

Requesting Organization :	Catholic Relief Services				
Allocation Type :	Allocation Standard 1				
Primary Cluster	Sub Cluster	Percentage			
Abris et Non vivres		100			
		100			
Project Title :	Community Assistance for Shelter Project				
Allocation Type Category :					
OPS Details					
Project Code :		Fund Project Code :	CAR-15/HCF10/SA1/NFI/INGO/1173		
Cluster :		Project Budget in US\$:	560,890.28		
Planned project duration :	9 months	Priority:			
Planned Start Date :	01/04/2015	Planned End Date :	31/12/2015		
Actual Start Date:	01/04/2015	Actual End Date:	31/12/2015		
Project Summary :	<p>CRS proposes a shelter assistance response and recovery program that provides 1,800 IDP households (HHs) in conflict-affected communities with shelter assistance, 1,500 with Cash-for-Work opportunities (as a subset of the 1,500), 300 HHs with Cash-for-Shelter assistance (as a subset of the 1,500) and 1,500 additional returnee HHs with Cash-for-Shelter income.</p> <p>In 2014, CRS demonstrated successful, effective and timely shelter and food security response programming to support the return of displaced families by providing 4,002 IDP HHs with shelter and tool kits through OFDA and HCR-funded programs. As people begin to rebuild after the rainy season and new access to previously insecure towns encourages the return of displaced households, shelter needs have remained a humanitarian priority. CRS proposes this program as a continuation of the previous programming to target those who were unable to complete the construction of their shelter and those in new areas towards the north of the Ouham Prefecture, where access was not possible for security reasons.</p> <p>CRS maintains solid partnership with the local authorities and local institutions such as CARITAS, who excels in community facilitation and organizing and who will deploy sufficient number of community social workers (Animateurs) in the areas of intervention. Throughout 2014, in collaboration with Caritas, Village leaders and communities, CRS led a participatory verification process to collect village population demographic information as well as the impact of the crisis on affected communities, including house and crop destruction. CRS shared this information with key humanitarian actors for a coordinated response; and, this continues into 2015, where CRS has collaborated with Action Contre Faim (ACF) to provide necessary water, sanitation and hygiene services to CRS' shelter and food security response.</p>				
Direct beneficiaries :					
	Men	Women	Boys	Girls	Total
	4,125	4,125	4,125	4,125	16,500
Other Beneficiaries :					
Beneficiary name	Men	Women	Boys	Girls	Total
Internally Displaced People	4,125	4,125	4,125	4,125	16,500
Other	0	0	0	0	0
Indirect Beneficiaries :					
Other = Returnee community members as a separate and distinct group from the IDPs receiving shelter assistance (Target: 1 500 individuals from 1 500 HHs / 7 500 individuals)					
Catchment Population:					
An estimated 369 220 people in Ouham Prefecture, based on census data from 2003.					
Link with allocation strategy :					

Through assistance to families in Ouham Prefecture in their return home this project supports the Durable Solution Framework supported by the Abris/NFI Cluster. This Prefecture was identified through the Allocation Strategy as being in urgent need for shelter assistance, in particular the areas in the north of the Prefecture. The shelter assistance provided by the proposed CRS project is in alignment with the Shelter Cluster cost per construction kit in rural areas of \$261USD per household. The dollar input for vulnerable HHs with an able-bodied member is \$102.99 per HH, which includes one-fifth the cost of a community tool kit and the estimated cost of tarps or local roofing materials. The dollar input for "most vulnerable" HHs (those lacking an able-bodied member to carry out reconstruction of their home) is \$182.99 per household, which includes one-fifth the cost of a community tool kit, the estimated cost of tarps or local roofing and the Cash-for-Shelter payment to community members for hire.

Sub-Grants to Implementing Partners :

Partner Name	Partner Type	Budget in US\$
Caritas Bossangoa	(Non) National NGO	32,399
		32,399

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

Other Funding Source	Other Funding Amount

Organization focal point :

Name	Title	Email	Phone
LeAnn Hager	Country Representative	leann.hager@crs.org	72267660
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BACKGROUND

1. Humanitarian context analysis

Violent civil unrest spread throughout the Central African Republic (CAR) in December 2013, nearly a year after a coup that removed former President François Bozizé and installed Michel Djotodia, one of the leaders of the seleka rebel coalition. The conflict took on religious undertones, further destabilizing the already fragile country, resulting in widespread violence. At least half of the population of 4.6 million has been affected by the crisis, and over 930 000 people have been displaced within the country . An estimated 39 000 citizens of other countries and 250 000 Central Africans have fled to neighboring countries , including many Muslim traders who no longer feel safe in communities where they have lived for generations . As of late November 2014, almost 10% of the population continues to be displaced within the country and a further 424,585 Central Africans continue to seek refuge in neighboring countries . Whole towns and villages have been systematically looted (communities have lost what little belongings and money they previously had) coupled with the forced departure of a large part of the Muslim population (many of whom were traders and transporters) and continued insecurity has severely impacted communities, resulting in constrained markets (access to construction, materials, food and other goods), restricted trade routes (limited access to construction materials, food and other goods) and low purchasing power (those previously economically active in the cotton, diamond mining and other industries remain unemployed and unable to pay for shelter reconstruction). CRS' shelter assistance program will restore critical shelter assets for returnees and other vulnerable, conflict-affected HH and empower individuals and communities using a people-to-people approach to peacebuilding to facilitate both immediate relief and early recovery.

2. Needs assessment

A CRS shelter/reconstruction consultant conducted an evaluation of the shelter component of 2014 OFDA and UNHCR-funded projects, gathering lessons learned from these interventions as well as facilitating a participatory needs assessment using focus group discussions (FGD) to define and prioritize future interventions. The evaluation of the two projects demonstrated a satisfaction rate of over 90% and that 65% of households had made progress on the reconstruction of their homes. However, many families are challenged to complete the reconstruction due to loss of livelihoods. In order to finish the work, people are rebuilding their houses smaller than pre-crisis, and even then, the pace of work is slow since households are eating fewer calories per day than pre-crisis and with less nutritional diversity. In addition, with the loss of animals (which they would have sold for cash), households are unable to commission local carpenters to replace doors that were burned. Many of the affected households are led by women, elders, orphaned children, disabled individuals and people with special needs. Through the FGD, more than 600 people from Bossangoa town and neighboring communes were brought together to identify prioritized needs, which identified Shelter as the number one priority identified across all interviewed communities, followed by Water and sanitation, NFIs, health. The axes evaluated were served by CRS seed and tool kits as well as partial World Food Program (WFP).

3. Description Of Beneficiaries

The program will target returnee HHs in Ouham Prefecture, focusing on villages along four axes identified as priority areas in the Allocation Strategy: (1) Nana-Bakassa-Kouki Ake, (2) Bounsouma-Bowaye-Bolio axe, (3) Bounsouma-Kambakota axe, and (4) Kouki-Kambakota axe. These axes were some of the most impacted by the conflict and previous CRS shelter, NFI and food security interventions in these areas have laid a foundation for the proposed programming to expand out further along the axes. Some beneficiaries have already returned home and are living in temporary shelters, living with friends and family, while others remain living in their fields until they have the ability to rebuild. Many of the households are led by disabled individuals, children or elders and one in five households in the target area is women-led. Ability to reach certain areas is dependent upon the ever-changing security situation in the area. With the arrival of MINSUCA forces in September 2014 the situation has remained relatively stable; however, some towns in the north of the Prefecture still remain inaccessible. With plans to expand MINUSCA posts into the north humanitarian access to these towns is expected to greatly increase over the next year. While contingent upon fluctuations in security, the distribution of beneficiaries across the zone of intervention is currently planned as follows: 30% of the total number of beneficiaries on the Nana Bakassa-Kouki Axe and 20% on the Bousome-Bowaye-Bolio Axe, to be covered by one Program Officer; and 20% on the Bousoma-Kambakota Axe and 30% on the Kouki-Kambakota Axe, to be covered by another Program Officer. Using Bossangoa as a base of operations, the two Program Officers will divide their time evenly between this project and a separate OFDA funded project with the same shelter activities, but in different villages along the aforementioned axes. The proposed intervention will deliver shelter assistance to 1 800 HHs / 9 000 individuals who are IDP returnees with damaged or completely destroyed homes. Of this group, 16% are "most vulnerable" IDP returnee HHs with damaged or destroyed homes and who lack an able-bodied member to carry out construction of their own homes. These HHs are headed by women, the elderly (age 60 and above) or children (under the age of 18), or are lack an able-bodied adult. Of the 1 800 HHs receiving shelter assistance, 300 HHs lacking an able-bodied member will receive Cash-for-Shelter (CFS) assistance. The remaining 1 500 IDP returnee HHs receiving shelter assistance will benefit from Cash-for-Work (CFW) activities. Additionally, 1 500 community members from 1 500 HHs who are not receiving shelter assistance will provide the CFS to the 300 "most vulnerable" IDP returnee HHs. (300 most vulnerable HHs x 5-person teams = 1 500 non shelter assisted community members).

