

Requesting Organization :	Agency for Technical Cooperation and Development		
Allocation Type :	2023 1st Standard Allocation		
Primary Cluster	Sub Cluster	Percentage	
FOOD SECURITY AND AGRICULTURE		100.00	
		100	
Project Title :	Provision of livestock protection package and cash-based food assistance to vulnerable populations in Sar-e-Pol province.		
Allocation Type Category :			
OPS Details			
Project Code :		Fund Project Code :	CBPF-AFG-23-S-INGO-26352
Cluster :		Project Budget in US\$:	692,852.38
Planned project duration :	6 Months	Priority:	
Planned Start Date :	01/10/2023	Planned End Date :	31/03/2024
Actual Start Date:	09/11/2023	Actual End Date:	08/05/2024
Project Summary :	<p>The humanitarian situation in Afghanistan remains dire and is expected to deteriorate further over the coming period. The impending winter season, which coincides with the lean season in most parts of the country, is generally marked by a worsening food security situation. In 2023, the Humanitarian Response Plan (HRP) estimates that 29.2 million people are in urgent need of humanitarian aid and protection, and that 19.1 million people require assistance in the food security and agriculture sector. This period is generally marked by harsh winters and an increase in cases of livestock disease, while the reduction in pastureland can further compromise the livelihoods of those who depend mainly on agriculture and livestock farming.</p> <p>Therefore, and in line with the priorities of the Food and Agriculture Cluster (FSAC) and the Allocation Strategy, Acted proposes to provide cash for food and livestock protection packages to 3,967 households (HHs) (27,419 individuals), including women headed HHs (10%) and HHs with a person with disability (15%), in the province of Sar-e-Pol. The cash -based food basket consists of 75 USD per month, though according to FSAC guidelines it is recommended to distribute 50% of the recommended basket. 3,277 HHs will receive 50% of the basic food basket amount, which amounts to 37.5 USD per month in cash for three months to cover their food consumption gaps. For 3 months, this amounts to 112.5 USD in total per targeted household. Livestock protection packages (which consist of animal feed, de-wormer, straw and transportation costs) will also be provided for 690 HHs. Each HH will receive 100 kg of concentrated animal feed, 2 liters of de-wormer, 200 KG of straw (if available at market) and transportation costs worth of 4 dollars. A livestock deworming campaign will also be implemented for these same HHs, as well as for neighboring herders - a total of 10,000 ruminants will be dewormed. The two activities, livestock protection package distributions and the cash-based food assistance, target different households. Acted will verify this through their databases and ensure that there is no duplication of assistance. The activities will be implemented in three districts, namely Sancharak, Sayad and Gosfandi, in the province of Sar-e-Pol.</p>		

Direct beneficiaries :				
Men	Women	Boys	Girls	Total
4,772	5,101	8,363	9,183	27,419

Other Beneficiaries :					
Beneficiary name	Men	Women	Boys	Girls	Total
	384	481	685	684	2,234
	0	0	0	0	0
	0	0	0	0	0
	4,388	4,620	7,678	8,499	25,185
	0	0	0	0	0

Indirect Beneficiaries :

N/A

Catchment Population:

Link with allocation strategy :

The project is in line with and will contribute to the 2023 HRP Strategic Response Strategic Objectives (SO) 1: Mortality and morbidity of crisis-affected people of all gender and diversities are reduced through timely, multi-sectoral, lifesaving, equitable and safe assistance.

The proposed response is in line with AHF's first standard 2023 allocation strategy, as it targets priority districts (Sancharak, Sayad and Gosfandi) in Sar-e-Pol province and engages with the strategy's priority activities, namely food security and agriculture. Food security is indeed one of the priorities of the allocation strategy, as winter coincides with the lean season and is likely to be a high-risk period for food insecurity.

The targeted districts in Sar-e-Pol have been designated by the ICCT Winter Prioritization - August 2023 as high priority. Multisector needs are noted to worsen during winter months, particularly regarding food and health. This project will directly address these needs through cash for food for households identified as under IPC 3 as well as livestock protection activities.

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

BACKGROUND**1. Humanitarian context analysis****2. Needs assessment**

Acted relied on the Inter-Sector Winter Prioritization 2023 by the ICCT. In the food security and agriculture sector, an estimated 19.1 million people are in need of assistance, the main risks being: widespread severe hunger, morbidity and mortality; reduced funding; limited access; livestock diseases; sustained high food commodity prices; limited pasture and limited fodder stored by the most vulnerable smallholder herders; limited livelihood opportunities; although improved wheat harvests are expected, most vulnerable HHs will consume their harvest and will not be able to store seeds thereby affecting the next planting season. Sar-e-Pol has been designated as high priority.

Sar-e-Pol is in IPC Phase 3, meaning that 255,802 people (30% of the population) are in a Food security crisis. Last year in the winter, Sar-e-Pol was in IPC Phase 4 with 170,534 people (20% of the population) in a Food Security Emergency situation. As per WFP's report, 87% of people in Afghanistan face inadequate food consumption (WFP, Afghanistan Food Security Update, June 2023). HHs that have persons with disabilities are faced with even worse food consumptions than HHs without persons with disabilities. 63% of HHs with PwD have poor food consumption compared to 45% of HHs without PwD (ibid).

The priority activities of the FSAC are early action and timely provision of humanitarian food and agricultural aid to populations in IPC phases 3 and 4, to reduce the effects of the expected harsh winters.

3. Description Of Beneficiaries**4. Grant Request Justification**

To meet the needs that will arise from the harsh winter conditions and in the context of high food insecurity across the country, Acted will implement cash-for-food and livestock protection interventions in 3 districts of Sar-e-Pol province (Sancharak, Sayad and Gosfandi). The project will support 3,967 HHs (27,419 individuals) over a 6-month period - from 15th of October 2023 to 14th of April 2024. 690 households will receive livestock protection packages while 3,277 households are receiving cash-based food assistance. Across the country, economic instability, high residual debts, low levels of remittances, flood-related disasters, the lingering effects of successive droughts, as well as high food prices and reduced food aid and livelihood support, will exacerbate the already high levels of food insecurity in many provinces during the winter season. The province of Sar-e-Pol has been identified as one of the priority provinces for assistance as part of the Inter-Sector Winter Prioritization for 2023. Sar-e-Pol is located in northern Afghanistan, where large areas have been most affected by reductions in agricultural and livestock production and

are expected to face a crisis (IPC phase 3) from late 2023 until at least early 2024, according to the Famine Early Warning System network.

5. Complementarity

LOGICAL FRAMEWORK

Overall project objective

To provide assistance to 3,967 vulnerable and food insecure households (27,419 individuals) in IPC 3 through the provision of cash for food and livestock protection, to ensure that households can meet their basic needs and to improve their overall food security.

FOOD SECURITY AND AGRICULTURE

Cluster objectives	Strategic Response Plan (SRP) objectives	Percentage of activities
2023 HRP FSAC CO1: Shock- affected (Conflict IDP, returnee, refugee, natural disaster and targeted IPC 3 and 4) women, men and children of all ages (Conflict IDP, returnee, refugee, natural disaster and targeted IPC 3 and 4) have a minimum household food consumption score above 42.5	SO1: Mortality and morbidity of crisis-affected people of all gender and diversities are reduced through timely, multi-sectoral, lifesaving, equitable and safe assistance.	100

Contribution to Cluster/Sector Objectives : Contribution to cluster/sector objectives: The project will contribute to the cluster's winter priorities by providing early action and humanitarian food and agricultural support in IPC phase 3 populations to reduce the impacts of expected harsh winters and prevent people from falling into more severe food insecurity, while helping to protect communities' resilience and productive capacity. The project will support the food consumption gaps for 27,419 individuals (3,967 HHs) in Sar-e-Pol province. The project is in line with and will contribute to the 2023 HRP Strategic Response Strategic Objectives (SO) 1: Mortality and morbidity of crisis-affected people of all gender and diversities are reduced through timely, multi-sectoral, lifesaving, equitable and safe assistance.

Outcome 1

3,823 food insecure households are supported through cash for food and livestock protection.

Output 1.1

Description

Cash for food is provided to 22,939 individuals (3,277 HHs) in Sancharak, Sayad and Gosfandi districts in Sar-e-Pol province to cover their food needs for 3 months.

