

ANNEX A

UN JOINT-PROJECT TO ADDRESS COOKING FUEL NEEDS, ENVIRONMENTAL DEGRADATION AND FOOD SECURITY FOR POPULATIONS AFFECTED BY THE REFUGEE CRISIS

25 November 2018

1. Cover Page

Country: Bangladesh	
Programme Title: UN Joint- Project to Address Cooking Fuel Needs, Environmental Degradation and Food Security for Populations Affected by the Refugee Crisis	
Joint Programme Outcome(s) (where different from the UNDAF): Contribute to the overall food and nutrition security, empowerment and resilience of 125,000 refugee and host community households in Cox's Bazar	
Programme Duration: 36 months Anticipated start/end dates: June 2018-May 2021 <i>(subject to further changes)</i> Fund Management: Pass-through Managing or Administrative Agent: UNDP MPTF Office	Total estimated budget*: USD 117,500,000 Out of which: 1. Funded Budget: USD 0 2. Unfunded budget: USD 117,500,000 * Total estimated budget includes both programme costs and indirect support costs Sources of funded budget: Government UN Org UN Org Donor: - (Confirmed/Received) Donor: DFID, Global Affairs Canada, Norway, Embassy of the Kingdom of the Netherlands (Proposed) NGO

UN Organization	National Coordinating Authority
Name: Giorgi Gigauri Signature:  Organization:  Date & Seal: 	Name Signature Organization Date & Seal
Name: Robert D. Simpson Signature:  Organization: FAO Date & Seal: 	Name Signature Organization Date & Seal
Name: Richard Ragan Signature:  Organization: WFP Date & Seal: 	Name Signature Organization Date & Seal

2. Executive summary (*one page*)

The primary aim of the SAFE Plus project is to contribute to the overall food and nutrition security, empowerment and resilience of 125,000 refugee and host community households in Cox's Bazar. To achieve this, the project has four objectives, the first of which is to address the urgent cooking fuel needs of Rohingya refugees and host communities in Cox's Bazar, by introducing alternative clean cooking fuel and technology. The second objective focuses on livelihoods and income generation for the heavily impacted host community through training and inputs provision and the third objective on empowerment and skills development for the refugee population. The fourth objective aims at mitigating negative environmental impacts through land and forest rehabilitation. The objectives address short, medium and longer-term challenges with activities benefitting both the refugee and host community populations, and therefore contributing to social cohesion.

The LPG supply chain will be contracted and managed by the private sector. The project will utilize the existing WFP SCOPE¹ e-voucher system for beneficiaries to access "fuel wallets" on the SCOPE assistance card. Using the cards, beneficiaries will be able to purchase their stove sets/recharged gas cylinders at participating LPG shops.

WFP and IOM will work together on the implementation of empowerment and skills development for the refugee population, with a particular focus on young adults and women, building on their many years of local experience. In the host communities most affected by the crisis, market-based livelihoods and income generation activities will be supported to raise household incomes. Local agriculturalists will be targeted to strengthen their production capacity for high-demand and high-nutrient crops, allowing for improved dietary consumption and increased incomes. Lastly, FAO will utilize its technical capacity in reforestation/land stabilization, along with its strong relationship with the Forestry Department, to begin the multi-year process of rehabilitating the extensively damaged forest areas and agricultural land.

The timeline of implementation for the project is foreseen from June 2018 through May 2021 with an estimated budget of 111.2 Million USD.

The multi-sectoral project contributes to local government planning and the Joint Response Plan of the Inter-Sector Coordination Group (ISCG).

¹ SCOPE is WFP's beneficiary data and transfer management platform which has been developed as a corporate tool to collect and record beneficiaries' personal information, manage beneficiary identity and distributions of commodities, cash and/or vouchers through assistance cards.

SCOPE is a closed loop system and entitlements are loaded onto the cards are redeemable through mobile Point of Sale (mPOS) devices assigned to specific contracted retailers, suppliers, vendors/retailers or partners in the SCOPE system. The Assistance card is issued to each household and so far over 90% of the cards have been targeted to the most senior active senior woman as the principal recipient of assistance to the household. The card also has an alternative recipient and access to the information on the cards is only through finger print authentication of the two designated recipients as an accountability enhancement feature.

SCOPE automatically calculates the entitlement, assigns it to the enrolled HH or individual and defines the mode of distribution, updates the assistance cards whenever in contact with the mPOS and restricts access. The transactions are also uploaded into the cloud and the project managers to access the to generate redemption reports, invoices, payment reconciliation, trend analysis and other forms of data analysis to inform decision making.

3. Situation analysis - one to two pages

Preliminary evidence from the WFP Vulnerability Analysis and Mapping (VAM) unit, The FAO and IOM *Rapid Assessment of Wood Fuel Demand and Supply for the Newly Arrived Undocumented Myanmar Nationals (UMNs) in Cox's Bazar*, and WFP's October 2017 *Safe Access to Fuel and Energy (SAFE) Rapid Assessment* all paint an urgent need for addressing an acute lack of cooking fuel amongst refugees residing in the camps. Compounding this scarcity is the near total depletion of wood fuel resources around the camp and a growing competition for resources with the residents of the 11 local unions (village clusters) around which the camp has grown.

The findings show that refugees are almost completely reliant on the distribution of non-cooked food including rice and pulses to cover their meals with only few organizations supplying cooking fuels for cooking. Firewood collection in nearby forests leads people to venture into unsafe areas where they are left vulnerable to Gender-Based Violence (GBV), elephant attacks, kidnapping, extortion and trafficking risks. It is regularly reported that refugees are unable to prepare their rations, skip meals multiple times a month or eat undercooked food in response to the increasing wood fuel shortage. This has highly negative impacts on the nutritional status of the already highly vulnerable population and the intended outcome of general food distribution program.

Impacts on Coping Strategies and Livelihoods

The negative impacts on the economic and social systems of the district have drastically affected livelihoods for the local population. Chief amongst these impacts are a highly competitive labour market with reduced wages, inflation of prices for basic goods (including food and transportation), overwhelmed local services, loss of crop and grazing land, and a general strain on social cohesion highlighted by resentment toward refugees.

Fishing, farming, and casual labour are the main sources of income for the host community. According to the WFP REVA study, in relation to food security and livelihoods, the highest-ranking coping strategy for both populations was to borrow food, with the percentage of overall responses being 43% for host communities and 40% for refugees. The second highest ranking coping strategy was to eat less preferred foods with the percentage of overall responses being 40% for host communities and 30% for refugees. Reducing meals was reported at 27% for refugees and 21% for host communities.

According to a recent Oxfam report *Gendered Livelihoods Snapshot for Camps and Host Communities*, refugees are deeply concerned about a lack of access to livelihoods opportunities. It also recognized that there are a variety of livelihoods options in which refugees have expressed interest, including tailoring, food production, business development and entrepreneurship to name a few.

Environmental issues

The ensuing environmental problems identified by numerous assessments are as follows:

- Since August 2017, 7,000 hectares (ha) of forest have been extremely damaged or permanently lost

- At the current rate of firewood collection, estimated complete loss of forest by end of 2019 in Ukhiya and Teknaf Upazilas
- Drinking water wells contaminated with e-coli from unmanaged fecal matter - the incidence will worsen in rainy season potentially leading to cholera and other water-borne disease
- Agricultural land near camps suffering from siltation and contamination from fecal matter
- Irrigation wells no longer able to provide for rice crop irrigation due to the decreasing water table (particularly acute in Teknaf which was already water scarce)
- Mass cooking fires and garbage burning lead to daily spikes in air pollution coinciding with morning and evening meals
- Loss of critical habitat for elephants and other species continues at an alarming rate
- Increased risk of flash floods and landslides do to loss of soil stabilizing vegetation
- Growing resentment by the local population which continues to suffer negative economic and social impacts as a result of the refugee presence

The new arrival of over 708,000 Rohingya refugees in the Cox's Bazar District since August 2017 represents a considerable increase in the fire wood demand since the vast majority of the newcomers depend almost exclusively on this fuel. A rapid update of the calculations shows a new fuelwood demand of around 270,000 tons per year. Forest Officers from the Cox's Bazar's division of the Forest Department have estimated a fuelwood demand as high as 750 tons per day. Sustainable fuel wood management was already challenging before the crisis. The influx of new refugees has exacerbated this problem, leading to large-scale deforestation. The 2017 FAO/IOM assessment report recommended to reduce the demand for firewood by rapidly introducing fuel efficient technologies and alternative fuels at scale.

Forest areas within 10 kilometres of the Kutupalong-Balukhali Expansion (KBE) site are being depleted at an accelerated rate, placing refugees at risk when venturing far from camp in search of fuel wood. An FAO Biomass and Energy Assessment conducted in November 2017 evaluated the daily firewood collection to 740 tons which represents a forest depletion of around 4 ha (4 to 5 football fields) per day. Many hills are now completely bare and covered digging to extract roots collected as firewood. Every day, early in the morning, hundreds of refugees, among them young girls and boys sometimes alone, walk kilometres to the forest areas to gather wood, sticks, roots and leaves facing many dangers including elephant attacks and conflicts with the host communities. Carrying heavy loads and working hard all day long, these people often do not eat or drink for the entirety of the trip. It is not uncommon to find young girls and boys exhausted, asleep in holes along the footpaths.