4. Grant Request Justification

The proposed program responds to OCHA, the clusters and UNHCR's 2015 Strategic Response Plan which identifies Ouham Prefecture as high-needs areas for shelter assistance. CRS is the only actor delivering shelter assistance to Ouham Prefecture this year. Therefore, CRS' CHF and OFDA funding will both complement and continue previous shelter interventions by CRS in the zone. By going further into areas which have not been included in programming for the past year, new beneficiaries will be reached. It will also now incorporate an element of community-based CFW that will benefit entire village. Shelter assistance activities and requested shelter and CFW materials in CRS' proposed CHF and OFDA interventions are identical and each project could function as a standalone project. They will be reaching separate villages along the same axes. It should be noted however that the two proposed interventions will cover a fraction of HHs requiring shelter assistance. On the aforementioned axes, CRS has counted 5 000 completely or partially destroyed homes requiring shelter assistance. Additionally, there are an estimated 5 000 additional homes in other parts of Ouham Prefecture requiring shelter assistance. CRS' proposed CHF and OFDA interventions will only cover 3 100 of these HHs (CHF = 1 800 HHs, OFDA = 1 300 HHs). (Note: OFDA funding will provide food security assistance to 3 000 HHs and, as a subset to the 3 000 HHs, shelter assistance to 1 300 HHs.) CRS will work with Shelter Community Committees (SCC) in each location (composed of local elders, technical experts, women, youth and beneficiaries) throughout the project cycle. CRS will scale proven approaches to begin the process of individual healing, and facilitate an improved sense of community security and empowerment through risk mapping and related early warning system, essential for protecting IDPs who have yet to return and risk losing their land. Community-based assistance and recovery through complementary cash transfer programming will provide access to improved community infrastructure, as well as HH access to additional shelter material and initial livelihoods assets. Community risk mapping will identify critical community infrastructure and sanitation and waste management activities. These activities will be prioritized for Cash/Voucher-for-Work (CFW/VFW), by which one member per 1 500 HHs (as a subset of the aforementioned 1 800 HHs) will be eligible. Additional community cash transfer programming, Cash-for-Shelter will provide employment opportunities for one member per 300 HHs (as a subset of the aforementioned 1 800 HHs) to rebuild the homes of an estimated 300 of the most vulnerable HHs which lack able-bodied members. 1 500 community members from 1 500 HHs not receiving shelter assistance will be targeted for pre-reconstruction land clearing, brick preparation and construction.

5. Complementarity

In 2014, an estimated 10 000 homes in the Bossangoa sous-prefecture of Ouham were completely burnt and several damaged by weather conditions, CRS was one of only two organizations that responded to the shelter gap in Ouham Prefecture. CRS, through UNHCR and OFDA funding, and the Agence d'Aide à la Coopération Technique et au Développement (ACTED), through UNHCR funding, delivered shelter reconstruction to 5,500 HHs within the Bossangoa sub-prefecture. An external evaluation of CRS' projects recorded a 90% beneficiary satisfaction rate and that 65% of beneficiaries have commenced brick manufacturing and gathering of local materials to reconstruct their homes. A needs assessment conducted simultaneously with the program evaluation indicates that shelter remains the highest priority need for Bossangoa and its axes. Of the 600 participants interviewed, 90% of HHs cannot afford full reconstruction of their homes. Of more than 10 000 damaged homes, at least still 4,500 require reconstruction. Furthermore, the aforementioned interventions focused on central and southern Ouham. Due to high insecurity in northern Ouham last year, the north has received zero shelter assistance thus far and exact numbers on shelter damage throughout the Ouham Prefecture are not available. Initial evaluations in these zones have shown a need for assistance for at least another 10 000 burnt and destroyed homes. With the arrival of MINUSCA forces in November 2014 and a greater stability, HHs in Ouham's northern areas have started coming out of hiding to return home. The proposed intervention would focus on the northern areas, specifically the under-served axes of Nana-Bakassa-Kouki, Bounsouma-Bowaye-Bolio, Bounsouma-Kambakota and Kouki-Kambakota. Determination of which villages will remain flexible, depending on shifting security levels in the area. CRS is currently applying for separate OFDA funding that would enhance shelter assistance recovery to separate villages along the aforementioned axes. If approved, the CHF and OFDA interventions will share a Project Manager and Project Officers to facilitate a streamlined approach in the two interventions. The two Project Officers have considerable experience and knowledge in shelter engineering and have a comprehensive understanding of the context and challenges of the zone of intervention. The two projects, along with other CRS interventions based in Ouham Prefecture, will share the Bossangoa Head of Office, MEAL Officer, Warehouse Manager, Logistician and Security Guards.

LOGICAL FRAMEWORK

Overall project objective

The objective is that IDP returnee HHs in northern Ouham Prefecture, specifically (1) Nana-Bakassa-Kouki Axe, (2) Bounsouma-Bowaye-Bolio Axe, (3) Bounsouma-Kambakota Axe, and (4) Kouki-Kambakota Axe, safely rebuild their homes, livelihoods and sense of community. In order to achieve this, CRS will provide tool kits and roofing materials to 1 800 HHs. Of those 1 800 HHs, 1 500 HHs with an able-bodied member will be trained in Build Back Better techniques and gain additional income by participating in community rehabilitation projects through a Cash-for-Work payment system. Of the 1 800 HHs, the remaining 300 HHs lacking an able-bodied member will receive Cash-for-Shelter (CFS) assistance. The CFS assistance will be provided by 1 500 community members not receiving shelter assistance.