Assumptions & Risks

Indicators

Code	Cluster	Indicator	End cycle beneficiaries				End cycle
			Men	Women	Boys	Girls	Target
Indicator 1.1.1	FOOD SECURITY AND AGRICULTURE	Output: # Shock-affected and vulnerable women, men, girls and boys of all ages who receive adequate food/cash responses, in a timely manner (IDP, returnee, refugee, natural disaster affected and those facing crisis and emergency levels of food insecurity (IPC 3 and 4).	3,991	4,267	6,996	7,685	22,939

Means of Verification : <p>Beneficiary database, distribution list</p>

Indicator 1.1.2	FOOD SECURITY AND AGRICULTURE								85
Means of Verification : <p>PDM</p>									
Indicator 1.1.3	FOOD SECURITY AND AGRICULTURE								85
Means of Verification : <p>PDM</p>									
Indicator 1.1.4	FOOD SECURITY AND AGRICULTURE								85
Means of Verification : <p>PDM</p>									
Indicator 1.1.5	FOOD SECURITY AND AGRICULTURE								85
Means of Verification : <p>CFM reports</p>									
Indicator 1.1.6	FOOD SECURITY AND AGRICULTURE								30
Means of Verification : <p>PDM</p>									
Indicator 1.1.7	FOOD SECURITY AND AGRICULTURE	Number of people receiving Sector-specific unconditional cash transfers	0	0	0	0	0	0	0
Means of Verification :									
Indicator 1.1.8	FOOD SECURITY AND AGRICULTURE	Total value of Sector-specific unconditional cash transfers distributed in USD	0	0	0	0	0	368,662	
Means of Verification :									
Indicator 1.1.9	FOOD SECURITY AND AGRICULTURE	<p>% of households who use cash for food </p>	0	0	0	0	0	60	
Means of Verification : <p>PDM</p>									
Activities									
Activity 1.1.1									
Standard Activity : Not Selected									
Market Assessment and Wheat Monitoring									
<p>To inform its programming strategy, Acted regularly reviews the latest data from REACH's Joint Market Monitoring Initiative (JMMI) to get the most up to date indication on markets and prices and confirm the feasibility of cash assistance in the targeted locations. Should there be a need for more detailed data on the markets, Acted may decide to conduct market assessment on an ad hoc basis. Acted has significant experience, technical expertise and strong tools in cash programming and market assessments and would be able to adapt and strengthen its existing market assessment tools to capture more specific and relevant food related information. This would ensure the quality and reliability of the market assessments, which could then be shared with the wider humanitarian community to support informed cash programming and planning. While the total cash value to be distributed to beneficiaries is high, the beneficiaries will be selected from a range of communities and villages and will have access to several markets across the targeted districts. Therefore, the cash disbursement will be spread across a wide geographical area and absorbed by different markets, which will prevent market distortion. Access to markets for women will also be ensured.</p> <p>Acted will also monitor the availability of wheat through FAO, FSAC and the Famine Early Warning System Network reports to foresee any possible shortage which may impact the average monthly expenditures on food commodities and the average cost of the Food Basket in the targeted areas.</p>									
Activity 1.1.2									
Standard Activity : Not Selected									

Sensitization and selection of beneficiaries

Acted will conduct sensitization and mobilization campaigns with key stakeholders in the targeted communities to raise awareness on the project's objectives, the targeted BNFs, selection criteria, and the assistance that will be provided to ensure a coordinated & community-based approach. The sensitization & mobilization campaigns will ensure transparency, accountability and acceptance of the response. This will involve in-person meetings with local authorities and leaders. In line with relevant authorities and FSAC partners, Acted will identify vulnerable food insecure HHs and conduct BNF selection surveys at HH level that meet the criteria. The BNF identification/selection will be conducted in consultation and coordination through selection committees to ensure that the assessment is community-based and that the most vulnerable HHs are identified and assessed. The BNF selection process will be conducted by Acted's program team, who will be responsible for community engagement and the BNF selection assessment. Acted's MEALU will analyze the data and verify the program team selection to support in the identification of the most vulnerable and food insecure beneficiaries based on criteria and guidelines outlined by the FSAC, which will be two-fold: 1) Eligibility of beneficiaries, including residence in target areas, HH not having received cash assistance in the past months; and 2) Vulnerability of BNFs, such as food security level, coping strategies, amount of debt, conflict or natural disaster affected, and ratio of economically dependents members in the HH (e.g. elderly, children, persons with disabilities, medical problems). Out of the total targeted HHs, 10% will be women headed HHs, thus during BNF selection this will be taken into consideration. Acted will highlight this priority with the community stakeholders, local leaders and if accessible, women community groups. Acted's Complaints and Feedback Mechanism (CFM) will be in place from the beginning of the project so that (non) BNFs can contact Acted in case they have any feedback/complaint to make about the process of BNF selection. Acted has a MoU with Awaaz and will inform all BNFs of the contact number. MEAL will notify the program team of any duplicates with this and other projects. If HHs have already been identified for Output 1.2, then they will not be eligible for food cash-based assistance & vice versa.

Activity 1.1.3

Standard Activity : Unconditional cash transfer

Acted will provide 3 months' worth of 50% of the recommended food basket amount in cash to cover the food consumption gaps for each of the targeted 3,277 HHs individuals (22,939 individuals) in Sancharak, Sayad and Gosfandi districts. To align with FSAC and the Cash and Voucher Working Group's guidance and strategies, the value of cash for food assistance is based on the recommended food basket value of \$75 USD per month, as reviewed by the CVWG and advised by the FSAC in August 2023 for all Afghanistan. Therefore, beneficiaries will receive a total of \$112.50 USD (provided in AFN at the prevailing rate) for 3 months (=37.50 per month), equivalent to 50% of the recommended food basket. The cash distribution will be unconditional and unrestricted. The cash grant is planned to be distributed in 2 installments - as the amount would be too low if distributed in 3 installments, i.e. once a month, and also to mitigate the risk of winter conditions preventing distribution. This may change according to the context, for example if harsh winter conditions or beneficiary protection risks impose to reduce the number of installments. Cash will be distributed directly by Acted's staff or, if not possible, through a Financial Service Provider already contracted by Acted, under the supervision of Acted. The distribution will take place in secure locations in the three districts - men and women will be separated to respect cultural sensitivities. If Acted is confronted with families that do not have legal documents (NIDs), the NIDs of other family members will be used for the distribution. In cases where the whole family does not have a NID, the NIDs of their relatives will be used, and in cases where they have no relatives, Acted will use temporary tokens to identify them. Due to the severity of the food security needs and lack of livelihoods and income generating opportunities across the targeted province, Acted will target districts that are facing food insecurity and income gaps under IPC 3. The cash assistance may be informed by an ad-hoc market assessment outlined above. Beneficiaries will be strongly sensitized through awareness-raising sessions on the use of the cash and good nutritional practices, i.e. what to buy, what are the essentials of a family food basket, how to make the most of seasonal vegetables, how to add basic vegetables to their usual food basket, etc. Awareness-raising will be delivered during distributions by trained Acted staff.

Activity 1.1.4

Standard Activity : Not Selected

Monitoring

Acted's independent Monitoring, Evaluation and Learning Unit (MEALU) will conduct on-site monitoring during distributions, to assess the distribution process and to ensure that project participants receive the assistance in a timely and quality manner, as well as to ensure that Acted's programme staff and FSP are following the correct distribution procedures and that participants' immediate feedback is taken into account. Depending on the security situation in target locations, Acted's MEALU will aim to be present and conduct on-site monitoring at all distributions.

Acted uses its own M&E tools and observation checklists during the on-site monitoring visits. The main standard sections of these on-site monitoring checklist include the organization of the distribution point, distribution center messages, cash handling and distribution process, crowd control and security, and awareness of Acted's complaints and feedback mechanism. The MEAL Officer/Assistant attending the distribution will complete the on-site monitoring checklist on Kobo and submit the data to Acted's server for further processing and review by the MEALU at capital-level. Findings of on-site monitoring are then discussed with the Program team and disseminated to other relevant Acted staff and senior management via email in on-site monitoring reports. Observations and lessons learned from the monitoring visits of previous distributions will be used to improve the distribution process.

Activity 1.1.5

Standard Activity : Not Selected

Post Distribution Monitoring

Acted's independent MEALU will carry out at least 1 post-distribution monitoring (PDM) household-level survey on a representative sample of the targeted project participants within 1-2 months after the cash distribution. The PDM survey will measure the relevant indicators and provide an insight into the distribution process, protection mainstreaming, the use of the cash distributed and project participants' satisfaction with cash as a form of food assistance. Additionally, it will allow for an assessment of the impact of the action and its ability to meet communities' basic needs, with particular attention paid to the effectiveness of the intervention, as well as on the value of the food assistance. This will help in monitoring and understanding the use of cash in humanitarian assistance on a broader scale in Afghanistan, and in identifying any gaps or needs that could not be addressed through the provision of cash.