The massive deforestation has led to numerous problems during the monsoon season- the rains are eroding the soils and forming large gullies which lead to a higher risk of landslide. The lack of vegetation on slopes and prevents infiltration of water into the ground, reducing the natural recharge of the aquifers and facilitating flash flooding. In a couple of years, the lack of water in aquifers during the dry season and the soil erosion will transform this once forested area into a barren sand lots populated by some resisting shrubs of acacias. The disappearance of this National Forest Reserve will aggravate the impacts of cyclone on the Cox's Bazar area.

The environmental impact on agricultural communities has also been severe, with losses of agricultural land, pasture land and water access due to deforestation. Many of these agriculturalists also relied on non-timber forest products (NTFP) for additional income and food sources.

4. Strategies including lessons learned and the proposed joint programme– two pages

The objectives address short, medium and longer-term challenges with activities benefitting both the refugee and host community populations, and therefore contributing to social cohesion. The project directly contributes to objectives 1, 2 and 3 of the Joint Response Plan (JRP) put forward by the international community in March of 2018.

The implementation plan for the proposal has been carefully designed in coordination with response actors and government partners over the course of the first six months of the response. The cooking fuel crisis has been noted since the early days of the response, with incidences of violence and conflict over firewood, including Gender-based Violence (GBV) and child exploitation, steadily rising as the competition for the resources, and the distance to the sources, has grown. Such conflict over this resource have worsened in the past months as the cyclone and monsoon seasons complicate firewood collection and availability. The firewood issue is a key factor in addressing the lifesaving issues of the response; an issue which can still be addressed before it escalates further, and potentially aggravates issues of social cohesion on other fronts.

Other alternative fuel options were reviewed, however the cost effectiveness and ready availability of LPG far outweighed the other options and also held the highest potential for rapid scale-up to meet the needs of the entire camp, as well as targeted host communities, in the least amount of time.

The SAFE PLUS strategy foresees the following results to address the noted challenges:

Targeted households, especially women-headed and vulnerable households, have monthly decreased expenditures related to firewood purchase and increased nutritional intake for HH members.

Ensuring food and nutrition security is amongst the basic-needs activities of the humanitarian response and an essential contribution to maintaining the internationally Sphere standards² for emergency crisis. The ability of food aid recipients to cook their rations is directly related to the capacity to meet this standard. The provision of cooking fuel at the household level addresses this need while reducing the serious risk to the health and lives of refugees posed by firewood collection and further bolsters the intended nutrition and food security objectives of the general food aid distribution programme of WFP and the Food Security Sector actors. The activities under objective 1 will improve the lives of 125,000 households, mainly refugees (80%) and vulnerable host communities heavily impacted by the refugee presence (20%), in the first year of the project implementation.

A private sector partner, competitively and transparently contracted, will distribute refills to identified recipients as per information provided by the Project Implementation Unit

² The Sphere Project (2011), *Humanitarian Charter and Minimum Standards in Humanitarian Response*

(PIU) and the SCOPE Assistance Card biometric verification of allocation and data (family size, composition and location). The gas refill cycle will depend on the household size and will vary from 4 to 7 refills in a 6-month period.

Activities include:

- Distribution of LPG cook sets, including stove top, connectors, hoses and regulator, and an initial 12kg LPG cylinder
- Distribution of LPG cylinder refills for 6 months to households in host communities
- Community fire safety and awareness training and outreach, establishment of Fire Warden System in camps, and promotion and training of zone fire preparedness teams
- Inclusion of the LPG 'fuel wallet' on the e-voucher SCOPE card

Livelihoods & Empowerment skills development activities for targeted populations, strengthening social cohesion

The JRP recognizes that livelihoods and capacity building activities for both refugee and host community populations must be prioritised. Activities in this area target men, women and young adults and adolescents with skills training based on preference, market demand and interest. The result is made possible by increased access to cooking fuel objective 1, which frees time and other resources for investment in capacity building. Livelihood and life-skills training under objective 2 and 3 will benefit directly to 55,000 households. This objective will directly contribute to maintaining and building the social cohesion between the communities; a very timely need as tensions rise over competition for resources, wage labour and land.

Activities include:

- Provide livelihoods capacity development for host community households and groups
- Conduct market data & livelihoods viability review
- Conduct trainings for empowerment and skill development trainers
- Empowerment and skill development training for refugee beneficiaries
- Develop linkages between the refugees/training centres and the markets to create livelihoods opportunities for refugees

Local agriculturalists are engaged in markets and benefiting from income generation

This objective targets local agriculturalists to strengthen their production capacity for high-demand and high-nutrient crops allowing the improvement of their own household consumption and the increase of their incomes through sales. Host community farmer associations will be provided with seed, equipment, technical trainings and market linkage development support (links to existing and emerging supply chains) to stimulate production and market participation. Fishing communities, amongst the poorest in the district and greatly affected by the refugee influx, will also be supported with sustainable fishing technologies and income generating activities. Through expert review of existing farm practices and technology a customized production support plan can be elaborated and tested for the most suitable commodities in the farm system. The activities will be supplemented by training which allows for a clear understanding of the level of practical

cohesion of the existing farmer groups and potential reconfiguration of the groups to suit common goals and interest.

Activities include:

- Establishment of Farmer Field School (FFS) groups to produce high-demand and high-nutrient crops through climate-sensitive agricultural practices
- HH level post-harvest, nutrition-sensitive food utilization and processing skills
- Distribution of post-harvest/food storage drums; to include community-level orientations on safe food storage
- Provision of inputs specific to needs of individual agricultural communities based on their agro-ecological context (seed, plantings, irrigation and production technology, etc.).
- Training and promotion of sustainable fishing technologies
- Establishment of E-voucher wallet for market linkages for farmer groups
- Strengthening the collective capacity of agricultural producer groups, generating income through improved market linkages and enhance food security of marginal farmers households
- Motivate the market actors to invest in the supply chain benefiting the production and market access for 5 key supply chains
- Expand Government local service provision capacity for technical support to farmer groups in 4 sub-districts

Negative environmental impact is mitigated through land/forest rehabilitation

The damage to the environment has been significant and threatens the very existence of the communities in and around the camps. According to the Asian Disaster Preparedness Centre (ADPC) study more than 200,000 people – both refugee and host communities – are vulnerable to being cut off from services due to expected floods, potentially for several months. Watershed and forest rehabilitation activities, including land stabilization, must be started in the immediate-term. This objective establishes crucial linkages with the Disaster Risk Reduction (DRR) program activities of FAO, IOM and WFP. The land stabilization and reforestation activities contribute to the immediate protection of communities by reducing risks of flash flooding and landslides. In time the restored tree cover will also help to recharge ground water and protect from cyclone wind damage. The Bangladesh Forest Department is a key partner in achieving this objective.

Activities include:

- Land stabilization and erosion control measures in high priority areas (threat to water sources and agricultural lands)
- Establishment of Agro-forestry and collaborative forest management farming systems. Planting of fast growing wood fuel plants/tree nurseries, seedling production through cash-for-work modality
- Establishment of a network of community-managed nurseries for increasing the supply chain of planting materials
- Establishment of Forestry Department and community nurseries for land-stabilization planting materials

- Training of Nursery Management Teams (NMTs) in technical operational management and maintenance of nurseries, as well as in financial and organizational management
- Procurement of materials from nurseries for transplantation
- Plantation of land stabilization materials in priority areas under FD technical guidance
- Maintenance support for planted areas through Community Co-Management Group strategies
- Promotion and testing of innovative land stabilization documented and disseminated
- Expansion of SAFE PLUS biological land stabilization program

Exit Strategy and Sustainability

The project contains emergency response activities which address the life-saving needs of the population blended with medium-term activities which building the foundations for development work in the area. The project design focuses on this nexus within a three-year time period, allowing implementation teams to transition beneficiaries from direct assistance toward more sustainable solutions rooted in capacity building and livelihoods development. LPG recipients will be targeted for income generation activities so that they can assume the cost of refills post participation in the project. The high level of government involvement in the project also supports a gradual transition to full government partner management of activities.

5. Results framework - *two to three pages*
See attached excel document.

Table 1: Results Framework

See attached excel document.

6. Management and coordination arrangements

All three implementing UN Agencies have a wealth of experience in Bangladesh and the project proposal benefits from the various technical capacities that each brings to the table.

FAO has been supporting government forestry interventions for over 40 years and currently supports the Forestry Department with digital, satellite mapping for the National Forest Inventory. Recently FAO has been supporting in-depth digital studies of Cox's Bazar district to aid the planning of the forest rehabilitation, and more generally the environmental response to the refugee influx. FAO is also currently running agricultural planning and support projects with the Department of Agricultural Extension in Cox's Bazar.

IOM has been working in Cox's Bazar since 1981 and has been involved in a wide range of activities supporting both the refugee population and the host communities. IOM has strong relationships with government and civil society partners through many years of joint work in supporting basic needs, community infrastructure, DRR activities and livelihoods interventions. With the current influx of refugees IOM now maintains a staff of nearly 800 individuals with main offices based out of Cox's Bazar supporting a network of field offices.

WFP also has a very long history in Cox's Bazar district and currently reaches all of the refugee population through its General Food Distributions (GFD) and has a large operation focused on support to host communities for increased food production and income generation.

The SAFE PLUS project will coordinate with UNHCR for activities under objective 1, which is working closely with the Government of Bangladesh and partners to provide protection and assistance to the refugees and to support host populations affected by the influx.

The project is fully endorsed by the Inter-Sectoral Coordination Group (ISCG) and will coordinate with the three main sectors mandated for its activities: Food Security, Shelter/Non-Food Item and Site Management. Each sector will be provided technical guidance from the project implementation teams as to best practices and lessons learned. Additionally, the Livelihoods Working Group and the Energy and Environment Technical Working Group will provide further coordination and technical support. Key linkages have already been made with other key sector working groups such as WASH, Protection, Nutrition and Health.