Abris et Non vivres							
Cluster objectives		Strategic Response Plan (SRP) objectives	Percentage of activities				
2015 Obj 3 : Assurer que les personnes qui souhaitent retourner, être relocalisées ou s'intégrer localement ont accès à un logement sécurisé en ligne avec le Durable Solution Framework (IASC 2010)		Objectif Stratégique SRP 4 : Faciliter les solutions durables pour les personnes déplacées et les réfugiés notamment dans les zones de retour ou de réintégration	100				
<p>Contribution to Cluster/Sector Objectives : In response to OCHA's call for humanitarian actors to provide assistance to critical shelter and food security unmet needs in Ouham and parts of Ouham-Pende, and in partnership with national and sub-shelter and food security clusters, CRS will target conflict-affected communities and provide necessary support for vulnerable returnee households (HHs) households to safely rebuild their homes, livelihoods and sense of community. The project aligns with the National Shelter Cluster's call for a community-based approach to assist returnees. Through a combination of community improvement activities, direct distributions, and assistance for the most vulnerable HH the project will enable people to have the means for constructing secure and durable housing while also improving community infrastructure, market access and hygiene.</p>							
Outcome 1							
Outcome 1: IDP returnee HHs reside in rebuilt homes (target: 1800 HH / 9 000 individuals).							
Output 1.1							
Description							
Identify beneficiaries using successful identification methods and targeting criteria in line with the Shelter Cluster national strategy and the Housing, Land and Property Working Group, and in coordination with local RRM partners							
Assumptions & Risks							
In line with SPHERE protection principles, these activities will not expose participants to additional danger and/or sexual exploitation.							
Security in to the North of Bossangoa will remain stable and access will not be impeded.							
Activities							
Activity 1.1.1							
Conduct 100% verification and designate GPS coordinates to all selected HHs.							
Activity 1.1.2							
Conduct first public meeting to disseminate beneficiary list and receive discrepancies.							
Activity 1.1.3							
Conduct second public meeting to distribute final, corrected list.							
Activity 1.1.4							
Provide bar code identification cards to beneficiaries, differentiating between Cash-for-Work beneficiaries, those to receive Cash-for-Shelter and those to provide Cash-for-Shelter.							
Activity 1.1.5							
Conduct an outreach campaign, in coordination with local authorities, which sensitizes members of the Shelter Committees (comprised of local leaders, project beneficiaries and technical experts, ensuring representation of women, youth and various ethnic groups) to issues of secondary occupation, and is rooted in a conflict sensitivity and do no harm approach.							
Indicators							
Code	Cluster	Indicator	End cycle beneficiaries				End cycle Target
			Men	Women	Boys	Girls	
Indicator 1.1.1	Abris et Non vivres	# de ménages retournés propriétaires ou locataires assistés dans la reconstruction de leur maison (ref SRP 3.2)					1,800
Means of Verification : Identification cards with bar codes for each HH. (Target: 1 800 HHs / 9 000 individuals)							
Indicator 1.1.2	Abris et Non vivres	# of Shelter Committees established (Target: 1 800 HHs / 20 HHs = 90)					90
Means of Verification : Fiches de presence pour la formation des Committees d'Abris							
Output 1.2							
Description							
IDP returnee HHs with an able-bodied member reconstruct their homes. (Target: 1 500 HHs / 7 500 individuals)							
Assumptions & Risks							
Funding will be available with sufficient time to disseminate and validate beneficiary lists, distribute home construction materials, conduct BBB training and to oversee home reconstruction prior to the rainy season commencing in June.							
In line with SPHERE protection principles, these activities will not expose participants to additional danger and/or sexual exploitation.							
Security in to the North of Bossangoa will remain stable and access will not be impeded.							
Activities							
Activity 1.2.1							
Conduct capacity reinforcement in Build Back Better techniques to enable households to build durable shelters compliant with Sphere standards and respecting local construction practices.							

Activity 1.2.2							
Conduct demonstrations with homes for HHs lacking an able-bodied member (linked to activity 1.5.2)							
Activity 1.2.3							
Distribute community tool kits (linked to activity 1.3.3)							
Activity 1.2.4							
Distribute tarps and/or roofing materials (linked to activity 1.3.4)							
Indicators							
			End cycle beneficiaries				End cycle
Code	Cluster	Indicator	Men	Women	Boys	Girls	Target
Indicator 1.2.1	Abris et Non vivres	# de kits de reconstruction prépositionnés à travers le pays par les partenaires (ref SRP 3.5)					300
Means of Verification : Listes de distributions							
Indicator 1.2.2	Abris et Non vivres	# of IDPs who receive roofing materials and tarps (Target: 1500 HHs / 7 500 individuals)					7,500
Means of Verification : Listes de distributions							
Indicator 1.2.3	Abris et Non vivres	# of HHs trained in Build Back Better techniques compliant with Sphere standards (Target: 1 500 HHs / 7 000 individuals)					7,000
Means of Verification : Training attendance sheet							
Output 1.3							
Description							
IDP returnee HHs without an able-bodied member receive assistance in construction of their homes. (Target: 300 HHs / 1 500 individuals)							
Assumptions & Risks							
Funding will be available with sufficient time to disseminate and validate beneficiary lists, distribute home construction materials, conduct BBB training and to oversee home reconstruction prior to the rainy season commencing in June.							
Security in the North of Bossangoa will remain stable and access will not be impeded.							
Activities							
Activity 1.3.1							
Based on village registrations, select community members from HHs not receiving shelter assistance for CFS							
Activity 1.3.2							
Facilitate demonstrations with CFS participants at most vulnerable HHs (linked to activity 1.4.2)							
Activity 1.3.3							
Distribute community tool kits (linked to activity 1.2.3)							
Activity 1.3.4							
Distribute tarps and/or roofing materials (linked to activity 1.2.4)							
Activity 1.3.5							
Supervise and verify CFS activities daily, recording participant work in time sheets updated daily.							
Activity 1.3.6							
Pay for CFS activities after verification of time and work.							
Indicators							
			End cycle beneficiaries				End cycle
Code	Cluster	Indicator	Men	Women	Boys	Girls	Target
Indicator 1.3.1	Abris et Non vivres	# de kits de reconstruction prépositionnés à travers le pays par les partenaires (ref SRP 3.5)					60
Means of Verification : Listes de distributions							
Indicator 1.3.2	Abris et Non vivres	# of IDPs who receive roofing materials and tarps (Target: 300 HHs / 1 500 individuals)					1,500
Means of Verification : Listes de distribution							
Indicator 1.3.3	Abris et Non vivres	# of community members participating in Cash-for-Shelter (Target: team of 5 people x 300 "most vulnerable" HHs = 1500)					1,500
Means of Verification : Pay roll sheets							
Indicator 1.3.4	Abris et Non vivres	# of IDPs from "most vulnerable" HHs lacking an able-bodied member receiving CFS assistance (Target: 300 HHs / 1 500 individuals)					1,500
Means of Verification : Pay roll sheets							
Outcome 2							

Outcome 2: IDP returnee HHs rehabilitate community infrastructure. (target: 1 500 HHs / 7 500 individuals)

Output 2.1

Description

IDP returnee HHs identify key infrastructure for rehabilitation

Assumptions & Risks

In line with SPHERE protection principles, these activities will not expose participants to additional danger and/or sexual exploitation.

Security in the North of Bossangoa will remain stable and access will not be impeded.

Activities

Activity 2.1.1

Identify community needs and potential Cash-For-Work projects which promote environmental health and increased market access through Community Risk Mapping with Shelter Committees.

Activity 2.1.2

Work with Shelter Committees and Clusters to develop action plan based on identified projects.

Activity 2.1.3

Based on community and cluster identified rehabilitation projects, determine the tools needed.

Indicators

Code	Cluster	Indicator	End cycle beneficiaries				End cycle
			Men	Women	Boys	Girls	Target
Indicator 2.1.1	Abris et Non vivres	# of infrastructure projects identified (Target: TBD based on what each village determines as priority needs)					0

Means of Verification : Community rehabilitation action plan

Indicator 2.1.2	Abris et Non vivres	Nb d'analyse des besoins effectuées					0
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Means of Verification : Community rehabilitation action plan (Target: TBD based on number of villages served which shall remain flexible due to security)

Output 2.2

Description

IDP returnee HHs conduct community rehabilitation through a Cash-for-Work (CFW) system.

Assumptions & Risks

In line with SPHERE protection principles, these activities will not expose participants to additional danger and/or sexual exploitation.

Security in the North of Bossangoa will remain stable and access will not be impeded.

Activities

Activity 2.2.1

Based in community and cluster identified community rehabilitation projects, procure tools locally or in Bangui

Activity 2.2.2

Transport tools from Bangui

Activity 2.2.3

Supervise and verify CFW activities daily, recording participant work in time sheets updated daily.

Activity 2.2.4

Pay for CFW activities after verification of time and work.

Activity 2.2.5

Conduct regular awareness activities to ensure alignment of CFW activities with program goal.

Indicators

Code	Cluster	Indicator	End cycle beneficiaries				End cycle
			Men	Women	Boys	Girls	Target
Indicator 2.2.1	Abris et Non vivres	# d'infrastructures (sites) réhabilitées suite à leur occupation par des PDI's (ref SRP 1.3)					0

Means of Verification : Follow up on realization of community action plan (Target: TBD based on community and cluster identified needs)

Indicator 2.2.2	Abris et Non vivres	# of IDPs from HHs with an able-bodied member participating in Cash-for-Work activities. (Target: 1 500 individuals)					1,500
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Means of Verification : CFW pay roll sheet

Outcome 3

Outcome 3: A simple, flexible and comprehensive monitoring and reporting plan is employed based on CRS' Monitoring, Evaluation, Accountability, and Learning (MEAL) policy in Emergencies, donor and Cluster recommendations and Sphere M&E policy.