The MEALU will utilize its own M&E tools and will ensure the data is collected in a robust and reliable manner through employing strict sampling (5-8% MoE or at least 10% of total beneficiaries) and data quality checking methods. Acted's standard PDM tool covers feedback on participant targeting, collection of cash, use of cash and intended use of cash, market behavior, third-party payments, satisfaction with assistance, preferred modality for future assistance, use of Acted's CFM.

MEALU will aim to survey women, men and persons with disabilities in the PDM.

The MEAL Officers/Assistants and/or enumerators conducting the PDM survey will complete the structured tool on Kobo and submit the data to Acted's server for further processing and analysis by the MEALU at capital-level. Findings of the PDM survey are then discussed with the Program team, disseminated to other relevant Acted staff and senior management, and integrated into the final report.

Output 1.2

Description

Livestock protection is provided to 4,480 individuals (690 HHs) in Sancharak, Sayad and Gosfandi districts in Sar-e-Pol province.

Assumptions & Risks

Indicators

Code	Cluster	Indicator	End cycle beneficiaries				End cycle
			Men	Women	Boys	Girls	Target
Indicator 1.2.1	FOOD SECURITY AND AGRICULTURE		780	833	1,366	1,501	4,480

Means of Verification : <p>Beneficiary database, distribution list </p>							
Indicator 1.2.2	FOOD SECURITY AND AGRICULTURE						10,000
Means of Verification : <p>Project database</p>							
Indicator 1.2.3	FOOD SECURITY AND AGRICULTURE						85
Means of Verification : <p>PDM</p>							
Indicator 1.2.4	FOOD SECURITY AND AGRICULTURE						85
Means of Verification : <p>PDM</p>							
Indicator 1.2.5	FOOD SECURITY AND AGRICULTURE						85
Means of Verification : <p>PDM</p>							
Indicator 1.2.6	FOOD SECURITY AND AGRICULTURE						85
Means of Verification : <p>PDM</p>							
Activities							
Activity 1.2.1							
Standard Activity : Not Selected							
<p>Sensitization and selection of beneficiaries</p> <p>At the onset of the project, Acted will conduct sensitization and mobilization campaigns with key stakeholders in the targeted communities to raise awareness on the project's objectives, the targeted beneficiaries and selection criteria, and the assistance that will be provided to ensure a coordinated and community-based approach. The sensitization and mobilization campaigns will ensure transparency and accountability towards the community and ensure community acceptance of the response in the targeted communities. This will involve in-person meetings held with local authorities and local leaders.</p> <p>Following the identification of specific communities, in line with relevant authorities and FSAC partners, Acted will identify vulnerable households with maximum 8 small and 2 large ruminants affected by drought, who lost their forage crops due to the drought and farmers with lack of financial assets to deworm their livestock on a seasonal basis. The beneficiary identification and selection will be conducted in consultation and coordination with the local community through the creation of selection committees to ensure that the assessment is community-based and that the most vulnerable communities and HHs are identified and assessed and that there is no overlap or duplication of response. The beneficiary selection process will be conducted by Acted's program team, who will be responsible for community engagement and the beneficiary selection assessment. Acted's MEALU will analyze the data and verify the program team selection to support in the identification of the most vulnerable farmer beneficiaries based on criteria and guidelines outlined by the FSAC.</p> <p>Acted's Complaints and Feedback Mechanism (CFM) will be in place from the beginning of the project so that (non) beneficiaries can contact Acted in case they have any feedback or complaint to make about the process of beneficiary selection. Acted has a Memorandum of Understanding (MoU) with Awaaz and will inform all beneficiaries of Awaaz and its contact number.</p>							
Activity 1.2.2							
Standard Activity : Not Selected							

Procurement of animal feed, de-wormer, straw

At the beginning of the project, Acted's team staff will issue an order form for the procurement of animal feed (100 KG), straw (200 KG) and de-wormer (2L). The logistics team will then inspect the market for its availability, followed by a quotation of the market price. Once samples have been identified, a quality and sample check will be carried out by taking into consideration the price as well. The contract will then be signed with the identified supplier where the terms of delivery, payment, timeline and supplier availability will be clarified. Acted will need two warehouses for the project to store the animal feed - one in Sayad and one in Gosfandi district where two stock keepers will be staffed. An Acted site camp in Sancharak district will also be used for storing the stock. This way, Acted's stock will not be too distanced from the project locations. Acted will ensure that the input is stored safely and correctly according to Acted's standards.

Activity 1.2.3

Standard Activity : Livelihoods support: livestock protection package (1 month)

Livestock protection

Livestock protection will be provided to 690 HHs in 3 districts, namely Sancharak, Sayad and Gosfandi.(230 HHs per district). The feed will be stocked in rented warehouses in Gosfandi and Sayad, and in the Acted sub-office in Sancharak. Each beneficiary will receive 100kg of concentrated animal feed, 2 liters of de-wormer, 200 kg of straw and 4 dollars for transportation costs for their livestock to be used during the winter season. The distribution process will be coordinated with the relevant services at district level, mainly the Department of Agriculture, as well as with the community leaders. A suitable public location will be chosen, respecting all safety and security measures to guarantee the safety of all beneficiaries. Separate places will be arranged for men and women to respect cultural sensitivities. Once the locations are secured, all beneficiaries will be invited to attend, as will the heads of the relevant departments and the communities. The distribution will proceed over 2 or 3 days. In addition, they will also receive one-day training on livestock proper feeding, proper housing, deworming and timely vaccination.

Activity 1.2.4

Standard Activity : Not Selected

Livestock deworming campaign

A livestock deworming campaign will be launched in the targeted districts to cover an average of 10,000 small and large ruminants.

On average, 10 (8 small and 2 large) ruminants belonging to the 690 HHs targeted by activity 1.2.2, i.e. a total of 6,900 ruminants, will be dewormed. The remaining 3,100 will be ruminants belonging to neighboring farmers. Acted will purchase 690 bottles of anthelmintic dewormer (Ivermectin), enough to deworm the planned 10,000 small and large ruminants. Acted's Doctor of Veterinary Medicine (DVM) will also train farmers on how and when to use the medicine to deworm their livestock. The feeder and medicine will be distributed to beneficiaries at the same time. After distribution, the DVM and community mobilizers will visit the villages to launch the deworming program. Once the team announces a deworming campaign in the village, all farmers bring their livestock for deworming. Acted has experience in this type of activity through similar projects implemented in the past.

Activity 1.2.5

Standard Activity : Not Selected

Post Distribution Monitoring

Acted's independent MEALU will carry out a post-distribution monitoring (PDM) household-level survey on a representative sample of the targeted project participants within 1-2 months after the livestock package distribution. The PDM survey will measure the relevant indicators and provide an insight into the distribution process, protection mainstreaming, the use of the assistance distributed and project participants' satisfaction with the form of assistance. Additionally, it will allow for an assessment of the impact of the action and its ability to meet communities' basic needs, with particular attention paid to the effectiveness of the intervention, as well as on the value of the livestock assistance.

The MEALU will utilize its own M&E tools and will ensure the data is collected in a robust and reliable manner through employing strict sampling (5-8% MoE) and data quality checking methods. Acted's standard PDM tool covers feedback on participant targeting, collection of assistance, use of assistance, third-party payments, satisfaction with assistance and training, preferred modality for future assistance, use of Acted's CFM.

MEALU will aim to survey women, men and persons with disabilities in the PDM.

The MEAL Officers/Assistants and/or enumerators conducting the PDM survey will complete the structured tool on Kobo and submit the data to Acted's server for further processing and analysis by the MEALU at capital-level. Findings of the PDM survey are then discussed with the Program team, disseminated to other relevant Acted staff and senior management, and integrated into the final report.

Activity 1.2.6

Standard Activity : Not Selected

Monitoring

Acted's independent Monitoring, Evaluation and Learning Unit (MEALU) will conduct on-site monitoring during distributions, to assess the distribution process and to ensure that project participants receive the assistance in a timely and quality manner, as well as to ensure that Acted's programme staff are following the correct distribution procedures and that participants' immediate feedback is taken into account. Depending on the security situation in target locations, Acted's MEALU will aim to be present and conduct on-site monitoring at all distributions. On-site monitoring will equally be conducted at the training sessions under livestock protection to monitor the training delivery.