By including the private sector, the project will encourage the reinforcement of the existing supply chains through private investments in the LPG infrastructure (refilling stations and retail networks) thereby being improving services for the entire population of the district. The participating companies will be competitively selected and will adhere to Accountability to Affected Populations (AAP) humanitarian principles as per requirement of the agencies. Regular audits will be conducted to ensure that beneficiaries are not harmed.

The involvement of the private sector will guarantee the respect of LPG handling, transportation and storage regulations issued by the Government of Bangladesh and will ensure the safety of the filling and distribution system.

UNDP's Multi-Partner Trust Fund Office (MPTF)) will fulfil the Administrative Agent (AA) function, as per the established UNDG guidelines IOM will fulfil the role of the Convening Agency (CA) and together with the other project structures – the Technical Supervisory Body (TSB) and the PIU and the Dhaka based Steering Committee (SC) will ensure coordinated communication, reporting and project implementation.

As the CA IOM's Project Manager will be dedicated to the overall coordination of the project and he/she will be supported by a M&E Officer and a Reporting Officer for collating the learning and narrative reports for the project. International and national full-time of the operations team will be hired by participating UN Agencies as outlined in the budget to carry out the specified activities. Furthermore, technical staff from the Country Offices of three UN Agencies, and as well from the Regional Offices and HQ, will be engaged to provide technical assistance to the project in order to capitalize on lessons learned from other regions.

The Steering Committee – composed of the donors of the SAFE Program, the agency heads of participating UN agencies, the Resident Coordinator and the government of Bangladesh (for example: Ministry of Foreign Affairs (head of the National Task Force), Ministry of Disaster Management & Relief, Ministry of Environment, Forest & Climate Change, Ministry of Agriculture/ Department of Agricultural Extension, or/and Ministry of Power, Energy & Mineral Resources) – is expected to meet twice a year and provide strategic guidance to the project on future direction as well as potential new areas of operation. It is chaired by the Resident Coordinator and will also make prioritization decisions for un-earmarked funding towards the project. It will be set up at the beginning of the program.

The Steering Committee is the Decision-making authority, and the; highest body for strategic guidance, fiduciary and management oversight and coordination. It facilitates collaboration between participating UN organizations and host government for the implementation of the Joint Programme. It reviews and approves Joint Programme Document and annual work plans, provides strategic direction and oversight, sets allocation criteria, allocates resources, reviews implementation progress and addresses problems, reviews and approves progress reports budget revisions/reallocations, and evaluation reports, notes audit reports (published in accordance with each PUNOs' disclosure policy), and initiates investigations (if needed).

The TSB, and the PIU will convene in Cox's Bazar and be comprised of appropriate staff from FAO, IOM and WFP. The TSB will meet monthly (with provision for calling an extraordinary meeting at the request of UNRCO) and will receive reports from and provide guidance to the PIU which will be chaired and led by the IOM SAFE Project Manager.

The PIU will be responsible for the daily technical and operational coordination of the project and will meet once a week. Membership of the PIU will include a representative

from each participating UN Agency and will be led by the IOM SAFE Project Manager who will be responsible for the day-to-day management of the project and ensure close coordination between the three UN Agencies.

All three participating UN Agencies will use their existing human resources to complement the project actions as well as monitor and report on project implementation.

7. Fund management arrangements

The programme will be using a pass-through fund management modality where UNDP Multi-Partner Trust Fund Office will act as the Administrative Agent (AA) under which the funds will be channeled for the programme through the AA. Each participating UN organization receiving funds through the pass-through would have to sign a standardized Memorandum of Understanding with the AA.

The Administrative Agent will:

- Establish a separate ledger account under its financial regulations and rules for the receipt and administration of the funds received from the donor(s) pursuant to the Administrative Arrangement. This Joint Programme Account will be administered by the Administrative Agent in accordance with the regulations, rules, directives and procedures applicable to it, including those relating to interest;
- Make disbursements to Participating UN Organizations from the Joint Programme Account based on instructions from the Steering Committee, in line with the budget set forth in the Joint Programme Document.

The Participating UN Organizations will:

- Assume full programmatic and financial responsibility and accountability for the funds disbursed by the AA.
- Establish a separate ledger account for the receipt and administration of the funds disbursed to it by the Administrative Agent.
- Each UN organization is entitled to deduct their indirect costs on contributions received according to their own regulation and rules, taking into account the size and complexity of the programme. Each UN organization will deduct 7% as overhead costs of the total allocation received for the agency.

The MPTF Office will charge administrative agent fee of one per cent (1%) of the total contributions made to the Joint Programme.

The Convening Agency will consolidate narrative reports provided by the Participating United Nations Organizations. As per the MoU:

- Annual narrative progress report and the final narrative report, to be provided no later than three months (31 March) after the end of the calendar year.

The MPTF Office will:

- Prepare consolidated narrative and financial progress reports, based on the narrative consolidated report prepared by the Convening Agency and the financial statements/ reports submitted by each of the Participating UN Organizations in accordance with the timetable established in the MoU;

- Provide those consolidated reports to each donor that has contributed to the Joint Programme Account, as well as the Steering Committee, in accordance with the timetable established in the Administrative Arrangement.
- Provide the donors, Steering Committee and Participating Organizations with:
 - Certified annual financial statement (“Source and Use of Funds” as defined by UNDG guidelines) to be provided no later than five months (31 May) after the end of the calendar year;
 - Certified final financial statement (“Source and Use of Funds”) to be provided no later than seven months (31 July) of the year following the financial closing of the Joint Programme.

Budget Preparation - The Convening Agency will prepare an aggregated/consolidated budget, showing the budget components of each participating UN organization.

Accounting - Each UN organization will account for the income received to fund its programme components in accordance with its financial regulations and rules.

Admin Fees and Indirect Costs

- **Administrative Agent:** The AA (UNDP) shall be entitled to allocate one percent (1%) of the amount contributed by the donor, for its costs of performing the AA’s functions.
- **Participating UN Organizations:** Each UN organization participating in the joint programme will recover indirect costs in accordance with its financial regulations and rules and as documented in the Memorandum of Understanding signed with the AA.

Interest on funds - Interest will be administered in accordance with the financial regulations and rules of each UN organization and as documented in the Standard Administrative Arrangement signed with the donor.

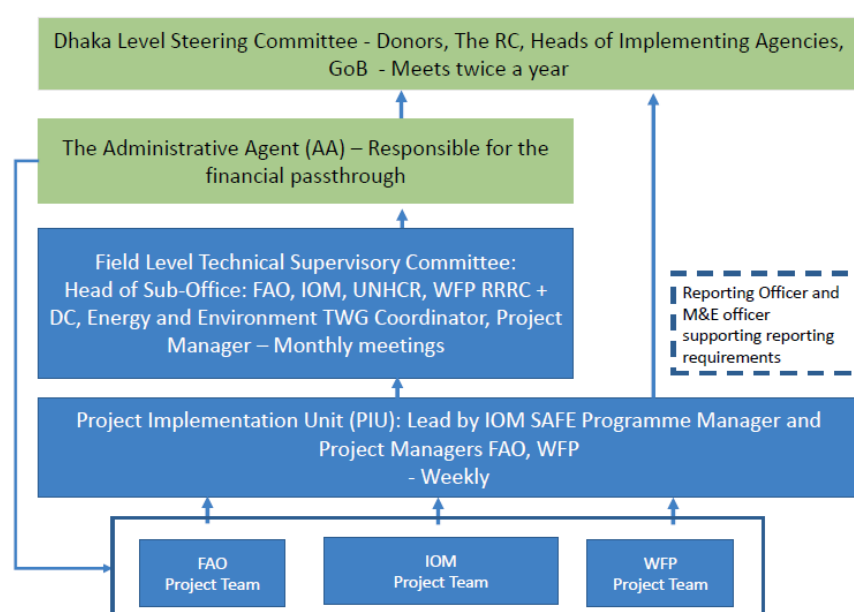


Figure 1: SAFE Programme Structure

The AA will take 1% of the total project costs to cover its direct costs. The 1% fee is taken off at the time the contribution passes through the AA – and is therefore levied from the total amount. The participating UN organizations will then charge their indirect costs based on the specific funding amount that comes to each agency.

IOM will establish a joint reporting mechanism to be harmonized across agencies to ensure coherent and transparent funds management between coordinating partners, including the scope and frequency of monitoring, reporting, assurance and audit to be agreed prior to programme implementation. Individual agencies will utilize their specific management systems for the transfer of cash to coordinating partners taking into consideration partner capacity, which can be adjusted in its course in accordance with applicable policies, processes and procedures of the participating UN organizations. For the cash transfer activities, the provisions required under the Harmonized Approach to Cash Transfers (HACT) as detailed in their Country Programme Action Plans (CPAPs) or in other agreements covering cash transfers will apply.

8. Monitoring, evaluation and reporting

Monitoring of project progress will be carried out by dedicated Monitoring, Evaluation and Learning (MEAL) assistants and will focus on upward accountability (i.e. towards development partners and society at large) and downward accountability (i.e. towards project beneficiaries and primary stakeholders). Monitoring will be against indicators and sources of verification identified in the project result framework.

A detailed Monitoring Plan will be developed at the beginning of the proposed action and will be implemented by the M&E specialists with regular inputs from the entirety of the project team. Qualitative and quantitative indicators from the project logical framework will be collected and reviewed per component and monitored for impact at household and community levels. Data and information will be collected through survey questionnaires, as well as group and individual interviews and focus group discussions. All data will be used to prepare ad hoc reports on the various activities. The M&E specialists will pay regular visits to project and distribution sites - to monitor the quality of service delivery using established checklists and tools.