Output 3.1

Description							
Develop and implement an M&E system with inclusiveness and sensitivity to gender and minorities, to make improvements to service delivery during project implementation and to streamline future shelter interventions.							
Assumptions & Risks							
Security in the North of Bossangoa will remain stable and access will not be impeded.							
Activities							
Activity 3.1.1							
Train Caritas Animators in data collection and survey techniques, ensuring inclusive gender and minority representation.							
Activity 3.1.2							
Conduct focus group discussions and other participatory approaches to collect data and ideas from all segments of the targeted population, including women and minorities.							
Activity 3.1.3							
Conduct simple survey to (1) ensure the proper utilization of the roofing materials and community tool kits and (2) measure the impact of the materials on the ability of a household to rebuild.							
Activity 3.1.4							
Receive beneficiary feedback from Shelter Committees; register and resolve beneficiary complaints and suspected fraudulent cases.							
Activity 3.1.5							
Conduct informal monitoring during the project to follow up on issues that came up in post-distribution monitoring and to follow up on (1) beneficiary's appreciation of materials and training, (2) utilization of materials and training, and, (3) any contextual changes that could affect the project.							
Activity 3.1.6							
Conduct program quality spot checks for beneficiary feedback throughout implementation.							
Activity 3.1.7							
Conduct final project evaluation through analysis of quantitative data (random sampling of HHs measured against verification data) and qualitative data (feedback from beneficiaries, Shelter Committees and CRS/Caritas project staff).							
Activity 3.1.8							
CRS and Caritas staff maintain daily lines of communication regarding any shifts in security levels in the zones of intervention and to swiftly resolve any misunderstandings in the project's intent and purpose.							
Activity 3.1.9							
Establish and implement a context-appropriate beneficiary feedback mechanism in order to ensure two-way dialogue between beneficiaries and project staff.							
Activity 3.1.10							
Train CRS and Caritas staff in conflict sensitivity, 'do no harm', MEAL in emergencies and lodgement terre et biens.							
Indicators							
Code	Cluster	Indicator	End cycle beneficiaries				End cycle
			Men	Women	Boys	Girls	Target
Indicator 3.1.1	Abris et Non vivres	Nb d'évaluations post distributions menées					1
Means of Verification : Final evaluation							
Additional Targets :							
M & R							
Monitoring & Reporting plan							

CRS will develop a simple, flexible and comprehensive monitoring plan tailored to the opportunities and constraints of the context, based on CRS' Monitoring, Evaluation, Accountability, and Learning (MEAL) policy in Emergencies, donor and cluster recommendations and Sphere M&E policy. An exclusive focus on quantitative output-level monitoring in project management can risk missing important issues related to implementation, such as appropriateness and acceptability of response. The following activities will be implemented to address this limitation:

- Post-distribution monitoring: Following the distribution of tool kits and roofing materials a simple survey will be conducted to ensure the proper utilization of the materials and to measure the impact of the materials on the ability of a household to rebuild.
- Informal Monitoring: Project staff will conduct informal monitoring during the project to follow up on issues that came up in the post-distribution monitoring and to follow up on beneficiary's appreciation of materials and training. Information communication technology such as iPad mini tablets will be used to conduct post-distribution monitoring. This eliminates the need for data entry and provides real-time data to influence decision making. To encourage gender and protection mainstreaming, the following will be incorporated into the Monitoring Plan:
- All M&E tools developed will consider gender and minorities throughout the design.
- Gender and minority-specific questions will be adapted to gender concerns.
- Interviewers will be trained to ensure gender and minority representation is inclusive.
- Participatory approaches, including focus group discussions, will be employed to collect data and ideas from minority segments of the population. Using data collected during the verification of HHs conducted at the start of the project participation in distributions, Cash-for-Work (CFW) and Cash-for-Shelter (CFS) activities will be based on level of destruction to their home and vulnerability criteria. In CFS activities, each of the 300 "most vulnerable" IDP returnee HHs lacking an able-bodied member to carry out their own home reconstruction will be designated a team of 5 community members from 5 HHs not receiving shelter assistance. The CRS Shelter Officer, CRS MEAL Officer or a Caritas Shelter Animator will monitor the CFS teams. Daily timesheets and monitoring of work will ensure achievement of the CFS activities and limit fraud. In CFW activities, one able-bodied member from each of the shelter assisted HHs will conduct community rehabilitation of various infrastructure identified by both the Shelter Committees and Clusters. CFW groups will consist of 15-20 people with 1 team leader/group. Caritas Shelter Animators will monitor four groups at a time. Daily timesheets and monitoring of work will ensure achievement of the CFW activities and limit fraud. Beneficiary reporting of project impact, satisfaction, and other feedback will be gathered through an end-of-project post-distribution survey with a random sample of beneficiary HHs measured against the verification data. This quantitative data will be complemented with qualitative feedback from beneficiaries and project staff. CRS will use evaluation findings to inform the design of future projects in these areas, and will share evaluation findings with donors and other organizations working in the target areas. The CRS MEAL Project Officer will train teams of Caritas animators in data gathering and survey techniques and will lead the teams in all field activities. Once the information is collected, the M&E Officer will be responsible for writing PDM and evaluation reports and signaling beneficiary complaints or potential cases of fraud to the Program Manager.

Workplan													
Activitydescription	Year	1	2	3	4	5	6	7	8	9	10	11	12
Activity 1.1.1: Conduct 100% verification and designate GPS coordinates to all selected HHs.	2015				X								
Activity 1.1.2: Conduct first public meeting to disseminate beneficiary list and receive discrepancies.	2015				X								
Activity 1.1.3: Conduct second public meeting to distribute final, corrected list.	2015				X								
Activity 1.1.4: Provide bar code identification cards to beneficiaries, differentiating between Cash-for-Work beneficiaries, those to receive Cash-for-Shelter and those to provide Cash-for-Shelter.	2015				X								
Activity 1.1.5: Conduct an outreach campaign, in coordination with local authorities, which sensitizes members of the Shelter Committees (comprised of local leaders, project beneficiaries and technical experts, ensuring representation of women, youth and various ethnic groups) to issues of secondary occupation, and is rooted in a conflict sensitivity and do no harm approach.	2015				X								
Activity 1.2.1: Conduct capacity reinforcement in Build Back Better techniques to enable households to build durable shelters compliant with Sphere standards and respecting local construction practices.	2015				X	X							
Activity 1.2.2: Conduct demonstrations with homes for HHs lacking an able-bodied member (linked to activity 1.5.2)	2015				X	X							
Activity 1.2.3: Distribute community tool kits (linked to activity 1.3.3)	2015				X								
Activity 1.2.4: Distribute tarps and/or roofing materials (linked to activity 1.3.4)	2015				X								
Activity 1.3.1: Based on village registrations, select community members from HHs not receiving shelter assistance for CFS	2015				X								
Activity 1.3.2: Facilitate demonstrations with CFS participants at most vulnerable HHs (linked to activity 1.4.2)	2015				X	X							
Activity 1.3.3: Distribute community tool kits (linked to activity 1.2.3)	2015				X								
Activity 1.3.4: Distribute tarps and/or roofing materials (linked to activity 1.2.4)	2015				X								
Activity 1.3.5: Supervise and verify CFS activities daily, recording participant work in time sheets updated daily.	2015				X	X							
Activity 1.3.6: Pay for CFS activities after verification of time and work.	2015				X	X							
Activity 2.1.1: Identify community needs and potential Cash-For-Work projects which promote environmental health and increased market access through Community Risk Mapping with Shelter Committees.	2015						X	X					
Activity 2.1.2: Work with Shelter Committees and Clusters to develop action plan based on identified projects.	2015						X	X					
Activity 2.1.3: Based on community and cluster identified rehabilitation projects, determine the tools needed.	2015						X	X					
Activity 2.2.1: Based in community and cluster identified community rehabilitation projects, procure tools locally or in Bangui	2015							X	X				