Acted uses its own M&E tools and observation checklists during the on-site monitoring visits. The main standard sections of the distribution on-site monitoring checklist include the organization of the distribution point, distribution center messages, handling of the assistance and distribution process, crowd control and security, and awareness of Acted's complaints and feedback mechanism. The main standard sections of the training on-site monitoring checklist include training environment, training structure, training content, training materials/tools/methods, trainers' behavior and participants' engagement.

The MEAL Officer/Assistant attending the distribution or training session will complete the on-site monitoring checklist on Kobo and submit the data to Acted's server for further processing and review by the MEALU at capital-level. Findings of on-site monitoring are then discussed with the Program team and disseminated to other relevant Acted staff and senior management via email in on-site monitoring reports. Observations and lessons learned from the monitoring visits of previous distributions and training sessions will be used to improve the distribution process and future training sessions.

Additional Targets :

M & R

Monitoring & Reporting plan

Acted's independent MEALU uses its own M&E tools, employs strict data collection, sampling, and quality check methods, and shares findings to improve the relevance, quality and accountability of projects.

Monitoring

1. Verification: MEALU will ensure that selected participants meet eligibility and vulnerability criteria.
2. Onsite monitoring: MEALU will conduct spot checks monitoring the cash distribution process and ensuring Acted gets participants' immediate feedback.
3. PDM: a PDM survey will be conducted with a sample of participants 1-2 months after the cash distribution to measure the impact of the assistance and assess participants' satisfaction.

Reporting

1. Project participant lists/data analysis will be provided by field team and PM.
2. Acted will use its monitoring tool, the project management framework.
3. Acted will report via ReportHub.

- 4. Report to AHF and provision of information on ad hoc basis as required
- 5. PDM findings to AHF submitted together with final report.

Workplan													
Activitydescription	Year	1	2	3	4	5	6	7	8	9	10	11	12
<p>Activity 1.1.1:</p> <p>Market Assessment and Wheat Monitoring</p> <p>To inform its programming strategy, Acted regularly reviews the latest data from REACH's Joint Market Monitoring Initiative (JMMI) to get the most up to date indication on markets and prices and confirm the feasibility of cash assistance in the targeted locations. Should there be a need for more detailed data on the markets, Acted may decide to conduct market assessment on an ad hoc basis. Acted has significant experience, technical expertise and strong tools in cash programming and market assessments and would be able to adapt and strengthen its existing market assessment tools to capture more specific and relevant food related information. This would ensure the quality and reliability of the market assessments, which could then be shared with the wider humanitarian community to support informed cash programming and planning.</p> <p>While the total cash value to be distributed to beneficiaries is high, the beneficiaries will be selected from a range of communities and villages and will have access to several markets across the targeted districts. Therefore, the cash disbursement will be spread across a wide geographical area and absorbed by different markets, which will prevent market distortion. Access to markets for women will also be ensured.</p> <p>Acted will also monitor the availability of wheat through FAO, FSAC and the Famine Early Warning System Network reports to foresee any possible shortage which may impact the average monthly expenditures on food commodities and the average cost of the Food Basket in the targeted areas.</p>	1												

<p>Activity 1.1.2:</p> <p>Sensitization and selection of beneficiaries</p> <p>Acted will conduct sensitization and mobilization campaigns with key stakeholders in the targeted communities to raise awareness on the project's objectives, the targeted BNFs, selection criteria, and the assistance that will be provided to ensure a coordinated & community-based approach. The sensitization & mobilization campaigns will ensure transparency, accountability and acceptance of the response. This will involve in-person meetings with local authorities and leaders. In line with relevant authorities and FSAC partners, Acted will identify vulnerable food insecure HHs and conduct BNF selection surveys at HH level that meet the criteria. The BNF identification/selection will be conducted in consultation and coordination through selection committees to ensure that the assessment is community-based and that the most vulnerable HHs are identified and assessed. The BNF selection process will be conducted by Acted's program team, who will be responsible for community engagement and the BNF selection assessment. Acted's MEALU will analyze the data and verify the program team selection to support in the identification of the most vulnerable and food insecure beneficiaries based on criteria and guidelines outlined by the FSAC, which will be two-fold: 1) Eligibility of beneficiaries, including residence in target areas, HH not having received cash assistance in the past months; and 2) Vulnerability of BNFs, such as food security level, coping strategies, amount of debt, conflict or natural disaster affected, and ratio of economically dependents members in the HH (e.g. elderly, children, persons with disabilities, medical problems). Out of the total targeted HHs, 10% will be women headed HHs, thus during BNF selection this will be taken into consideration. Acted will highlight this priority with the community stakeholders, local leaders and if accessible, women community groups. Acted's Complaints and Feedback Mechanism (CFM) will be in place from the beginning of the project so that (non) BNFs can contact Acted in case they have any feedback/complaint to make about the process of BNF selection. Acted has a MoU with Awaaz and will inform all BNFs of the contact number. MEAL will notify the program team of any duplicates with this and other projects. If HHs have already been identified for Output 1.2, then they will not be eligible for food cash-based assistance & vice versa.</p>	1											
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<p>Activity 1.1.3:</p> <p>Acted will provide 3 months' worth of 50% of the recommended food basket amount in cash to cover the food consumption gaps for each of the targeted 3,277 HHs individuals (22,939 individuals) in Sancharak, Sayad and Gosfandi districts. To align with FSAC and the Cash and Voucher Working Group's guidance and strategies, the value of cash for food assistance is based on the recommended food basket value of \$75 USD per month, as reviewed by the CVWG and advised by the FSAC in August 2023 for all Afghanistan. Therefore, beneficiaries will receive a total of \$112.50 USD (provided in AFN at the prevailing rate) for 3 months (=37.50 per month), equivalent to 50% of the recommended food basket. The cash distribution will be unconditional and unrestricted. The cash grant is planned to be distributed in 2 installments - as the amount would be too low if distributed in 3 installments, i.e. once a month, and also to mitigate the risk of winter conditions preventing distribution. This may change according to the context, for example if harsh winter conditions or beneficiary protection risks impose to reduce the number of installments. Cash will be distributed directly by Acted's staff or, if not possible, through a Financial Service Provider already contracted by Acted, under the supervision of Acted. The distribution will take place in secure locations in the three districts - men and women will be separated to respect cultural sensitivities. If Acted is confronted with families that do not have legal documents (NIDs), the NIDs of other family members will be used for the distribution. In cases where the whole family does not have a NID, the NIDs of their relatives will be used, and in cases where they have no relatives, Acted will use temporary tokens to identify them.</p> <p>Due to the severity of the food security needs and lack of livelihoods and income generating opportunities across the targeted province, Acted will target districts that are facing food insecurity and income gaps under IPC 3. The cash assistance may be informed by an ad-hoc market assessment outlined above.</p> <p>Beneficiaries will be strongly sensitized through awareness-raising sessions on the use of the cash and good nutritional practices, i.e. what to buy, what are the essentials of a family food basket, how to make the most of seasonal vegetables, how to add basic vegetables to their usual food basket, etc. Awareness-raising will be delivered during distributions by trained Acted staff.</p>	1						
<p>Activity 1.1.4:</p> <p><u>Monitoring</u></p> <p>Acted's independent Monitoring, Evaluation and Learning Unit (MEALU) will conduct on-site monitoring during distributions, to assess the distribution process and to ensure that project participants receive the assistance in a timely and quality manner, as well as to ensure that Acted's programme staff and FSP are following the correct distribution procedures and that participants' immediate feedback is taken into account. Depending on the security situation in target locations, Acted's MEALU will aim to be present and conduct on-site monitoring at all distributions.</p> <p>Acted uses its own M&E tools and observation checklists during the on-site monitoring visits. The main standard sections of these on-site monitoring checklist include the organization of the distribution point, distribution center messages, cash handling and distribution process, crowd control and security, and awareness of Acted's complaints and feedback mechanism. The MEAL Officer/Assistant attending the distribution will complete the on-site monitoring checklist on Kobo and submit the data to Acted's server for further processing and review by the MEALU at capital-level. Findings of on-site monitoring are then discussed with the Program team and disseminated to other relevant Acted staff and senior management via email in on-site monitoring reports. Observations and lessons learned from the monitoring visits of previous distributions will be used to improve the distribution process.</p>	1						

Activity 1.1.5:

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Post Distribution Monitoring

Acted's independent MEALU will carry out at least 1 post-distribution monitoring (PDM) household-level survey on a representative sample of the targeted project participants within 1-2 months after the cash distribution. The PDM survey will measure the relevant indicators and provide an insight into the distribution process, protection mainstreaming, the use of the cash distributed and project participants' satisfaction with cash as a form of food assistance. Additionally, it will allow for an assessment of the impact of the action and its ability to meet communities' basic needs, with particular attention paid to the effectiveness of the intervention, as well as on the value of the food assistance. This will help in monitoring and understanding the use of cash in humanitarian assistance on a broader scale in Afghanistan, and in identifying any gaps or needs that could not be addressed through the provision of cash.