The M&E findings will be shared with concern partners and government agencies at field level for necessary corrective actions or improvement. Any arising issue requiring further action will be systematically documented and tracked, until they are resolved. Furthermore, monthly output and process monitoring reports will be sent by the sub-office in Cox's Bazar to the IOM Country Office in Dhaka to ensure that senior management is kept abreast of programme performance issues.

As a Level 3 response, the undertaking of an end-of-project evaluation is a requirement for UN agencies. The project has envisioned a joint evaluation to be equally costed in each of

the agency budgets. The external evaluation may be complemented by internal, agency specific evaluations as seen appropriate by the partnering agencies.

Under overall supervision of the UN Resident Coordinator in Bangladesh, the project will be managed by an International Project Manager who will be responsible for the overall coordination, supervision, management, disbursement of the project's financial resources, effective delivery of project outputs, reporting of project activities and evaluation of project interventions. He/she will be assisted by full-time M&E/Reporting national officer. Each agency has allocated resources for M&E Officers to provide regular data and information on project performance to the Joint-Project Manager. The Project Manager will liaise regularly with the Project Management Officer from each agency to review compiled field data and reporting. The Project Manager will summarize project performance against identified indicators on a monthly basis to the heads of agencies.

Forms (monthly reports, implementation records, distribution reports) provided by the three UN Agencies will be used to maintain process evaluation data. Analysis of the reports will involve comparison of target and completion dates to determine whether activities were completed as expected and whether objectives were met.

All data collected for the measurement of indicators will be disaggregated by sex and age where possible and relevant.

Table 2: Joint Programme Monitoring Framework (JPMF)

Expected Results (Outcomes & outputs)	Indicators (with baselines & indicative timeframe)	Means of verification	Collection methods (with indicative time frame & frequency)	RESPONSIBILITY	Risks & assumptions
Goal					
Contribute to the overall food and nutrition security, empowerment and resilience of 125,000 refugee and host community households in Cox's Bazar	% of targeted households who adopt one or more negative food-related coping strategies Baseline: 70% (WFP REVA study, Dec 2017) Target: 50%	Beneficiaries	Final Evaluation report Once (at the end of the project)	Joint Agency (WFP/IOM/FAO)	
Objective 1					
Targeted households, especially women headed households in host communities, have monthly decreased expenditures related to	% of targeted households who report decreased monthly expenditures linked to firewood purchase Baseline: 0 Target: 80%	- Beneficiaries - Participating agencies	Final Evaluation report Once (at the end of the project)	Joint Agency (IOM/WFP)	- Support continues to be provided to the program by government and local leaders - Targeting criteria are applied without political

firewood purchase					interference - Private sector stability and prices of LPG remain constant - Adverse weather event doesn't disrupt implementation - Currency devaluations do not occur
Output 1.1: Households, especially female headed and vulnerable, have improved access to alternative cooking fuel and facilities	# of targeted households (disaggregated by sex) with cooking set and LPG provision for 6 months Baseline:0 Target: 80% 125,000 households (40% female)	- Beneficiaries - Partner organizations - Private sector	- Distribution monitoring reports Monthly or Quarterly	Joint Agency (IOM/WFP) Private Sector (distributors of LPG)	
Objective 2					
Vulnerable households in host communities, especially women and girls, are more resilient through increased income	% of targeted household who report increase in income after participation in the project Baseline: 0 Target: 60% (Final evaluation report)	- Beneficiaries - Partner organizations	Final evaluation report Once (at the end of the project)	Joint Agency (IOM/WFP)	- Support continues to be provided to the program by government and local leaders - Targeting criteria are applied without political interference - Adverse weather event doesn't disrupt implementation - Currency devaluations do not occur
Output 2.1. Vulnerable households in host communities are provided with training and means for livelihood activities	# of targeted individuals, (disaggregated by sex) trained in livelihood activities and receiving start up support Baseline:0 Target: 25,000 (40% female)	- Beneficiaries - Partner organizations	- Training reports & attendance sheets - Distribution monitoring reports Monthly	Joint Agency (IOM/WFP)	
Output 2.2: Local agriculturalists, especially women, have access to innovative climate-sensitive agricultural practices and high-demand and nutrient crops	# of agriculturalists supported in climate-sensitive agricultural practices and high-demand and nutrient crops production, marketing and management Baseline:0 Target: 1440 (72 groups of 20 members)	- Beneficiaries - Partner organizations - Community/ Women's Groups	- Training reports & attendance sheets Monthly	FAO	
Output: 2.3 Local agriculturalists have access to	# of agriculturalists supported	- Beneficiaries - Partner organizations	- Distribution monitoring reports Monthly	FAO	

inputs (seeds, plantings, irrigation and production technology) to develop high demand crops	with inputs (seeds, plantings, irrigation and production technology) Baseline:0 Target: 1,440 (72 groups of 20 members)				
Output 2.4: Host community groups are provided with material and training on sustainable fishing technologies	# of individuals provided with fishing material and training Baseline:0 Target: 200	- Beneficiaries - Partner organizations	- Training reports & attendance sheets - Distribution monitoring reports	FAO	
Output 2.5: Strengthening the collective capacity of agricultural producer groups and enhance income generation through improved market linkages and food security of marginal farmers households	# of agricultural producer groups # of marginal farmers Baseline: 0 Target: 800 agricultural producer groups 25,000 marginal farmers	- Agricultural producer groups - Beneficiaries/farmers - Partner organizations	- Training reports & attendance sheets - Distribution monitoring reports	FAO	Successful adoption of training technologies and competency in dissemination of knowledge and technology
Output 2.6: Market actors are motivated to invest in the supply chain benefiting the production and market access for 5 key supply chains	# of supply chains supported Baseline: 0 Target: 5	- Agricultural producer groups - Beneficiaries/farmers - Partner organizations	- Training reports & attendance sheets - Distribution monitoring reports	FAO	
Output 2.7: Government local service provision capacity for technical support to farmer groups is expanded in 4 sub-districts	# of farmer trainers employed in FNS # of FNS relevant knowledge institutions supported directly activities. Baseline: TBD Target: 30 farmer trainers 50 staff per district	- Agricultural producer groups - Beneficiaries/farmers - Partner organizations	- Performance appraisals - Training reports & attendance sheets - Distribution monitoring reports	FAO	
Objective 3					
Refugee	% of targeted	- Beneficiaries	Final evaluation	IOM/WFP	- Support

households feel more resilient after participating in the skills development training	refugee households who report feeling more resilient Baseline:0 Target: 60%	- Partner organizations	report		continues to be provided to the program by government and local leaders - Targeting criteria are applied without political interference - Adverse weather event doesn't disrupt implementation Currency devaluations do not occur
Output 3.1: Refugee are provided with empowering skills development training	# of refugees who received skills development training Baseline:0 Target: 30,000	- Beneficiaries - Partner organizations	- Training reports & attendance sheets	IOM/WFP	
Objective 4					
Negative environmental impacts are mitigated through land/forest rehabilitation	# of hectares of forestry land protected or rehabilitated Baseline:0 Target: 2,000 hectares	- GIS data - Beneficiaries - Partner organizations/Sector	GIS survey of project implementation sites Monthly	FAO	- Support continues to be provided to the program by government and local leaders - Targeting criteria are applied without political interference - Adverse weather event doesn't disrupt implementation Currency devaluations do not occur
Output 4.1 Land stabilization, restoration and erosion control measures conducted	# of sites replanted Baseline:0 Target: 100	- BD forestry department - Partner organizations	- Geo-mapping of affected/rehabilitated areas - Planting records and survival reporting - BD Forestry Department monitoring - Engineering team reports and bio/landscape plans Monthly or Quarterly	FAO	- Support continues to be provided to the program by government and local leaders - Targeting criteria are applied without political interference
Output 4.2 Cash for Work programme support land/forest rehabilitation activities	# of Cash for Work days supporting land/forest rehabilitation activities Baseline:0 Target: 79,200 cash-for-work days over 4 months	- Beneficiaries - Partner organizations	- Cash for Work payment records Weekly or Monthly	Joint Agency (WFP/IOM)	- Adverse weather event doesn't disrupt implementation Currency devaluations do not occur

Output 4.2 Nurseries are producing planting materials	# of jobs supported in agricultural chains # of women reached by intervention Baseline: TBD Target: 20 nurseries established (200 individual workers employed, 40% women)	- Nurseries	Project Forestry Unit reporting and MEAL reporting	FAO	- Land identification is suitable, and communities are willing to be involved - Activity is reliant on successful NMT group formation process completion
Output 4.3 Slope stabilization and reforestation of damaged areas (Community-wise targeting)	# of hectares planted # of planting materials produced Baseline: TBD Target: 2,000 ha planted 1,500,000 pieces of planting materials (pieces) delivered to local nurseries for year 1 and 2	- BD forestry department - Partner organizations	Site plan implementation reports	FAO	- Weather permits plantation to scale - Cooperative CMGs – many are currently frustrated and overwhelmed by refugee impact
4.4 Soil conservation and land stabilization (2,500 hectares)	# of hectares of land stabilized # of communities and households benefiting from the actions Baseline: TBD Target: 500 ha land stabilized 100 community groups established	- BD forestry department - Partner organizations	Site plan implementation reports	FAO	- Weather permits plantation to scale - Timely finalization of document and clearance from Chief Conservator of Forest

9. Legal context or basis of relationship – one page

A sample as follows:

Table 3: Basis of Relationship (illustrative examples)

Participating UN organization	Agreement
UNDP	This Joint Programme Document shall be the instrument referred to as the Project Document in Article I of the Standard Basic Assistance Agreement between the Government of [NAME] and the United Nations Development Programme, signed by the parties on [DATE].
IOM	IOM office was established in accordance with the Agreement between the Government of Bangladesh and IOM in 1998.
FAO	The Government of Bangladesh joined the Food and Agriculture Organization of the United Nations on 12 November 1973 within two years of gaining its independence.
WFP	The World Food Programme signed basic agreement with the Government of the Peoples Republic of Bangladesh on 02 October 1974.