Activity 2.2.2: Transport tools from Bangui	2015									X	X			
Activity 2.2.3: Supervise and verify CFW activities daily, recording participant work in time sheets updated daily.	2015										X	X	X	
Activity 2.2.4: Pay for CFW activities after verification of time and work.	2015										X	X	X	
Activity 2.2.5: Conduct regular awareness activities to ensure alignment of CFW activities with program goal.	2015										X	X	X	
Activity 3.1.1: Train Caritas Animators in data collection and survey techniques, ensuring inclusive gender and minority representation.	2015				X									
Activity 3.1.10: Train CRS and Caritas staff in conflict sensitivity, 'do no harm', MEAL in emergencies and lodgement terre et biens.	2015				X									
Activity 3.1.2: Conduct focus group discussions and other participatory approaches to collect data and ideas from all segments of the targeted population, including women and minorities.	2015				X	X	X	X	X	X	X	X	X	
Activity 3.1.3: Conduct simple survey to (1) ensure the proper utilization of the roofing materials and community tool kits and (2) measure the impact of the materials on the ability of a household to rebuild.	2015					X	X	X						
Activity 3.1.4: Receive beneficiary feedback from Shelter Committees; register and resolve beneficiary complaints and suspected fraudulent cases.	2015				X	X	X	X	X	X	X	X	X	
Activity 3.1.5: Conduct informal monitoring during the project to follow up on issues that came up in post-distribution monitoring and to follow up on (1) beneficiary's appreciation of materials and training, (2) utilization of materials and training, and, (3) any contextual changes that could affect the project.	2015					X	X	X	X	X	X			
Activity 3.1.6: Conduct program quality spot checks for beneficiary feedback throughout implementation.	2015					X	X	X	X	X	X	X		
Activity 3.1.7: Conduct final project evaluation through analysis of quantitative data (random sampling of HHs measured against verification data) and qualitative data (feedback from beneficiaries, Shelter Committees and CRS/Caritas project staff).	2015													X
Activity 3.1.8: CRS and Caritas staff maintain daily lines of communication regarding any shifts in security levels in the zones of intervention and to swiftly resolve any misunderstandings in the project's intent and purpose.	2015				X	X	X	X	X	X	X	X	X	X
Activity 3.1.9: Establish and implement a context-appropriate beneficiary feedback mechanism in order to ensure two-way dialogue between beneficiaries and project staff.	2015				X									

OTHER INFO

Accountability to Affected Populations

The affected population and targeted beneficiaries for this intervention have been and will continue to be involved at all stages of the project cycle. In the program conception phase, 600 people from Bossangoa town and neighboring communities participated in focus group discussions whereby they identified shelter as the number one priority. In the identification of HH beneficiaries, CRS is working with the Comité Communautaire de Cohésion Sociale, which is comprised of local leaders of diverse ethnic, socioeconomic and gender groups and sensitizes its members to issues of secondary occupation, rooted in conflict sensitivity and the Do No Harm approach. In the verification phase, CRS and Caritas will conduct a 100% verification to prevent fraud and duplication. To ensure transparency in the selection process, beneficiary lists will be disseminated in an initial public meeting and CRS/Caritas will receive complaints and discrepancies. In a second public meeting, the corrected final list will be disseminated.

In the implementation phase, CRS and Caritas will facilitate the creation of shelter committees to be comprised of village leaders, a technical expert and beneficiaries, ensuring member representation of women, youth and various ethnic groups to the extent possible. Members will determine land ownership to protect land rights of those who have not returned. The Committees will be responsible for collecting and reporting beneficiary feedback from their designated 30-40 HHs to CRS staff. The CRS MEAL Officer will, in turn, ensure documentation of feedback and facilitate resolution of issues when necessary. Finally, through community risk-mapping, shelter committees will determine infrastructure improvement needs in each community, and identify the corresponding CFW activities and necessary materials.

In the weeks following tool distribution, CRS will conduct post-distribution and CFW monitoring visits to ensure beneficiary utilization of assistance and to identify early in the project any contextual changes that could affect the project. Additionally, the CRS MEAL Officer will conduct program quality spot checks requesting feedback from beneficiaries throughout implementation.

In March 2015, CRS commenced a baseline study to collect critical data for shelter. The baseline study will serve as the basis for program evaluation at project end. The project will track beneficiary reporting of project impact, satisfaction, and other feedback through an end-of-project post-distribution survey with a random sample of beneficiary HHs. CRS will complement this quantitative data with qualitative feedback from beneficiaries and project staff. CRS will use evaluation findings to inform the design of future projects in these areas, and share evaluation findings with CHF and other organizations working in the target areas.

In the context of widespread and critical needs, a significant risk to the project's success is a lack of understanding by the community of the project's intended objective of targeting IDP returnee HHs. To mitigate this risk, CRS will work closely with Caritas Bossangoa and local leaders to ensure clear communication, transparency and accountability; CRS will have a clear communication strategy available in French and Sango, and post beneficiary lists in the communities. The CRS MEAL Officer will also establish a context-appropriate beneficiary feedback mechanism in order to ensure two way dialogue between beneficiaries and project staff.

The MEAL system can capture data on progress towards key deliverables, assess the continued appropriateness and effectiveness of response efforts, and remain accountable to the program participants. The project will deploy experienced MEAL staff to design the assessment and data collection tools to develop and implement the MEAL plan.

Implementation Plan

The project will be implemented in partnership with Caritas Bossangoa, which will provide staff and animators to carry out program activities under the supervision of the CRS Program Manager and Project Officers. Caritas staff working for CRS projects currently includes a Director, Coordinator, Project Officer, Accountant, Logistician, Cashier, Guards, Driver, and a team of 30 animators. CRS programming over the past year has worked with this team to train and reinforce their capacity in program implementation and humanitarian principles. Capacity building will continue for the animators in Cash-for-Work programming and verification and distribution methods. Caritas Bossangoa has agreed to their involvement in this proposed project, is currently conducting the HH verifications alongside CRS staff and is ready to deploy immediately.

The CRS and Caritas Program Managers and Project Officers will collaborate to plan program activities and a project timeline. CRS staff will handle procurement of materials and logistics for distributions and field activities. Caritas will organize and mobilize teams of animators trained in to carry out activities in the field, which will be closely supervised by CRS. To ensure proper implementation of activities and use of funding, the partner will be required to submit monthly activity reports and financial liquidations. The CRS Administrative Assistant will work closely with the Caritas Accountant and Director to ensure compliance with financial procedures.

To maximize the project's impact, CRS will coordinate with other humanitarian actors in the area to ensure the most vulnerable are being served and that all basic community needs are being met. CRS actively participates in the NFI/Shelter/CCCM, Protection, and Food Security Clusters in Bossangoa, enabling the team to work in collaboration with other actors and avoid duplication. In each village where activities are being carried out, CRS/Caritas will meet with local authorities and beneficiaries to communicate the program goals and methodology. For the Cash-for-Work component of the project, CRS/Caritas teams will work through the community to determine the most needed interventions. At the end of the project, all spaces which are rehabilitated or constructed through the project will become the responsibility of the community.

Coordination with other Organizations in project area

Name of the organization	Areas/activities of collaboration and rationale
Commission Episcopale de Justice et Paix (CEJP)	CEJP is CRS' partner on the Secure Empowered Connected Communities (SECC) project. All activities on the proposed CHF intervention will not conflict with nor duplicate SECC activities.
Shelter / NFI / CCCM Cluster	CRS attends all the Cluster meetings in both Bossangoa and Bangui and ensures there is no duplication of efforts or conflicting activities in the CHF intervention.
Protection Cluster	CRS attends all the Cluster meetings in Bangui and ensures there is no duplication of efforts or conflicting activities in the CHF intervention.
Conseil Danois pour les Refugies (DRC)	DRC is aware of the proposed CHF intervention and CRS ensures there is no duplication of efforts or conflicting activities.
Search for Common Ground (SFCG)	SFCG is aware of the proposed CHF intervention and CRS ensures there is no duplication of efforts or conflicting activities.
Association des femmes evangelique de Bossangoa (AFEB)	AFEB is aware of the proposed CHF intervention and CRS ensures there is no duplication of efforts or conflicting activities.
Social Cohesion Working Group	CRS is part of the Social Cohesion Working Group and ensures there is no duplication of efforts or conflicting activities with other group members.