The MEALU will utilize its own M&E tools and will ensure the data is collected in a robust and reliable manner through employing strict sampling (5-8% MoE or at least 10% of total beneficiaries) and data quality checking methods. Acted's standard PDM tool covers feedback on participant targeting, collection of cash, use of cash and intended use of cash, market behavior, third-party payments, satisfaction with assistance, preferred modality for future assistance, use of Acted's CFM.

MEALU will aim to survey women, men and persons with disabilities in the PDM. The MEAL Officers/Assistants and/or enumerators conducting the PDM survey will complete the structured tool on Kobo and submit the data to Acted's server for further processing and analysis by the MEALU at capital-level. Findings of the PDM survey are then discussed with the Program team, disseminated to other relevant Acted staff and senior management, and integrated into the final report.

<p>Activity 1.2.1:</p> <p>Sensitization and selection of beneficiaries</p> <p>At the onset of the project, Acted will conduct sensitization and mobilization campaigns with key stakeholders in the targeted communities to raise awareness on the project's objectives, the targeted beneficiaries and selection criteria, and the assistance that will be provided to ensure a coordinated and community-based approach. The sensitization and mobilization campaigns will ensure transparency and accountability towards the community and ensure community acceptance of the response in the targeted communities. This will involve in-person meetings held with local authorities and local leaders.</p> <p>Following the identification of specific communities, in line with relevant authorities and FSAC partners, Acted will identify vulnerable households with maximum 8 small and 2 large ruminants affected by drought, who lost their forage crops due to the drought and farmers with lack of financial assets to deworm their livestock on a seasonal basis. The beneficiary identification and selection will be conducted in consultation and coordination with the local community through the creation of selection committees to ensure that the assessment is community-based and that the most vulnerable communities and HHs are identified and assessed and that there is no overlap or duplication of response. The beneficiary selection process will be conducted by Acted's program team, who will be responsible for community engagement and the beneficiary selection assessment. Acted's MEALU will analyze the data and verify the program team selection to support in the identification of the most vulnerable farmer beneficiaries based on criteria and guidelines outlined by the FSAC.</p> <p>Acted's Complaints and Feedback Mechanism (CFM) will be in place from the beginning of the project so that (non) beneficiaries can contact Acted in case they have any feedback or complaint to make about the process of beneficiary selection. Acted has a Memorandum of Understanding (MoU) with Awaaz and will inform all beneficiaries of Awaaz and its contact number.</p>	1											
<p>Activity 1.2.2:</p> <p>Procurement of animal feed, de-wormer, straw</p> <p>At the beginning of the project, Acted's team staff will issue an order form for the procurement of animal feed (100 KG), straw (200 KG) and de-wormer (2L). The logistics team will then inspect the market for its availability, followed by a quotation of the market price. Once samples have been identified, a quality and sample check will be carried out by taking into consideration the price as well. The contract will then be signed with the identified supplier where the terms of delivery, payment, timeline and supplier availability will be clarified. Acted will need two warehouses for the project to store the animal feed - one in Sayad and one in Gosfandi district where two stock keepers will be staffed. An Acted site camp in Sancharak district will also be used for storing the stock. This way, Acted's stock will not be too distanced from the project locations. Acted will ensure that the input is stored safely and correctly according to Acted's standards.</p>	1											

<p>Activity 1.2.3:</p> <p>Livestock protection</p> <p>Livestock protection will be provided to 690 HHs in 3 districts, namely Sancharak, Sayad and Gosfandi. (230 HHs per district). The feed will be stocked in rented warehouses in Gosfandi and Sayad, and in the Acted sub-office in Sancharak. Each beneficiary will receive 100kg of concentrated animal feed, 2 liters of dewormer, 200 kg of straw and 4 dollars for transportation costs for their livestock to be used during the winter season. The distribution process will be coordinated with the relevant services at district level, mainly the Department of Agriculture, as well as with the community leaders. A suitable public location will be chosen, respecting all safety and security measures to guarantee the safety of all beneficiaries. Separate places will be arranged for men and women to respect cultural sensitivities. Once the locations are secured, all beneficiaries will be invited to attend, as will the heads of the relevant departments and the communities. The distribution will proceed over 2 or 3 days. In addition, they will also receive one-day training on livestock proper feeding, proper housing, deworming and timely vaccination.</p>	1											
<p>Activity 1.2.4:</p> <p>Livestock deworming campaign</p> <p>A livestock deworming campaign will be launched in the targeted districts to cover an average of 10,000 small and large ruminants.</p> <p>On average, 10 (8 small and 2 large) ruminants belonging to the 690 HHs targeted by activity 1.2.2, i.e. a total of 6,900 ruminants, will be dewormed. The remaining 3,100 will be ruminants belonging to neighboring farmers. Acted will purchase 690 bottles of anthelmintic dewormer (Ivermectin), enough to deworm the planned 10,000 small and large ruminants. Acted's Doctor of Veterinary Medicine (DVM) will also train farmers on how and when to use the medicine to deworm their livestock. The feeder and medicine will be distributed to beneficiaries at the same time. After distribution, the DVM and community mobilizers will visit the villages to launch the deworming program. Once the team announces a deworming campaign in the village, all farmers bring their livestock for deworming. Acted has experience in this type of activity through similar projects implemented in the past.</p>	1											

<p>Activity 1.2.5:</p> <p><u>Post Distribution Monitoring</u></p> <p>Acted's independent MEALU will carry out a post-distribution monitoring (PDM) household-level survey on a representative sample of the targeted project participants within 1-2 months after the livestock package distribution. The PDM survey will measure the relevant indicators and provide an insight into the distribution process, protection mainstreaming, the use of the assistance distributed and project participants' satisfaction with the form of assistance. Additionally, it will allow for an assessment of the impact of the action and its ability to meet communities' basic needs, with particular attention paid to the effectiveness of the intervention, as well as on the value of the livestock assistance.</p> <p>The MEALU will utilize its own M&E tools and will ensure the data is collected in a robust and reliable manner through employing strict sampling (5-8% MoE) and data quality checking methods. Acted's standard PDM tool covers feedback on participant targeting, collection of assistance, use of assistance, third-party payments, satisfaction with assistance and training, preferred modality for future assistance, use of Acted's CFM.</p> <p>MEALU will aim to survey women, men and persons with disabilities in the PDM. The MEAL Officers/Assistants and/or enumerators conducting the PDM survey will complete the structured tool on Kobo and submit the data to Acted's server for further processing and analysis by the MEALU at capital-level. Findings of the PDM survey are then discussed with the Program team, disseminated to other relevant Acted staff and senior management, and integrated into the final report.</p>	1											
<p>Activity 1.2.6:</p> <p><u>Monitoring</u></p> <p>Acted's independent Monitoring, Evaluation and Learning Unit (MEALU) will conduct on-site monitoring during distributions, to assess the distribution process and to ensure that project participants receive the assistance in a timely and quality manner, as well as to ensure that Acted's programme staff are following the correct distribution procedures and that participants' immediate feedback is taken into account. Depending on the security situation in target locations, Acted's MEALU will aim to be present and conduct on-site monitoring at all distributions. On-site monitoring will equally be conducted at the training sessions under livestock protection to monitor the training delivery.</p> <p>Acted uses its own M&E tools and observation checklists during the on-site monitoring visits. The main standard sections of the distribution on-site monitoring checklist include the organization of the distribution point, distribution center messages, handling of the assistance and distribution process, crowd control and security, and awareness of Acted's complaints and feedback mechanism. The main standard sections of the training on-site monitoring checklist include training environment, training structure, training content, training materials/tools/methods, trainers' behavior and participants' engagement.</p> <p>The MEAL Officer/Assistant attending the distribution or training session will complete the on-site monitoring checklist on Kobo and submit the data to Acted's server for further processing and review by the MEALU at capital-level. Findings of on-site monitoring are then discussed with the Program team and disseminated to other relevant Acted staff and senior management via email in on-site monitoring reports. Observations and lessons learned from the monitoring visits of previous distributions and training sessions will be used to improve the distribution process and future training sessions.</p>	1											

OTHER INFO

Accountability to Affected Populations

Acted has a strong sensitivity to the 'do no harm' principle. Local community, authorities, women, people living with disabilities as any other diverse group will be included throughout. The needs assessment is based on Acted's long-standing presence in the region and discussions with local authorities and key informant interviews. Acted will involve communities in the project participant identification/selection process through local leaders, CDCs, and conversations with community members, including marginalized people, to identify the most vulnerable. Intervention modalities will be explained to the targeted community via their preferred way of communication and in local languages. All assessments and community consultations will be organized in a gender-sensitive way and ensure access for people with disabilities to promote transparency, accountability and intervention support. For distributions, Acted will also be mindful of the area that is selected, to ensure access.