10. Work plans and budgets

See attached workplan

Signature:

UN Organizations		Implementing Partner	
Name: Giorgi Giga	[REDACTED]	Name	[REDACTED]
Signature	[REDACTED]	Signature	[REDACTED]
Organization: IOM	[REDACTED]	Organization	[REDACTED]
Date & Seal	[REDACTED]	Date & Seal	[REDACTED]
Name: Robert D. Sim	[REDACTED]	Name	[REDACTED]
Signature	[REDACTED]	Signature	[REDACTED]
Organization: FAO	[REDACTED]	Organization	[REDACTED]
Date & Seal	[REDACTED]	Date & Seal	[REDACTED]
Name: Richard Ragan	[REDACTED]	Name	[REDACTED]
Signature	[REDACTED]	Signature	[REDACTED]
Organization: WFP	[REDACTED]	Organization	[REDACTED]
Date & Seal	[REDACTED]	Date & Seal	[REDACTED]

ANNEX I:

Agency Focal Points

1. Caroline Muganda – Operations Officer FAO Cox's Bazar
2. John Nyirenda – IOM SAFE Programme Manager
3. Paola Dossantos – Head of Programmes WFP

Logical Framework: UN/JOIN-PROJECT TO ADDRESS COOKING FUEL NEEDS, ENVIRONMENTAL DEGRADATION AND FOOD SECURITY FOR POPULATIONS AFFECTED BY THE REFUGEE CRISIS									
Goal: Contribute to the overall food and nutrition security, empowerment and resilience of 125,000 refugees and host community households in Cox's Bazar.									
Indicator: % of targeted households who adopt one or more negative food-related coping strategies									
Baseline: 70% WFP ECLS study, Dec 2017. Target: 60%									
Objective 1: Vulnerable households, especially female-headed and vulnerable, have improved access to alternative cooking fuel and facilities									
Target: 70% of targeted households (disaggregated by sex) with cooking fuel and LPG provision for 6 months									
Baseline: 0. Target: 125,000 households (60% female)									
Output 1.1: Households, especially female-headed and vulnerable, have improved access to alternative cooking fuel and facilities	ICM	Assistance to displaced populations			Distribution of LPG stoves kits and alternative fuel in targeted areas				
Output 1.2: Local agriculturalists, especially women, have access to innovative climate-sensitive agricultural practices and high-demand and nutritious crops (PFS)	ICM	Assistance to displaced populations			Managing of alternative fuel resources in WFP's and outwards, promotion of some fire-ecosystems farms	22,764,433	14,672,833	14,626,333	52,064,599
Output 1.3: Local agriculturalists supported in climate-sensitive agricultural practices and high-demand and nutritious crops production, marketing and value chain	ICM	Assistance to displaced populations			Training on life best practices regarding cooking methods including good nutritional practices and safety among host community and refugees associations				
Baseline: 0. Target: 1,440 agriculturalists (72 groups of 20 members)									
Objective 2: Vulnerable households in host communities, especially women and girls, are more resilient through increased income									
Target: 60% of targeted households from host community who report increase in income after participation in the project									
Output 2.1: Local agriculturalists, especially women, have access to innovative climate-sensitive agricultural practices and high-demand and nutritious crops	ICM/WFP	Assistance to displaced populations/food security & nutrition	TBD		Enhanced training support for women and other vulnerable groups including value chain	1,836,657	2,823,333	750,000	5,410,000
Output 2.2: Local agriculturalists, especially women, have access to innovative climate-sensitive agricultural practices and high-demand and nutritious crops (PFS)	ICM	Assistance to displaced populations	TBD		Farmer Field School (PFS) undertaken in targeted host communities for production of high-demand and nutritious crops	1,019,000	960,000	34,000	2,013,000
Output 2.3: Local agriculturalists, especially women, have access to innovative climate-sensitive agricultural practices and high-demand and nutritious crops	ICM	Assistance to displaced populations	TBD		Establishment of e-commerce market for market linkages for farmer groups				
Output 2.4: Local agriculturalists supported in climate-sensitive agricultural practices and high-demand and nutritious crops production, marketing and value chain	ICM	Assistance to displaced populations	TBD		Set up post-harvest food collection and processing skills - nutrition				
Output 2.5: Strengthening the collective capacity of agricultural producer groups and enhance income generation through improved market linkages and food security of marginal farmers households	FAO	Food & agriculture	TBD		Distribution of post-harvest food storage drums, to include community level storage with food storage				
Output 2.6: Market actors are motivated to invest in the supply chain benefiting the production and market access for 5 key supply chains	FAO	Food & agriculture	TBD		Provision of training and materials for fishing groups	150,000	85,000	65,000	300,000
Output 2.7: Government local service provision capacity for technical support to farmer groups is expanded in 4 sub-districts	FAO	Food & agriculture	TBD		Organizational development and business approaches for collective marketing groups				
Output 2.8: Local community groups are provided with material and training on sustainable fishing technologies	FAO	Food & agriculture	TBD		Increased production through heightened skills and capacity within agricultural groups	1,077,729	355,243	-	1,436,972
Baseline: 0. Target: 200					Food security increased for vulnerable and marginal farmers in highly impacted areas - 25,000 kits (125,000 individual beneficiaries)				
Output 2.9: Sustainable livelihoods and business approaches for collective marketing groups	FAO	Food & agriculture	TBD		Availability of quality inputs at local level increased and 5 supply chains supported				
Output 2.10: Sustainable livelihoods and business approaches for collective marketing groups	FAO	Food & agriculture	TBD		Private sector mobilized to contract farmer with 60% targeted farmer groups (140 groups)	1,026,711	340,237	-	1,366,948
Output 2.11: Sustainable livelihoods and business approaches for collective marketing groups	FAO	Food & agriculture	TBD		Establish direct market linkages with 60% targeted farmer groups (140 groups)				
Output 2.12: Sustainable livelihoods and business approaches for collective marketing groups	FAO	Food & agriculture	TBD		120 Technical Community Service Providers are readily available to farmers and groups				
Output 2.13: Sustainable livelihoods and business approaches for collective marketing groups	FAO	Food & agriculture	TBD		Government water resources and irrigation management systems in 4 sub-districts	500,000	235,640		739,640
Output 2.14: Sustainable livelihoods and business approaches for collective marketing groups	FAO	Food & agriculture	TBD		Extension and IEC materials are effectively reaching target groups and individuals - General public target across the 4 sub-districts				
Objective 3: Marginal households feel more resilient after participating in the skills development training									
Baseline: 0. Target: 60%									
Conduct market data & viability review									

Work Plan for: UN JOINT-PROJECT TO ADDRESS COOKING FUEL NEEDS, ENVIRONMENTAL DEGRADATION AND FOOD SECURITY FOR POPULATIONS AFFECTED BY THE REFUGEE CRISIS

Period: June 2018 - May 2019

UN organization specific Annual targets	UN organization	Activities	TIME FRAME				Implementing Partner	PLANNED BUDGET		Amount (US year)
			Q1	Q2	Q3	Q4		Source of funds	Budget Description	
20 active 1- targeted households, especially women-headed and vulnerable households have monthly decreased expenditures related to reduced fuel needs		Distribution of LPG stove kits and alternative fuel in targeted areas					-	TBD	LPG stove kits, LPG cylinder	
		Distribution of monthly refill LPG to targeted population					-	TBD	LPG refills	
		Managing of alternative fuel inclusion in WFPs e-voucher system					-	TBD	Inclusion of fuel in SSCOPE card	
		Community fire safety and awareness training and outreach, promotion of zone fire preparedness teams					-	TBD	Training and material	22,845,833
125,000 targeted households (disaggregated by sex) with cooking set and LPG provision for 12 months (4c members for 6 months)	ICM	Training on LPG best practices regarding cooking methods including good nutritional practices and safety among host community and refugees populations					-	TBD	Training and material	
Objective 2: Vulnerable households in host communities, especially women and girls, are more resilient through increased income										
25,000 vulnerable households in host communities are provided with training and means for livelihood activities	ICM/WFP	Livelihood training support for women and other vulnerable groups including asset creation					TBD	TBD	Training and material	5,736,667
# of targeted individuals, (disaggregated by sex) trained in livelihood activities and receiving start-up support		Farmer Field School (FFS) undertaken in targeted host communities for production of high-demand and nutritious crops.					TBD	TBD	FFS training and material	198,000
1,440 agriculturalists supported in climate-sensitive agricultural practices and high-demand and nutrient crops production, marketing and management	FAO	Establishment of E-voucher wallet for market linkages for farmer groups					TBD	TBD	Training and material	100,000
		High level post-harvest food mitigation and processing					TBD	TBD	Training and material	54,000
		Distribution of post-harvest food storage drums, to include community level orientations on safe food storage					TBD	TBD	Material	325,000
1,440 agriculturalists supported with inputs (seeds, plantings, irrigation and production technology)	FAO	Development of training materials specific to needs of individual agricultural communities (seed, plantings and agricultural technology, etc)					TBD	TBD	Material	340,000
		Training and provision of sustainable fishing technologies					TBD	TBD	Training and material	50,000
200 individuals provided with fishing material and training	FAO	Provision of fishing material					TBD	TBD	Training and material	100,000
		Organizational development and business approaches for collective marketing groups					TBD	TBD	Training and material	277,729
Strengthening the collective capacity of agricultural producer groups and enhance income generation through improved market linkages and food security of marginal farmers households	FAO	Increased production through heightened skills and capacity within agricultural groups					TBD	TBD	Training and material	300,000
		Food security increased for vulnerable and marginal farmers in highly impacted areas – 25,000					TBD	TBD	Training and material	500,000
		Availability of quality inputs at local level increased					TBD	TBD	Material	500,000
Market actors are motivated to invest in the supply chain benefiting site production and market access for 5 key supply chains	FAO	Private sector mobilized to support farmer groups (240 KCGUs)					TBD	TBD	Material	226,711
		Establish direct market linkages with 60% targeted farmer groups (240 groups)					TBD	TBD	Training and material	300,000
		120 Technical Community Service Providers are readily available to farmers and groups					TBD	TBD	Training and material	150,000
Government local service provision capacity for technical support to farmer groups is expanded in 4 sub-districts	FAO	Improved Government water resources and irrigation management systems in 4 sub-districts					TBD	TBD	Training and material	250,000
		Extension and BCC materials are effectively reaching target groups and individuals – (general public target across the 4 sub-districts)					TBD	TBD	Material	100,000