Environment Marker Of The Project

Gender Marker Of The Project

1- The project is designed to contribute in some limited way to gender equality

Justify Chosen Gender Marker Code

Gender disaggregation in targeting and program planning will allow analysis of and response to specific gender-based needs. CRS Monitoring and Evaluation Accountability and Learning (MEAL) standards disaggregate beneficiaries by gender and vulnerability to inform beneficiary selection, Do No Harm practices used in distributions and other activities, and monitoring and evaluation to understand how chosen activities impact different groups. Gender will be streamlined for improved gender equality in the following ways: • Female presentation on Shelter advisory committees, those who are already in leadership roles, as well as female beneficiaries. • Beneficiary selection criteria will include women-led households, who lack the ability to build on their own, for cash recovery shelter assistance. (Evaluations in our target zone indicate 1 in 5 households is women-led.) • 50% of CFW participants will be women, environmental health activities, such as the cleaning of public spaces/markets • Gender analysis will inform activities to ensure gender responsiveness to community needs.

Protection Mainstreaming

Country Specific Information

Safety and Security

The CRS security point of contact in Ouham is the Bossangoa Head of Office (HoO) and staff must remain in touch with him/her daily. Staff will have phone numbers of other NGO/IOs, Gendarmerie, Police and MINUSCA. CRS uses VSAT, HF base station and vehicle radios (CODAN), VHF hand held radios, Satellite phones and Cellphones with two SIM cards.

CRS curfew in Ouham is 9:00 p.m. No CRS cars may circulate outside of Bossangoa after 6:00 p.m. Staff traveling outside their base must carry a satellite telephone. Travel outside major towns requires at least 2 vehicles. CRS will instruct staff on correct approaches to checkpoints/roadblocks with armed men. Check-ins with HoO upon destination arrival will be required.

In the event of attempted robbery, CRS policy states employees should voluntarily give up material possessions if faced with physical danger. The policy also states that, should an staff member no longer tolerate the risk, they may self-evacuate without formal approval or prejudice.

Two privately-contracted security guards will be at the CRS office/warehouse, day and night. Staff may be requested to hibernate in the Bossangoa office/residence or the MINUSCA base camp. The CRS office/warehouse/residences will keep "hibernation kits" containing sufficient water, food and supplies for all staff up to 5 days. The Bossangoa base will stock basic medicines and first aid. CRS subscribes to International SOS. The HoO may make the decision to evacuate, either by road or plane.

Access

With an office and warehouse in Bossangoa, established in January 2014, CRS has the capacity to quickly deploy teams throughout the Ouham and Ouham-Pende Prefectures. Access to many areas is facilitated through our partnership with the Church and Caritas. In more remote villages, teams will spend the night in the field, staying in larger towns and securing lodging through our Church network. Caritas staffs are locally hired and have ties throughout the community which facilitate program implementation and knowledge of the area. In addition, CRS social cohesion programming works through Parishes in each sous-Prefecture. The ability to carry out activities in specific sous-prefectures will be dependent upon the evolving security situation, specifically for access to areas in Batangafo, Bouca and Marakounda.

BUDGET

Code	Budget Line Description	D / S	Quantity	Unit cost	Duration Recurrence	% charged to CHF	Total Cost
Staff and Other Personnel Costs							
1.1	Program Manager - Bossangoa	D	1	8455	9	50%	38,047.50
	<i>Responsible for program implementation, monitoring and evaluation, supervision and budget management</i>						
1.2	Head of Office - Bossangoa	D	1	12965	9	30%	35,005.50
	<i>Responsible for program oversight, management quality, coordination with actors</i>						
1.3	Management and technical advisors (Bangui support staff, expat)	S	0.5	8758	9	100%	39,411.00
	<i>CRS has budgeted [0.5] FTE of international management and technical quality advisors to support this project. This line item consists of level of effort anticipated by CRS' Head of Programming (HOP) and Head of Operations (HoOp) to oversee this project within CRS/CAR total program portfolio. The HOP will supervise the Program Managers and ensure consistent programming, partnership, and implementation standards across all projects in CRS/CAR's portfolio. The HoOp directs CRS/CAR's administrative and finance functions through the supervision of manager-level staff in these departments, ensuring sound management of donor resources and compliance with internal and external positions. Through these expatriate positions, the project will benefit from CRS' global community of senior management and program quality assurance experts, supplementing the context-rich skills of the national staff described below. Based on CRS/CAR's historical staffing requirements for similar volume of activity, we estimate that the above FTE will ensure achievement of project results while maximizing the efficient use of CRS/CAR's diverse funding sources.</i>						
1.4	Project Officer, Shelter	D	2	1032	9	50%	9,288.00
	<i>Lead shelter activities in each of the two respective zones of implementation</i>						
1.5	Monitoring, evaluation, accountability and learning (MEAL) Officer	D	1	1032	9	50%	4,644.00
	<i>Responsible for baseline, program monitoring, post distribution monitoring, and rapid final assessment</i>						
1.6	Field Logistician	D	1	688	9	30%	1,857.60
	<i>Responsible for fleet management and convoys/truck transportation of materials necessary for shelter reconstruction and CFW activities.</i>						
1.7	Storekeeper	D	1	602	9	30%	1,625.40
	<i>Responsible for organization management of project materials</i>						
1.8	Guards	D	6	344	9	30%	5,572.80
	<i>Security, to be shared at 30% with other separately-funded projects.</i>						
1.9	Finance and admin support staff (Bangui-based, national)	S	0.7	868	9	100%	5,468.40