Implementation Plan

Following signature of the project agreement, Acted will coordinate the project with the relevant provincial departments, starting with registration of the project with the Department of Economy in Sar-e-Pol. The project will then be coordinated with the district authorities, including the communities. Community leaders will be sensitized and made aware of the project. Trained enumerators, with the help of project staff, will begin the beneficiary profile survey using the KOBO system. The MEAL department will analyze the data and pre-select the HHs most eligible for assistance. Key activities will include but are not limited to: Coordination; Beneficiary selection; Training to beneficiaries; Input distribution; post distribution monitoring.

Coordination with other Organizations in project area

Name of the organization	Areas/activities of collaboration and rationale
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Environment Marker Of The Project

Gender Marker Of The Project

4- Likely to contribute to gender equality, including across age groups

Justify Chosen Gender Marker Code

Protection Mainstreaming

Acted will ensure that protection mainstreaming principles - Do No Harm, safety and dignity; meaningful access; accountability; and participation and empowerment of communities - are followed and that representatives from all groups are informed about the project goal and methodology. Acted will safeguard people from violence, coercion, deprivation, and discrimination, and will aim to obtain respect for the rights of the individual and promote Acted's accountability to project participants through community engagement and ensuring the project is not inadvertently worsening tensions. Acted will involve women staff to ensure that women are accessed. Assessments will be organized through considering gender, age & disability to capture needs of the most vulnerable and prioritize them. Acted will identify and measure the risks, barriers, needs and opportunities for women to further inform the implementation and will also use CVWG and Protection checklists.

Acted will decide on the time/location of the distribution taking into consideration communities' preferences. Distribution locations are designed to ensure that they are safely accessible by all and will be localized inside the communities and selected based on principles of neutrality. The locations will be communicated, and security measures will be in place. They'll be informed that in case of forced redistribution, theft or threats, they are to contact the Accountability Unit.

Country Specific Information

Safety and Security

Access

With 30 years' experience in Afghanistan, Acted has high community acceptance, knows the stakeholders well and has a thorough understanding of the context. As part of this project, Acted will give priority to districts most exposed to difficulties linked to heavy snowfall at the start of the project, in order to avoid delays in distributions. Access to the field is assessed regularly, including intelligence, conflict and threat assessments for each area to ensure safety. Acted will engage with various local stakeholders, including DFA, leaders/elders, CDC leaders, target area staff and shuras. The project objective and methodology will be explained to these parties for acceptance and transparency. Acted will also coordinate with the wider humanitarian community to exchange information on constraints likely to affect work in the target areas. In case of access issues, Acted will draw on its strong, long-standing relations in the regions and escalate to the Kabul level if necessary.

BUDGET

Code	Budget Line Description	D / S	Quantity	Unit cost	Duration Recurrence	% charged to CHF	Total Cost
1. Staff and Other Personnel Costs							
1.1	Program-Project Manager	D	1	1,200.00	6	100.00	7,200.00
	<i>The Project manager is National staff based in Sar-e-pol is responsible to oversee activities, guarantee quality oversight, meet with key stakeholders and support household assessment and distribution activities. Additional responsibilities include overall coordination and quality delivery of the programme. As per Acted salary grid, this position will be filled at grade B. The level (1 to 15) will depends on the years of experience with ACTED or externally and will be determined only when position will be filled. 1 person x 6 months x 1,200 USD x 100%</i>						
1.2	Program-Project Officer	D	3	700.00	6	100.00	12,600.00
	<i>The Project Officers are a National staff member and will be based in Sar-e-Pol districts is responsible for coordinating the assessment and distribution. (One officer / 2 districts.) As per Acted salary grid, this position will be filled at grade D. The level (1 to 15) will depends on the years of experience with ACTED or externally and will be determined only when position will be filled. 3 person x 6 months x 700 USD x 100%</i>						
1.3	Program-Assessment Officers/Community Mobilizers	D	6	500.00	5	100.00	15,000.00
	<i>The Assessment Officers/Community Mobilizers are national staff based in the targeted two pre district (Sancharak, Gosfandi and Sayad) support this intervention across the project. They are responsible for the implementation and the follow-up of activities related to community involvement / mobilisation, assessment and oversight of cash distribution. As per Acted salary grid, this position will be filled at grade D. The level (1 to 15) will depends on the years of experience with ACTED or externally and will be determined only when position will be filled. 6 people x 5 months x 550 USD x 100%</i>						
1.4	Program and MEAL- Enumerators	D	34	35.00	15	100.00	17,850.00
	<i>The Enumerators are national staff based Sar e Pol districts responsible for beneficiary selection, verification, post distribution monitoring and onsite monitoring and are reporting either to the Project Manager or the AME Manager. Allocated to the project to ensure a consistent coordination of the beneficiary verification, assessments and the monitoring of the implementation. The unit cost includes base salary as per ACTED's pay scale as well as all applicable benefits in line with ACTED's HR Manual. (\$25 wage per day + \$ 10 for transportation per day = \$ 35) 34 people x 15 days x 35 USD x 100%</i>						
1.5	Doctor of Veterinary	D	1	750.00	2	100.00	1,500.00
	<i>He/she is national staff member based in Sar E Pol and the DVM will provide technical assistance for conducting of livestock deworming campaign as well as provide an awareness to the herders on usage of deworming medicine. As per Acted salary grid, this position will be filled at grade D. The level (1 to 15) will depends on the years of experience with ACTED or externally and will be determined only when position will be filled. 1 person X 2 months X 750 USD X 100%</i>						
1.6	Program-Senior AMEU Manager	D	1	1,700.00	6	33.00	3,366.00
	<i>The Senior AME Manager is national staff based in Kabul will oversee and coordinate all monitoring and evaluation activities, provide technical support to the field staff, perform analysis and reporting for all surveys. Allocated to the project to ensure a consistent coordination of the beneficiary verification, assessments and the monitoring of the implementation. The unit cost includes base salary as per ACTED's pay scale as well as all applicable benefits in line with ACTED's HR Manual. As per Acted salary grid, this position will be filled at grade B. The level (1 to 15) will depends on the years of experience with ACTED or externally and will be determined only when position will be filled. 1 person x 6 months x 1700 USD x 33%</i>						
1.7	Program-AMEU Officer	D	1	550.00	6	100.00	3,300.00