Objective 3: Refugee households feel more self-reliance and self-protection in the skills development training											
30,000 Refugees are provided with empowering skills development training	IOM/WFP	Conduct market data & viability review						TBD	TBD	Training and material	
		Conduct trainings for empowerment and skill development							TBD	TBD	Training and material
		Empowerment and skill development training for refugee beneficiaries							TBD	TBD	Training and material
		Develop linkages between the refugees/training centres and the Bangladesh markets to create livelihood opportunities for refugees							TBD	TBD	Training and material
4,183,333											
24. Replicate successful impacts and improve through land/forest rehabilitation											
100 sites replanted	IOM/WFP/FAO	Purchase of landscaping tools/equipment and planting materials						Armanik Foundation	TBD	Tools and planting material	
		Site survey, community PRA and joint reviews						Armanik Foundation	TBD	Survey	
		Establishment of Forestry Department and community nurseries for land-stabilization planting materials						TBD	TBD	Tools and planting material	
Nurseries are producing planting materials # of jobs supported in agricultural chains		Training of Nursery Management Teams in technical operational management and maintenance of nurseries						TBD	TBD	Training and material	
# of women reached by intervention	FAO	Training of Nursery Management Teams in financial and organizational management of nurseries						TBD	TBD	Training and material	
Baseline: 180 Target: 20 nurseries established (200 individual workers employed, 40% women)								TBD	TBD	Training and material	
								TBD	TBD	Training and material	
Slope stabilization and reforestation of damaged areas (Community wise targeting)		Procurement of materials from nurseries for transplantation						TBD	TBD	Material	
# of hectares planted	FAO	Plantation of land stabilization materials in priority areas under PD technical guidance – Cash-for-Work with host communities and refugees						TBD	TBD	Material	
# of planting materials produced		Maintenance support for planted areas through Community Co-management Group strategies						TBD	TBD	Material	
Baseline: 1,500,000 pieces of planting materials (pieces) delivered to local nurseries for year 1 and 2								TBD	TBD	Material	
30% conservation and reforestation (2,500 hectares)		Promotion and testing of Land Stabilization is documented and disseminated						TBD	TBD	Material	
# of hectares of land stabilized	FAO	Expansion of SAFE PLUS Biological Land stabilization program						TBD	TBD	Material	
# of communities and households benefiting from the actions		Selection of CW beneficiaries						TBD	TBD	Material	
Baseline: 180 Target: 500 ha land stabilized, 100 community groups established		Implementation of CW activities to support land and forest rehabilitation						TBD	TBD	Material	
		Organization of social cohesion initiatives						TBD	TBD	Social cohesion activities	
158,400 Cash for Work days supporting land/forest rehabilitation activities/tree nurseries	IOM/WFP/FAO							TBD	TBD	No budget for 1st year	
Total Planned Budget for the 1st year										48,815,261.1%	
										IOM	34,672,489
										WFP	6,590,594
										FAO	7,233,158
Including direct and indirect support costs											

ANNEX 8: Standard Joint Programme Budget

JOINT PROJECT BUDGET*

Total Resources for the transfer (US\$)	116,325,000
% of Indirect Costs	7%
Total Indirect Costs	7,610,047
Total Direct Costs	108,714,953

PROJECT BUDGET		ESTIMATED UTILIZATION OF RESOURCES (US\$)		
CATEGORY	Total Amount (US\$)	IOM	WFP	FAO
1 Staff and other personnel costs	15,101,361	11,535,000	1,609,200	1,957,161
2 Supplies, Commodities, Materials	374,400	216,000	79,200	5,937,489
3 Equipment, Vehicles and Furniture including Depreciation	135,000	45,000	45,000	110,164
4 Contractual Services	785,154	228,540	105,000	65,758
5 Travel	120,600	40,200	40,200	38,316
6 Transfers and Grants Counterparts	TBC	TBC	TBC	1,311,841
7 General Operating and Other Direct Costs	92,198,438	67,632,800	15,460,900	2,257,184
Total Programme Costs	108,714,953	79,697,540	17,339,500	11,677,913

8 Indirect Support Costs**	7,610,046.72	5,578,827.80	1,213,765.00	817,453.90
TOTAL Pass-Through Amount Approved	116,325,000	85,276,368	18,553,265	12,495,367

* This is based on the UNDG Harmonized Financial Reporting to Donors for Joint Programmes approved in 2012.

** Indirect support cost should be in line with the rate or range specified in the Fund TOR (or Joint Programme Document) and MOU and SAA for the particular JP. Indirect costs of the Participating Organizations should not exceed 7% of Total Programme Costs

All other costs incurred by each Participating UN Organization in carrying out the activities for which it is responsible under the Fund will be recovered as direct costs, in accordance with the UN General Assembly resolution 62/209 (2008 Triennial Comprehensive Policy Review principle of full cost

Approved by UNDP [Title of the DOA designee]:

[Name of the DOA designee]:

Signature:

Date:



**Food and Agriculture Organization
of the United Nations**

**General Legal Provisions applicable to FAO when participating in pass-through UN Joint
Programmes and Multi-Partner Trust Funds**

(FAO Annex to the UN Joint Programme Project Document)

1. These legal provisions set out the basic conditions under which FAO – in respect of the collaborative spirit of this UN joint programme or multi-partner trust fund (hereinafter referred to as the Project) - will assist the Government in the implementation of the Project. The achievement of the objectives set by the Project shall be the joint responsibility of the Government, FAO and participating UN agencies (where applicable).

FAO OBLIGATIONS

2. FAO will be responsible for the provision, with due diligence and efficiency, of assistance as provided in the Project Document. FAO and the Government will consult closely with respect to all aspects of the Project.

3. Assistance under the Project will be made available to the Government, or to such entity as provided in the Project, and will be furnished and received (i) in accordance with relevant decisions of the Governing Bodies of FAO, and with its constitutional and budgetary provisions; and (ii) subject to the receipt by FAO of the necessary contribution from the Resource Partner and the Administrative Agent. FAO will disburse the funds received from the Resource Partner through the Administrative Agent in accordance with its regulations, rules and policies. All financial accounts and statements will be expressed in United States Dollars and will be subject exclusively to the internal and external auditing procedures laid down in the financial regulations, rules and directives of FAO.

4. FAO's responsibilities regarding financial management and execution of the Project will be as stipulated in the Project Document. FAO may, in consultation with the Government and the other UN agencies (where applicable), implement project components through partners identified in accordance with FAO procedures. Such partners will have primary responsibility for delivering specific project outputs and activities to the Project in accordance with the partner's rules and regulations, and subject to monitoring and oversight, including audit, by FAO.

5. Assistance under the Project provided directly by FAO, including technical assistance services and/or oversight and monitoring services, will be carried out in accordance with FAO regulations, rules and policies, including on recruitment, travel, salaries, and emoluments of national and international personnel recruited by FAO, procurement of services, supplies and equipment, and subcontracting. The candidacies of senior international technical staff for recruitment by FAO will be submitted to the Government for clearance following FAO procedures.

6. Equipment procured by FAO will remain the property of FAO for the duration of the Project. The Government will provide safe custody of such equipment, which is entrusted to it prior to the end of the Project. The ultimate destination of equipment procured under this Project will be decided by FAO in consultation with the Government and the Resource Partner.

GOVERNMENT OBLIGATIONS

7. With a view to the rapid and efficient execution of the Project, the Government shall grant to FAO, its staff, and all other persons performing services on behalf of FAO, the necessary facilities including:

- i) the prompt issuance, free of charge, of any visas or permits required;
- ii) any permits necessary for the importation and, where appropriate, the subsequent exportation, of equipment, materials and supplies required for use in connection with the Project and exemption from the payment of all customs duties or other levies or charges relating to such importation or exportation;
- iii) exemption from the payment of any sales or other tax on local purchases of equipment, materials and supplies for use in connection with the project;
- iv) any permits necessary for the importation of property belonging to and intended for the personal use of FAO staff or of other persons performing services on behalf of FAO, and for the subsequent exportation of such property; and
- v) prompt customs clearance of the equipment, materials, supplies and property referred to in subparagraphs (ii) and (iv).