	<i>CRS has budgeted [0.7] FTE for national, Bangui-based staff to implement the resource management aspects of the project. The functions performed by these staff include accounting, financial management, human resources, procurement, and administrative assistance, all of which are necessary for the timely and cost-effective achievement of project results. Overseen by the HoOp (shown above), these staff collectively support all CRS/CAR projects with the same rigorous quality controls and adherence to applicable CRS policies and USG regulations. Based on CRS/CAR's historical staffing requirements for similar volume of activity, we estimate that the above indicated FTE will ensure achievement of this project's results, while maximizing the efficiency of CRS/ CAR's diverse funding sources.</i>						
1.10	Drivers (Bangui-based, national)	S	0.7	276.4	9	100%	1,741.32
	<i>Standard allocation for transport necessary to facilitate program implementation and shared across all projects.</i>						
1.11	IT Staff	S	0.2	1186	9	100%	2,134.80
	<i>Standard allocation for IT support necessary to facilitate program implementation and shared across all projects.</i>						
1.12	Other Facility Staff	S	0.1	1078	9	100%	970.20
	<i>Standard allocation of cleaner, Bangui contracted guard services, etc. shared across all projects.</i>						
	Section Total						145,766.52
Supplies, Commodities, Materials							
2.1	Office and Computer Supplies and Services (Bossangoa)	D	1	180	9	100%	1,620.00
	<i>Printers, ink, paper and other office supplies</i>						
2.2	Office and Computer Supplies and Services (Bangui)	S	1	107	9	100%	963.00
	<i>Includes supplies and services by the Bangui support staff necessary to carry out the project, including courier, stationary, computer and office supplies, and printing.</i>						
2.3	Communication, phone and credit	D	7	40	9	50%	1,260.00
	<i>CRS standard for field staff necessary for communication and security.</i>						
2.4	Vehicle (including material transport)	D	2	128	90	100%	23,040.00
	<i>2 pick-up trucks needed for implementation and activity follow-up in different zones using average cost to rent pick-up truck for 90 days during busiest implementation period.</i>						
2.5	Truck rental (including material transport)	D	2	600	20	100%	24,000.00
	<i>2 5 tonne trucks needed for Bangui-Bossangoa-axe to transport materials from capital to implementation zone, using the average cost for truck rental for 20 days of heavy distribution.</i>						
	Section Total						50,883.00
Travel							
5.1	Bossangoa-Bangui-Bossangoa flight	D	1	200	9	100%	1,800.00
	<i>The Bossangoa-based Project Manager or Project Officers will travel via UNHAS Bossangoa-Bangui-Bossangoa to conduct administrative matters and stock up on supplies available in Bangui and necessary for project implementation</i>						
5.2	Per diem and hotel (Ouham and Ouham Pende)	D	3	17	9	100%	459.00
	<i>Proposed area of intervention will require programming staff to stay in the field - and outside of Bossangoa - using CRS standard for per diem outside of a major city (\$7) and hotel (\$10)</i>						
5.3	In-country vehicle expenses (Bangui)	S	300	1	9	100%	2,700.00
	<i>CRS/CAR maintains an efficient fleet of light vehicles, following sound locally-appropriate procedures for extending vehicle life without sacrificing performance or cost efficiency. Based on historical experience implementing projects of this size and scope, CRS estimates 443.5 km per month will be driven for this project with a projected cost of [\$0.67] per kilometer. The cost per km rate is calculated monthly based on actual cost incurred over the previous quarter (to account for seasonal fluctuations) and includes fuel and oil, replacement parts, repairs, registration fees and insurance.</i>						
5.4	Per diem (Bangui)	D	1	15	45	100%	675.00
	<i>Per diem for trainings and work of field based staff during trips to Bangui - using CRS standard for per diem in Bangui (\$15).</i>						
5.5	Management and Administrative Travel	D	1	347	9	100%	3,123.00
	<i>One member of the Bangui-based Senior Management Team (the Country Representative, HoOps, HoPs or Finance Manager) will go to Bossangoa to monitor project activities and ensure compliance to CRS policies and procedures. Amount includes UNHAS flight, hotel and per diem.</i>						
	Section Total						8,757.00
Transfers and Grants to Counterparts							
6.1	Sub-Grant for local implementing partner Caritas Bossangoa	D	1	6013	9	100%	54,117.00

	<i>This sub-grant amount is earmarked for local partner Caritas Bossangoa who will carry out many of the coordination activities in collaboration with CRS. For additional detail, please refer to the Caritas budget uploaded to the documents tab. These amounts have been budgeted by Caritas Bossangoa as the necessary operational and staffing costs necessary for carrying out their agreed upon tasks in project implementation.</i>						
	Section Total						54,117.00
General Operating and Other Direct Costs							
7.1	Bossangoa office space and warehouse	D	1	1000	9	40%	3,600.00
	<i>Necessary for storing roofing materials, HH community tool kits, CFW materials and other project supplies.</i>						
7.2	Bossangoa guesthouse	D	1	250	9	50%	1,125.00
	<i>Cost of lodging for Program Manager</i>						
7.3	VSAT costs, Bossangoa	D	1	850	9	30%	2,295.00
	<i>VSAT internet necessary for provision on internet to communicate with Bangui office and facilitate project deliverables.</i>						
7.4	Fuel for generator	D	435	4	9	50%	7,830.00
	<i>Necessary for running the Bossangoa office in an area without electricity.</i>						
7.5	Warehousing (Bangui)	D	1	1000	6	100%	6,000.00
	<i>Necessary for storing project supplies prior to transport to the zone of intervention.</i>						
7.6	Thuraya monthly fees	D	3	25	9	100%	675.00
	<i>Satellite phones necessary for ensuring the safety and movements of staff in an area with limited cellphone service provision.</i>						
7.7	Contracted and Legal services	S	1	120	1	100%	120.00
	<i>Standard allocation includes costs of legal and external audit, and related costs, which directly benefit the project. These services mitigate CRS' and donors' risks associated with project-related human resource management, vendor agreements, and other operations, and meet donor-mandated audit requirements.</i>						
7.8	Information Technology and Communication Expenses	S	6	14	9	100%	756.00
	<i>In-country direct costs incurred for IT, telephone services, and electronic/computer transmittal services. CHF will benefit from CRS/CAR's in-house IT capacity, existing internet service contracts and office network shared by all projects in its portfolio, thereby eliminating start-up delays and reducing overall expense to this new proposed project. CRS' annual expense for this line item is approximately \$850.20 charged to all projects a rate of \$7.97 per budgeted FTE, based on CRS' historical usage of IT and Communications services per employee.</i>						
7.9	Facility Expenses	S	13	56	9	100%	6,552.00
	<i>CRS/CAR's monthly facilities costs for the Bangui office are charged to all projects according to their respective staffing levels, at a rate of \$56 per square meter per month. The estimated square meters to be occupied by Bangui support staff are prorated to this project at 12.95 square meters. The facility expense rate is calculated monthly based on actual cost incurred and includes building rent, utility costs, janitorial and security services, building insurance, and maintenance and repair. CRS' existing presence in-country, and its ability to implement multiple projects from the same facilities reduces the full cost to individual projects by maximizing shared space and resources. Specifically, CRS/CAR's long-term lease agreement affords CHF a prime location in proximity to government Ministries without incurring new lease expenses in today's market.</i>						
7.10	Translation fees	D	1	2500	1	100%	2,500.00
	<i>Fees necessary for the translation of essential program documents (i.e. verification lists, communication strategy) in the local language.</i>						
7.11	Outreach, communication and accountability materials	D	1900	1	1	100%	1,900.00
	<i>Flyers, notice boards, quick line, tools for technical training</i>						
7.12	T-shirts and other program visibility	D	457	10	1	100%	4,570.00
	<i>These items will be given to Shelter Committee group members as incentives for the extra time involved in their participation in project, including training in land rights and secondary occupation, verifying and enforcing land ownership of IDP HHs who've yet to return through the sensitization campaign and regular monitoring, ensuring that the 5 HHs designated to one home reconstruction tool kit are sharing the materials properly, participating in the community risk mapping to identify community rehabilitation projects for CFW and regularly receiving beneficiary complaints and relaying them to the appropriate CRS/Caritas staff.</i>						
7.13	Staff training	D	20	50	4	100%	4,000.00