	<p>"ME Officer is national staff based in Sar-e Pol will be responsible for regular monitoring and assessment data collections, which will include beneficiary selection verification, post-distribution monitoring survey, on-site monitoring, and any other ad hoc monitoring visits. They will also be responsible for the technical training of enumerators. The unit cost includes base salary as per ACTED's pay scale as well as all applicable benefits in line with ACTED's HR Manual. As per Acted salary grid, this position will be filled at grade D. The level (1 to 15) will depends on the years of experience with ACTED or externally and will be determined only when position will be filled.</p> <p>1 person x 6 months x 550 USD x 100%</p>							
1.8	Kabul - Accountability Manager	D	2	1,550.00	6	30.00		5,580.00
	<p>The Accountability Officer is a national staff member and will assist the Accountability Manager in Kabul by making sure that the CRM is working properly, supporting on complaint management and ensuring all information is being handled. The unit cost includes base salary as per ACTED's pay scale as well as all applicable benefits in line with ACTED's HR Manual. As per Acted salary grid, this position will be filled at grade B. The level (1 to 15) will depends on the years of experience with ACTED or externally and will be determined only when position will be filled.</p> <p>2 person*6 months*1550 USD*30%</p>							
1.9	Field - Database Officer	D	1	550.00	6	100.00		3,300.00
	<p>The database officer is a national staff member based in field and will be dedicated to data processing, cleaning, and analysis, as well as any additional associated or preparatory activities such as tool development and coding, and database management. As per Acted salary grid, this position will be filled at grade D. The level (1 to 15) will depends on the years of experience with ACTED or externally and will be determined only when position will be filled.</p> <p>1 person*6 months*550 USD*100%</p>							
1.10	Kabul-Emergency Project Coordinator (International)	D	1	5,200.00	6	17.00		5,304.00
	<p>Based in Kabul, the employee is an international staff member who will ensure the coordination and implementation of any activities, as well as training of staff to ensure that the works done on right way. The unit cost includes base salary as per ACTED's pay scale as well as all applicable benefits in line with ACTED's HR Manual.</p> <p>1 person x 6 months x 5200 USD per month including salary and benefits (per diem + insurance + ...) x 6 months x 17%</p>							
1.11	Kabul-Special Advisor	D	1	14,000.00	6	10.00		8,400.00
	<p>The Special Advisor is an International staff member based in Kabul and is in charge of advising and supporting the Country Director and country managers with up-to-date information on developments and trends in the country, as well as ensuring to maintain and strengthen ACTED's relationship with the Government of Afghanistan and its ministries, other national bodies and non-governmental organizations, to ensure a timely implementation of the project. The unit cost includes base salary as per ACTED's pay scale as well as all applicable benefits in line with ACTED's HR Manual.</p> <p>1 person x 6 months x 14,000 USD per month including salary and benefits (per diem + insurance + ...) x 10%</p>							
1.12	Kabul-Security manager (International)	D	1	8,600.00	6	10.00		5,160.00
	<p>ACTED employs international security managers based in Kabul. he/she will be responsible for the security aspects of the Project and of the overall mission at Kabul level, ensuring to keep abreast of the evolution. The security manager is involved in assessing the risks linked to the project implementation and ensure that the staff and beneficiaries are safe. The unit cost includes base salary as per ACTED's pay scale as well as all applicable benefits in line with ACTED's HR Manual.</p> <p>1 person x 6 months x 8600 USD per month including salary and benefits (per diem + insurance + ...) x 10%</p>							
1.13	Kabul-Junior Project Development Officer (International)	D	2	3,600.00	6	17.00		7,344.00
	<p>The PDOs are international staff members based in Kabul and they are in charge of the over-arching supervision of the project as well as devising internal coordination with the project managers and reporting issues. They will be responsible for overall grant management of the contract, including reporting and communications with OCHA. They also participate in coordination and Cluster meetings in Kabul. The unit cost includes base salary as per ACTED's pay scale as well as all applicable benefits in line with ACTED's HR Manual.</p> <p>2 people x 3,600 USD per month including salary and benefits (per diem + insurance + ...) x 6 months x 17%</p>							
1.14	Kabul-Support Managers (logistics, finance, admin, security, transparency and compliance)	D	5	2,800.00	6	17.00		14,280.00
	<p>ACTED employs are national support staff managers based in Kabul, including finance, logistics, human resources, T&C etc... to ensure project procurement and administration is properly maintained, respecting donors compliance, and internal procedures, supporting the provinces and Coordination. The unit cost includes base salary as per ACTED's pay scale as well as all applicable benefits in line with ACTED's HR Manual. As per Acted salary grid, this position will be filled at grade B. The level (1 to 15) will depends on the years of experience with ACTED or externally and will be determined only when position will be filled.</p> <p>5 people x 6 months x 2800 USD x 17%</p>							
1.15	Kabul-Support Officers (logistics, finance, admin, security, T&C)	D	15	1,000.00	6	17.00		15,300.00
	<p>ACTED employs are national support staff officers in Kabul, including finance, logistics, human resources, T&C etc... to ensure project procurement and administration is properly maintained, respecting donors compliance, and internal procedures, supporting the provinces and Kabul management. The unit cost includes base salary as per ACTED's pay scale as well as all applicable benefits in line with ACTED's HR Manual. As per Acted salary grid, this position will be filled at grade D. The level (1 to 15) will depends on the years of experience with ACTED or externally and will be determined only when position will be filled.</p> <p>15 people x 6 months x 1000 USD x 17%</p>							

1.16	Kabul-Support Staff (drivers, guards, cleaners)	D	13	400.00	6	17.00	5,304.00
	<p>ACTED employs national staff such as drivers, guards and cleaners for its premises in Kabul. The unit cost includes base salary as per ACTED's pay scale as well as all applicable benefits in line with ACTED's HR Manual. As per Acted salary grid, this position will be filled at grade F. The level (1 to 15) will depends on the years of experience with ACTED or externally and will be determined only when position will be filled.</p> <p>13 people (5 guards, 5 drivers, 3 cleaners) x 6 months x 400 USD (average of monthly costs for the pre-identified staff members) x 17%</p>						
1.17	Area Coordinator	D	1	3,500.00	6	17.00	3,570.00
	<p>ACTED area coordinator is a national staff member based in Mazar-i-Sharif and oversees all of ACTED's activities in the North East including Faryab Sar-e-pol, unit cost includes base salary as per ACTED's pay scale as well as all applicable benefits in line with ACTED's HR Manual. As per Acted salary grid, this position will be filled at grade B. The level (1 to 15) will depends on the years of experience with ACTED or externally and will be determined only when position will be filled.</p> <p>1 person x 6 months x 3,500 USD x 17%</p>						
1.18	Field-Support Officers (logistics, finance, admin, security)	D	4	850.00	6	17.00	3,468.00
	<p>ACTED employs are national support staff officers and one assistant based in Jawzjan and Sar-e-pol Province, including finance, logistics, human resources, etc... to ensure project procurement and administration is properly maintained, respecting donors compliance, and internal procedures. Staff members are located both in Jawzjan and in Sar-e Pol - this is because the main office is in Jawzjan, and a smaller one in Sar-e Pol. They are responsible for their field office and sub-bases. The unit cost includes base salary as per ACTED's pay scale as well as all applicable benefits in line with ACTED's HR Manual. As per Acted salary grid, this position will be filled at grade D. The level (1 to 15) will depends on the years of experience with ACTED or externally and will be determined only when position will be filled.</p> <p>4 people x 6 months x 850 USD x 17%</p>						
1.19	Field -Support Staff	D	8	300.00	6	17.00	2,448.00
	<p>ACTED employs are national staff based in Jawzjan and Sar-e-pol Province such as drivers, guards and cleaners for its premises. The unit cost includes base salary as per ACTED's pay scale as well as all applicable benefits in line with ACTED's HR Manual. Staff members are located both in Jawzjan and in Sar-e Pol - this is because the main office is in Jawzjan, and a smaller one in Sar-e Pol. As per Acted salary grid, this position will be filled at grade F. The level (1 to 15) will depends on the years of experience with ACTED or externally and will be determined only when position will be filled.</p> <p>8 people (3 guards, 2 drivers, 1 cleaner and 2 cook) x 6 months x 300 USD (average of monthly costs for the pre-identified staff members) x 17%</p>						
	Section Total						140,274.00
2. Supplies, Commodities, Materials							
2.1	Mobilisation, assessment and beneficiary selection	D	1	1,000.00	1	100.00	1,000.00
	<p>ACTED will conduct Mobilization and assessments in order to select the most vulnerable beneficiaries. Costs will cover refreshments, printing materials, and supplies like masks and sanitizers to prevent the spread of COVID-19. This activity relates to 1.1.2 and 1.2.1.</p> <p>Refreshment (1.5 USD x 200)+ flyers (0.2 USD x 200 pages x 3 pages per person) + face mask (0.5 USD x 360 masks x 2) + sanitizer (4 USD x 55 bottles)</p>						
2.2	Training to beneficiaries on basic nutrition advice and food items	D	3277	1.00	1	100.00	3,277.00
	<p>In order to give a proper training for sensitizing the beneficiaries on types of food available in the market and how to ensure a nutritious diet and making the most of their resources. This activity relates to Activity 1.1.3</p>						
2.3	Emergency Food Assistance (cash for food)	D	3277	37.50	3	100.00	368,662.50
	<p>ACTED will provide cash assistance to cover three months half food ration (37.5 USD per HH per month) to the most vulnerable beneficiaries. In total, ACTED will target 3277 households in 3 districts. This relates to Activity 1.1.3</p> <p>3277 households x 37.5 USD</p>						
2.4	Transfer fees	D	1	368,662.50	1	2.50	9,216.56
	<p>In order to transfer cash for Emergency food distribution in areas, ACTED will use Hawala, a percentage of 2.5% regarding the overall amount distributed and operational is necessary as transfer fees.</p> <p>368,662.50 USD (Amount of the cash distribution) x 2.5%</p>						
2.5	Livestock package	D	690	95.00	1	100.00	65,550.00
	<p>The livestock package will be distributed to 690 households and consists of 100Kg of animal feed (35 USD), 200 KGs of Straw (40 USD), 2 liters of de-wormer (18 USD) and transportation costs for the beneficiaries to transport the assistance back to their homes (4 USD). This relates to Activity 1.2.3.</p>						
2.6	ACTED-Transversal-Complaint Mechanisms	D	4200	0.20	1	100.00	840.00
	<p>In order to ensure transparency regarding the project ACTED will print 2,000 leaflets with the Complaint Mechanism ACTED number on it. Leaflets will be available during the distribution for beneficiaries, and non-beneficiaries.</p> <p>4200 leaflets x 0.2 USD of printing cost each</p>						
2.7	Loading and uploading for livestock package	D	1	1,000.00	1	100.00	1,000.00