8. The Government will apply to FAO, its property, funds and assets, its officials and all the persons performing services on its behalf in connection with the Project: (i) the provisions of the Convention on Privileges and Immunities of the Specialized Agencies; and (ii) the United Nations currency exchange rate. The persons performing services on behalf of FAO will include any organization, firm or other entity, which FAO may designate to take part in the execution of the Project.

9. The Government will be responsible for dealing with any claims which may be brought by third parties against FAO, its personnel or other persons performing services on its behalf, in connection with the Project, and will hold them harmless in respect to any claim or liability arising in connection with the Project, except when it is agreed by the Government and FAO that such claims arise from gross negligence or wilful misconduct of such persons.

10. The Government will be responsible for the recruitment, salaries, emoluments and social security measures of its own national staff assigned to the project. The Government will also provide, as and when required for the Project, the facilities and supplies indicated in the Project Document. The Government will grant FAO staff, the Resource Partner and the Administrative Agent and persons acting on their behalf, access to the project offices and sites and to any material or documentation relating to the Project, and will provide any relevant information to such staff or persons.

REPORTING AND EVALUATION

11. FAO will report to the Government (and to the Resource Partner) as scheduled in the Project Document.

12. The Government will agree to the dissemination by FAO of information such as project descriptions and objectives and results, for the purpose of informing or educating the public. Patent rights, copyright, and any other intellectual property rights over any material or discoveries resulting from FAO assistance under this Project will belong to FAO. FAO hereby grants to the Government a non-exclusive royalty-free license to use, publish, translate and distribute, privately or publicly, any such material or discoveries within the country for non-commercial purposes. In the presence of multiple UN implementing agencies, patent rights, copyright, and any other intellectual property rights, including the granting of any license thereof, will be jointly agreed among them in writing. In accordance with requirements of some donors of UN joint programmes or multi-partner trust funds, FAO reserves the right to place information and reports in the public domain.

13. The Project will be subject to independent evaluation according to the arrangements agreed between the Government, FAO and the other UN agencies (where applicable). The evaluation report will be publicly accessible, in accordance with the applicable policies, along with the Management Response. FAO is authorized to prepare a brief summary of the report for the purpose of broad dissemination of its main findings, issues, lessons and recommendations as well as to make judicious use of the report as an input to evaluation synthesis studies.

FINAL PROVISIONS

14. Any dispute or controversy arising out of or in connection with the Project or these legal provisions will be amicably settled through consultations, or through such other means as agreed between the Government and FAO.

15. Nothing in or related to any provision in these legal provisions or document or activity of the Project shall be deemed: (i) a waiver of the privileges and immunities of FAO; (ii) the acceptance by FAO of the applicability of the laws of any country to FAO; and (iii) the acceptance by FAO of the jurisdiction of the courts of any country over disputes arising from assistance activities under the Project.

16. These legal provisions may be amended or terminated by mutual written consent. Termination will take effect sixty days after receipt by either party of written notice from the other party. In the event of termination, the obligations assumed by the parties under these legal provisions will survive its termination to the extent necessary to permit the orderly conclusion of activities, and the withdrawal of personnel, funds and property of FAO.

17. These legal provisions will enter into force upon signature by the duly authorized representatives of the Government and FAO.

ANNEX A-1

PROJECT DESCRIPTION – ENVIRONMENTAL REHABILITATION IN COX'S BAZAR

1. Project Description

The Project supports the host community component of the Joint Programme Document - attached in ANNEX A - on environmental restoration and prevention of further degradation by rolling out clean, alternative cooking-fuel technology in the refugee camps. The Project addresses a top priority of the Government of Bangladesh (GoB) and is implemented by the International Organization for Migration (IOM), the Food and Agricultural Organization (FAO) and the World Food Programme (WFP). It has two primary objectives, **the first** of which to address the urgent cooking fuel needs of Rohingya refugees in host communities and host communities in Cox's Bazar, by introducing alternative clean cooking fuel and technology. The **second** objective focuses on livelihoods and income generation for the heavily impacted host community through training and inputs provision. The last objective aims at mitigating negative environmental impacts through land and forest rehabilitation.

2. Expected results

Within the framework of Joint Programme Document , the Project has three Intermediate Outcomes (IOs) and activities which address the short, medium and longer-term challenges with activities benefitting both the refugee and host community populations, and therefore contributing to social cohesion.

Intermediate outcome 1

Increased provision of alternative, clean cooking fuel and technology to host community households, particularly those headed by women.

Activities include:

- Distribution of LPG cook sets, including stove top, connectors, hoses and regulator, and an initial 12kg LPG cylinder.
- Distribution of LPG cylinder refills for 6 months to households in host communities.
- Community fire safety and awareness training and outreach, promotion of zone fire preparedness teams. Fire Warden System Training and Establishment.
- Inclusion of the LPG 'fuel wallet' on the e-voucher SCOPE card.

Intermediate outcome 2

Increased empowerment and livelihoods opportunities for the most vulnerable, especially women and girls, in host communities.

Activities include:

- Livelihoods capacity development for host community households and groups.
- Empowerment skills development for refugee households and groups.
- Farmer Field School (FFS) undertaken in each of 24 targeted host communities to produce high-demand and nutritious crops through climate-sensitive agricultural practices.
- HH level post-harvest food utilization and processing skills - nutrition sensitive.
- Distribution of post-harvest/food storage drums; to include community level orientations on safe food storage.
- Provision of inputs specific to needs of individual agricultural communities based on the needs of their agro-ecological context (seed, plantings, irrigation and production technology, etc.).
- Training and promotion of sustainable fishing technologies.
- Establishment of E-voucher wallet for market linkages for farmer groups.

Intermediate outcome 3

Enhanced natural resource base and reduced environmental impact of the refugee influx.

Activities include:

- Land stabilization and erosion control measures in high priority areas (threat to water sources and agricultural lands),
- Establishment of Agro-forestry and collaborative forest management farming systems. Planting of fast growing wood fuel plants/tree nurseries, seedling production, Cash-for-Work.

3. Gender equality

The gender element of the crisis, and the response, cannot be underestimated. It has been noted that 16% of the population is composed of female-headed households and over 70% of the population is women and girls. The population is also highly traumatized. Pregnant and lactating women (PLW) are also a substantial portion of the population. Over half of the gender-based violence (GBV) cases reported by Rohingya refugees at UNFPA's Women Friendly Spaces and other facilities in Cox's Bazar are sexual assault. Many of the incidents occur to women gathering fuel wood or entering the forest to relieve themselves due to a lack of latrine facilities at many camp sites. One in five households is female-headed, constituting a very large vulnerable group in each individual camp. Host community women and girls face similar challenges. The cooking fuel crisis, which affects both refugees and host communities, has been noted since the early days of the Rohingya crisis, with incidences of violence and conflict over firewood, including Gender-based Violence (GBV) and child exploitation, steadily rising as the competition for the resources, and the distance to the sources, has grown. Firewood collection in nearby forests leads people to venture into unsafe areas where they are left vulnerable to gender-based violence, elephant attacks, kidnapping and trafficking risks.

There is an urgent need to scale up GBV programming overall, and to integrate specific protection measures relevant to the inherent threats within project activities. Measures will also be taken to ensure that issues specific to children, adolescent girls, widows, divorced women, women-headed HH and people with disabilities are also foreseen and addressed. Specifically, Outcome 1 will prioritize women-headed households, and other vulnerable women and girls in the selection of beneficiaries for receipt of LPG kits to mitigate future protection risks associated with fuel collection at distances and/or at night. Outcome 2 will also focus on vulnerable women and girls for livelihood and self-reliance support to increase their access to income generating activities and increase their overall resilience capabilities. Outcome 3 will focus on host community women's groups and women in income generation activities, food processing, and agricultural activities – as well as other vulnerable households/populations – to increase overall resilience to environmental shocks.

The Ministry of Women and Children's Affairs (MoWCA) will be consulted for partnership in activities targeting the development of livelihoods and empowerment for women and girls. The project will also assure that implementing partners can demonstrate the capacity to integrate gender considerations into the design and implementation. Staff will be trained on gender-sensitivity and equipped with protection, SGBV, child protection and SEA referral pathways to make appropriate response. Gender and other protection mainstreaming training for partners will be provided when necessary.

4. Environmental integration

This project may involve the carrying out of one or more components that are likely to cause negative environmental effects. FAO, IOM and WFP will ensure that any activities carried out under this project are not likely to cause significant adverse environmental effects. UNDP will ensure that the management

of environmental effects, including any analysis, is carried out in accordance with the environmental processes and requirements of UNDP and the implementing partners.

Upon DFATD's request, FAO, IOM and WFP will provide DFATD with a copy of any environmental analysis(-es) and any supporting documentation.

DFATD may also evaluate whether the management of environmental effects was carried out in accordance with the environmental process(es) and requirements of WFP.

DFATD may require additional environmental measures, to be stipulated in Annex A. These may include reporting on the application of the above provisions.

5. Prevention of Sexual Exploitation and Abuse (PSEA)

FAO, IOM and WFP is expected to take all appropriate measures to prevent sexual exploitation or abuse of anyone by its employees or any other persons engaged and controlled by the FAO, IOM and WFP to perform any services funded by the FAO, IOM and WFP. FAO, IOM and WFP will implement the zero tolerance policy to sexual exploitation and abuse, as outlined in UN Secretary-General's Bulletin on Special Measures for protection from sexual exploitation and abuse (ST/SGB/2003/13). The policy applies to UN personnel, as well as implementing partners and their subcontractors.