	<i>Per the activities outlined in Outcome 3 of the Cadre Logique and according to CRS MEAL Policy, CRS and Caritas staff will be trained in the following areas. Conflict sensitivity: Staff will strengthen their skills in active listening with an emphasis on being inclusive of women and ethnic groups when gathering feedback. Staff will also be trained in ensuring that there are a variety of ethnic, gender and age group (i.e. youth) representations in the formulation of Shelter Committees. Do No Harm: Staff will be trained in CRS' Code of Conduct to protect young people and children from abuse and sexual exploitation, Commitment to Protection and CRS' Protect Policy. These policies are in line with SPHERE protection principles, the project will ensure that these activities do not expose participants to additional danger and/or sexual exploitation. MEAL in Emergencies: Training will consist of the system developed for this project. Lodgement terre et biens (LTB): This training will be on land rights and assuring that people have the basics in terms of shelter. It will facilitate the training of Shelter Committees on principles of land ownership and secondary occupation, as well as facilitate the campaign on the same topic.</i>						
7.14	Cash-for-Work for IDP HHs with an able-bodied member	D	1500	27.5	1	100%	41,250.00
	<i>Of the 1 500 IDP HHs receiving shelter assistance who have an able-bodied member to carry out construction, one member of each HH will be provided the opportunity to participate in various community rehabilitation projects as determined by the clusters and Shelter Committees. The minimum wage rate that most actors are paying in CAR for CFW is \$2.5 per day. The duration of work required for said projects will vary depending on the projects identified in each village and is estimated at 11 days. (\$2.5 x 11 days)</i>						
7.15	Cash-for-Shelter for IDP HHs lacking an able-bodied member	D	300	125	1	100%	37,500.00
	<i>Of the 300 IDP HHs receiving shelter assistance who lack an able-bodied member to carry out construction, each HH will be provided with labor to rebuild their homes in the form of a Cash-for-Shelter (CFS) mechanism. In this project, CFS will be administered, monitored and paid for in the same manner as CFW. The difference however will be that those who carry out the work will be community members who are not receiving shelter assistance. For each of the 300 HHs, a team of 5 community members from 5 HHs not receiving shelter assistance will carry out the CFS labor required to reconstruct the homes of these 300 "most vulnerable" IDP HHs. The minimum wage rate that most actors are paying in CAR for CFS is \$2.5 per day. The duration of work required for the 5-person team at each house is budgeted at 10 days. (5-person team x \$2.5 x 10 days).</i>						
7.16	Community tool kits	D	360	200	1	100%	72,000.00
	<i>Based on needs identified in last year's shelter interventions, the tool kits will include materials which are not available on the local market: 2 brick molds, 1 wheelbarrow, 2 shovels, 2 hammers, 1 wood plane, 1 measuring tape, 1 level, 2 crowbars and 2 spades.</i>						
7.17	Local roofing materials	D	1800	30	1	100%	54,000.00
	<i>CRS proposes to provide vouchers for local straw material, traditionally used for roofing in the Prefecture. The average cost of this material is 500 FCFA per bale and each house requires at least 35 bales. That is an average of 17 500 FCFA per HH or 30 USD.</i>						
7.18	Cash-for-Work materials, including transport	D	15000	1	1	100%	15,000.00
	<i>Construction materials and tools to carry out community-based CFW activities, forfait to be split based on needs in projects each village has identified for CFW.</i>						
7.19	Plastification of badges	D	3000	1	1	100%	3,000.00
	<i>Badges will be provided to all CFW and CFS participants.</i>						
	Section Total						264,673.00
SubTotal			25135.2				524,196.52
Direct							463,379.80
Support							60,816.72
PSC Cost							
PSC Cost Percent							7%
PSC Amount							36,693.76
Total Cost							560,890.28
Audit Cost					0%		0.00
Grand Total CHF Cost							560,890.28

Project Locations

Location	Estimated percentage of budget for each location	Estimated number of beneficiaries for each location					Activity Name
		Men	Women	Boys	Girls	Total	
Ouham Péné	50	2,062	2,063	2,062	2,063	8,250	<p>Activity 1.1.1 : Conduct 100% verification and designate GPS coordinates to all selected HHs.</p> <p>Activity 1.1.2 : Conduct first public meeting to disseminate beneficiary list and receive discrepancies.</p> <p>Activity 1.1.3 : Conduct second public meeting to distribute final, corrected list.</p> <p>Activity 1.1.4 : Provide bar code identification cards to beneficiaries, differentiating between Cash-for-Work beneficiaries, those to receive Cash-for-Shelter and those to provide Cash-for-Shelter.</p> <p>Activity 1.1.5 : Conduct an outreach campaign, in coordination with local authorities, which sensitizes members of the Shelter Committees (comprised of local leaders, project beneficiaries and technical experts, ensuring representation of women, youth and various ethnic groups) to issues of secondary occupation, and is rooted in a conflict sensitivity and do no harm approach.</p> <p>Activity 1.2.1 : Conduct capacity reinforcement in Build Back Better techniques to enable households to build durable shelters compliant with Sphere standards and respecting local construction practices.</p> <p>Activity 1.2.2 : Conduct demonstrations with homes for HHs lacking an able-bodied member (linked to activity 1.5.2)</p> <p>Activity 1.2.3 : Distribute community tool kits (linked to activity 1.3.3)</p> <p>Activity 1.2.4 : Distribute tarps and/or roofing materials (linked to activity 1.3.4)</p> <p>Activity 1.3.1 : Based on village registrations, select community members from HHs not receiving shelter assistance for CFS</p> <p>Activity 1.3.2 : Facilitate demonstrations with CFS participants at most vulnerable HHs (linked to activity 1.4.2)</p> <p>Activity 1.3.3 : Distribute community tool kits (linked to activity 1.2.3)</p> <p>Activity 1.3.4 : Distribute tarps and/or roofing materials (linked to activity 1.2.4)</p> <p>Activity 1.3.5 : Supervise and verify CFS activities daily, recording participant work in time sheets updated daily.</p> <p>Activity 1.3.6 : Pay for CFS activities after verification of time and work.</p> <p>Activity 2.1.1 : Identify community needs and potential Cash-For-Work projects which promote environmental health and increased market access through Community Risk Mapping with Shelter Committees.</p> <p>Activity 2.1.2 : Work with Shelter Committees and Clusters to develop action plan based on identified projects.</p> <p>Activity 2.1.3 : Based on community and cluster identified rehabilitation projects, determine the tools needed.</p> <p>Activity 2.2.1 : Based in community and cluster identified community rehabilitation projects, procure tools locally or in Bangui</p> <p>Activity 2.2.2 : Transport tools from Bangui</p>

Ouham	50	2,062	2,063	2,062	2,063	8,250	<p>Activity 1.1.1 : Conduct 100% verification and designate GPS coordinates to all selected HHs.</p> <p>Activity 1.1.2 : Conduct first public meeting to disseminate beneficiary list and receive discrepancies.</p> <p>Activity 1.1.3 : Conduct second public meeting to distribute final, corrected list.</p> <p>Activity 1.1.4 : Provide bar code identification cards to beneficiaries, differentiating between Cash-for-Work beneficiaries, those to receive Cash-for-Shelter and those to provide Cash-for-Shelter.</p> <p>Activity 1.1.5 : Conduct an outreach campaign, in coordination with local authorities, which sensitizes members of the Shelter Committees (comprised of local leaders, project beneficiaries and technical experts, ensuring representation of women, youth and various ethnic groups) to issues of secondary occupation, and is rooted in a conflict sensitivity and do no harm approach.</p> <p>Activity 1.2.1 : Conduct capacity reinforcement in Build Back Better techniques to enable households to build durable shelters compliant with Sphere standards and respecting local construction practices.</p> <p>Activity 1.2.2 : Conduct demonstrations with homes for HHs lacking an able-bodied member (linked to activity 1.5.2)</p> <p>Activity 1.2.3 : Distribute community tool kits (linked to activity 1.3.3)</p> <p>Activity 1.2.4 : Distribute tarps and/or roofing materials (linked to activity 1.3.4)</p> <p>Activity 1.3.1 : Based on village registrations, select community members from HHs not receiving shelter assistance for CFS</p> <p>Activity 1.3.2 : Facilitate demonstrations with CFS participants at most vulnerable HHs (linked to activity 1.4.2)</p> <p>Activity 1.3.3 : Distribute community tool kits (linked to activity 1.2.3)</p> <p>Activity 1.3.4 : Distribute tarps and/or roofing materials (linked to activity 1.2.4)</p> <p>Activity 1.3.5 : Supervise and verify CFS activities daily, recording participant work in time sheets updated daily.</p> <p>Activity 1.3.6 : Pay for CFS activities after verification of time and work.</p> <p>Activity 2.1.1 : Identify community needs and potential Cash-For-Work projects which promote environmental health and increased market access through Community Risk Mapping with Shelter Committees.</p> <p>Activity 2.1.2 : Work with Shelter Committees and Clusters to develop action plan based on identified projects.</p> <p>Activity 2.1.3 : Based on community and cluster identified rehabilitation projects, determine the tools needed.</p> <p>Activity 2.2.1 : Based in community and cluster identified community rehabilitation projects, procure tools locally or in Bangui</p> <p>Activity 2.2.2 : Transport tools from Bangui</p>
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Documents	
Category Name	Document Description
Project Supporting Documents	2014.12 CRS Shelter Reconstruction for Displaced Families in Ouham Final Evaluation by Abdelhamid Kalai.docx
Project Supporting Documents	2014.12 CRS Shelter in the Ouham Need Assessment Report by Abdelhamid Kalai - no photos.docx
Budget Documents	Sub-Grantee Budget for Caritas Bosssangoa.xls
Technical Review	please delete this outdated document
Technical Review	CRS Response to Sous Revision Technique 1 - uploaded to GMS April 8 2015.doc