	<i>ACTED will hire daily labor for load/unload the 690 livestock protection beneficiaries. This relates to activity 1.2.3. 1 lumpsum x 1000 x 1 time =1000</i>						
2.8	Field-warehouse and utilities	D	2	200.0 0	1	100.00	400.00
	<i>warehouse rent need for two districts(one in Gosfandi and one in Sayad), energy, fuel for generator 2 province x 200 USD per month x 2 months x 100%</i>						
	Section Total						449,946.06
3. Equipment							
NA	NA	NA	0	0.00	0	0	0.00
	NA						
	Section Total						0.00
4. Contractual Services							
4.1	Vehicle costs and rental-Sar-e-pol	D	3	750.0 0	6	100.00	13,500.00
	<i>The cost includes rental cost and driver one per district (Sancharak, Gosfandi and Sayad) 3 vehicles (6 months x 22 working days) x 750 USD per month</i>						
4.2	Transfer fees and bank changes	D	1	169,8 75.40	1	0.75	1,274.07
	<i>In order to transfer cash to the provinces, ACTED will use Hawala, a percentage of 0.75% regarding the overall amounts of payments emitted from the field offices is necessary as transfer fees. 169.875.40 USD x 0.75%</i>						
	Section Total						14,774.07
5. Travel							
5.1	International flights	D	3	1,360 .00	1	100.00	4,080.00
	<i>Acted pays a return flight for expatriate staffs to Kabul at the beginning of their mission and back to their own country when they finish their mission. Expatriate have a flight paid every two months. As 5 expatriates are allocated to this project for one month each - 3 flights in total will be allocated to this project. for those staffs. USD 1,360 has been estimated as average cost per home flight/flight into Kabul for expatriates taking into consideration each staff member's homebase, which is often quite distanced from Afghanistan. Having expatriates in country, means they are able to work closely with national staff members and support projects more easily. 3 international flight (Round trips) x 1,360 USD per flight x 1 x 100%</i>						
5.2	In-country flights	D	3	190.0 0	6	60.00	2,052.00
	<i>ACTED will fly expatriate and national staff to/from implementing Areas, especially for some AME assessments. 2 flights per month from Kabul to Mazar 3 national flight (Round trips) x 190 USD per flight x 6 months x 60%</i>						
5.3	Sar-e-pol-per diem for national staff	D	35	52.00	6	17.00	1,856.40
	<i>Acted will provide per diem (52 USD per month) for staff members who go to the field and support the projects onsite. This per diem will cover the costs that they will incur while on the field which include food costs. As the staff members will not always be working from the bases, the per diem will be provided. USD 2.36 is the average food cost per person, per day. 35 staff x 52 USD x 22days</i>						
	Section Total						7,988.40
6. Transfers and Grants to Counterparts							
NA	NA	NA	0	0.00	0	0	0.00
	NA						
	Section Total						0.00
7. General Operating and Other Direct Costs							
7.1	Kabul-Offices and Guest house rental maintenance	D	1	13,00 0.00	6	25.00	19,500.00
	<i>ACTED Offices and Guesthouse rental and maintenance of the Kabul office. 1 office x 13000 SD per month x 6 months x 25%</i>						
7.2	Kabul-Office supplies and utilities	D	1	1,500 .00	6	25.00	2,250.00
	<i>ACTED Office consumable and stationaries, energy, fuel for generator for the Kabul office. 1 office x 2500 USD per month x 6 months x 25%</i>						

7.3	Kabul-Communication Costs	D	1	1,500.00	6	35.00	3,150.00
Kabul communication costs: internet, phone, and 3G service for this project. 1 office x 1,900 USD per month x 6 months x 35%							
7.4	Sar-e-pol-Office rental and maintenance	D	1	1,500.00	6	35.00	3,150.00
ACTED's offices, guesthouses, sub-offices and district offices in Sar-e-pol province will be used during this project. The rent, maintenance, and utilities will be paid on a monthly basis. 1 province x 1500 USD per month x 6 months x 35%,							
7.5	Sar-e-pol-Communication Costs	D	1	800.00	6	35.00	1,680.00
Sar-e-pol province communications costs including internet, phone, and 3G service for this project. 1 province x 800 USD per month x 6 months x 35%							
7.6	Kabul-Vehicle costs	D	3	398.10	6	32.00	2,293.06
ACTED vehicles-Fuel, maintenance 3 cars x 398.10 USD per month x 6 months x 32%							
7.7	Sar-e-pol-Office Supplies and utilities	D	1	1,200.00	6	35.00	2,520.00
Office consumable and stationaries, energy, fuel for generator for the Sar-e-pol office 1 province x 1,200 USD per month x 6 months x 35%							
Section Total							34,543.06
SubTotal			11,604.00				647,525.59
Direct							647,525.59
Support							
PSC Cost							
PSC Cost Percent							7.00
PSC Amount							45,326.79
Total Cost							692,852.38

Project Locations

Location	Estimated percentage of budget for each location	Estimated number of beneficiaries for each location					Activity Name
		Men	Women	Boys	Girls	Total	
Afghanistan > Sar-e-Pul > Sayad	33.33000	0	0	0	0		FSAC: Activity 1.1.1: FSAC: Activity 1.1.3: FSAC: Activity 1.2.2: Procureme... FSAC: Activity 1.2.3:

Afghanistan > Sar-e-Pul > Gosfandi	33.33000	0	0	0	0	FSAC: Activity 1.1.1: FSAC: Activity 1.1.3: FSAC: Activity 1.2.2: Procureme... FSAC: Activity 1.2.3:
Afghanistan > Sar-e-Pul > Sancharak(sangchark)	33.34000	0	0	0	0	FSAC: Activity 1.1.1: FSAC: Activity 1.1.3: FSAC: Activity 1.2.2: Procureme... FSAC: Activity 1.2.3:

Documents

Category Name	Document Description
Project Supporting Documents	RCEE Endorsement - Acted AHF Proposal.pdf
Project Supporting Documents	Protection Endorsement - Acted AHF Proposal.pdf
Project Supporting Documents	HAG Endorsement - Acted AHF Proposal.pdf
Project Supporting Documents	GiHA Endorsement - Acted AHF Proposal.pdf
Project Supporting Documents	ESNFI Endorsement - Acted AHF Proposal.pdf
Project Supporting Documents	CVWG Endorsement - Acted AHF Proposal.pdf
Project Supporting Documents	AAP Endorsement - Acted AHF Proposal.pdf
Project Supporting Documents	DiWG Endorsement - AHF SarePul.pdf
Project Supporting Documents	FSAC Endorsement.pdf
Budget Documents	Staff breakdown_30.10.xls
Budget Documents	MTA framework AG_Acted (1).pdf
Grant Agreement	GrantAgreement_CBPF-AFG-23-S-INGO-26352_ACTED_Signed.pdf
Grant Agreement	Grant Agreement_Acted signed.pdf
Budget Documents	ACTED-AHF_FSAC-Sar E pul_comments_23.10.xls
Budget Documents	ACTED-AHF_FSAC-Sar E pul_Tosubmit-v2 (1).xls
Budget Documents	ACTED-AHF_FSAC-Sar E pul_Tosubmit-v2_191023.xls
Budget Documents	Contract Rent Kabul 3.pdf
Budget Documents	Memo_Food allowance for National staff_Revision amount_211121.pdf
Budget Documents	MTA framework AG for 2 years.pdf