As per the UN Secretary-General's Bulletin, the zero-tolerance policy

- Prohibits sexual activities with persons under the age of 18 regardless of the age of majority or consent locally;
- Prohibits the exchange of money, employment, assistance, goods or services for sex, including sexual favours or other forms of humiliating, degrading or exploitive conduct;
- Strongly discourages sexual relationships between personnel and beneficiaries of assistance, since they are based on inherently unequal power dynamics, undermine the credibility and integrity of UN agencies' work.

FAO, IOM and WFP are also expected to operationalize PSEA Commitments with implementing partners and contractors. PSEA measures with implementing partners are further guided by the UN Protocol on Allegations of Sexual Exploitation and Abuse Involving Implementing Partners (https://www.un.org/preventing-sexual-exploitation-and-abuse/sites/www.un.org/preventing-sexual-exploitation-and-abuse/files/un_protocol_on_sexual_exploitation_and_abuse_involving_implementing_partners_en.pdf). This protocol outlines requirements of the United Nations, including its funds and programmes (collectively, the "UN"), when working with implementing partners, to ensure adequate safeguards and appropriate action related to sexual exploitation and abuse (SEA).

6. Project implementation partners

The Project will utilize the WFP and FAO-led Food Security Sector Working Group and the IOM- led Shelter and Site Management Sectors as sharing and reporting fora to ensure the highest level of participation from, UN Agencies and key international and national NGOs working in various locations within the Rohingya camps.

The project will coordinate with UNHCR for activities under Outcome 1, which is working closely with the Government of Bangladesh and partners to provide protection and assistance to the refugees and to support host populations affected by the influx.

The project will encourage the reinforcement of the existing supply chains by private investments in the LPG infrastructure (refilling stations and retail networks) thereby being profitable for the entire population of the district. However, the Agencies will select the companies to enrol in the multi wallet system based on organizational, financial criteria's and services provided to beneficiaries. The companies

will have to respect a code of conduct based on the humanitarian principles. Regular audits will be conducted to ensure that beneficiaries are not harmed. The involvement of the private sector will guarantee the respect of LPG regulations issued by the Government of Bangladesh and will ensure the safety in the filling and distribution system.

The project is fully endorsed by the Inter-Sectoral Coordination Group (ISCG) and will report to the three main sectors mandated for its activities: Food Security, Shelter/Non-Food Item and Site Management. Each sector will be provided technical guidance and coordination to the project implementation teams. Additionally, the Livelihoods Working Group and the Energy and Environment Technical Working Group will provide further coordination and technical support.

National and international NGOs will also support program delivery. They will be identified at the implementation plan phase.

7. Project Governance and Management

The programme will be using a pass-through fund management modality where UNDP Multi-Partner Trust Fund Office will act as the Administrative Agent (AA) under which the funds will be channelled for the programme through the AA. Each participating UN organization receiving funds through the pass-through would have to sign a standardized Memorandum of Understanding with the AA.

The Administrative Agent will:

- Establish a separate ledger account under its financial regulations and rules for the receipt and administration of the funds received from the donor(s) pursuant to the Administrative Arrangement. This Joint Programme Account will be administered by the Administrative Agent in accordance with the regulations, rules, directives and procedures applicable to it, including those relating to interest;
- Make disbursements to Participating UN Organizations from the Joint Programme Account based on instructions from the Steering Committee, in line with the budget set forth in the Joint Programme Document.

The Participating UN Organizations will:

- Assume full programmatic and financial responsibility and accountability for the funds disbursed by the AA.
- Establish a separate ledger account for the receipt and administration of the funds disbursed to it by the Administrative Agent.
- Each UN organization is entitled to deduct their indirect costs on contributions received according to their own regulation and rules, taking into account the size and complexity of the programme. Each UN organization will deduct 7% as overhead costs of the total allocation received for the agency.

The MPTF Office will charge administrative agent fee of one per cent (1%) of the total contributions made to the Joint Programme.

The Convening Agency will consolidate narrative reports provided by the Participating United Nations Organizations. As per the MoU:

- Annual narrative progress report and the final narrative report, to be provided no later than three months (31 March) after the end of the calendar year.

The MPTF Office will:

- Prepare consolidated narrative and financial progress reports, based on the narrative consolidated report prepared by the Convening Agency and the financial statements/ reports submitted by each of the Participating UN Organizations in accordance with the timetable established in the MoU;
- Provide those consolidated reports to each donor that has contributed to the Joint Programme Account, as well as the Steering Committee, in accordance with the timetable established in the Administrative Arrangement.
- Provide the donors, Steering Committee and Participating Organizations with:
 - Certified annual financial statement (“Source and Use of Funds” as defined by UNDG guidelines) to be provided no later than five months (31 May) after the end of the calendar year;
 - Certified final financial statement (“Source and Use of Funds”) to be provided no later than seven months (31 July) of the year following the financial closing of the Joint Programme.

Budget Preparation - The Convening Agency will prepare an aggregated/consolidated budget, showing the budget components of each participating UN organization.

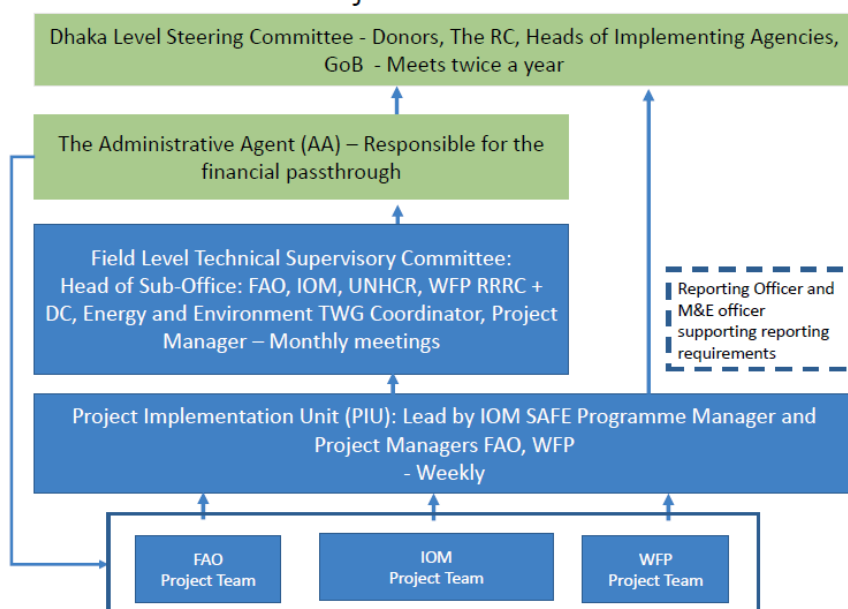
Accounting - Each UN organization will account for the income received to fund its programme components in accordance with its financial regulations and rules.

Admin Fees and Indirect Costs

- **Administrative Agent:** The AA (UNDP) shall be entitled to allocate one percent (1%) of the amount contributed by the donor, for its costs of performing the AA’s functions.
- **Participating UN Organizations:** Each UN organization participating in the joint programme will recover indirect costs in accordance with its financial regulations and rules and as documented in the Memorandum of Understanding signed with the AA.

Interest on funds - Interest will be administered in accordance with the financial regulations and rules of each UN organization and as documented in the Standard Administrative Arrangement signed with the donor.

SAFE Project Structure



The AA will take 1% of the total project costs to cover its direct costs. The 1% fee is taken off at the time the contribution passes through the AA – and is therefore levied from the total amount. The participating UN organizations will then charge their indirect costs based on the specific funding amount that comes to each agency.

IOM will establish a joint reporting mechanism to be harmonized across agencies to ensure coherent and transparent funds management between coordinating partners, including the scope and frequency of monitoring, reporting, assurance and audit to be agreed prior to programme implementation. Individual agencies will utilize their specific management systems for the transfer of cash to coordinating partners taking into consideration partner capacity, which can be adjusted in its course in accordance with applicable policies, processes and procedures of the participating UN organizations. For the cash transfer activities, the provisions required under the Harmonized Approach to Cash Transfers (HACT) as detailed in their Country Programme Action Plans (CPAPs) or in other agreements covering cash transfers will apply.

UNDP's Multi-Partner Trust Fund Office (MPTF)) will fulfil the Administrative Agent (AA) function, as per the established UNDG guidelines IOM will fulfil the role of the Convening Agency (CA) and together with the other project structures – the Technical Supervisory Body (TSB) and the PIU and the Dhaka based Steering Committee (SC) will ensure coordinated communication, reporting and project implementation.

As the CA IOM's Project Manager will be dedicated to the overall coordination of the project and he/she will be supported by a M&E Officer and a Reporting Officer for collating the learning and narrative reports for the project. International and national full-time of the operations team will be hired by participating UN Agencies as outlined in the budget to carry out the specified activities. Furthermore, technical staff from the Country Offices of three UN Agencies, and as well from the Regional Offices and HQ, will be engaged to provide technical assistance to the project in order to capitalize on lessons learned from other regions.

The Steering Committee – composed of the donors of the SAFE Program, the agency heads of participating UN agencies, the Resident Coordinator and the government of Bangladesh (for example:

Ministry of Foreign Affairs (head of the National Task Force), Ministry of Disaster Management & Relief, Ministry of Environment, Forest & Climate Change, Ministry of Agriculture/ Department of Agricultural Extension, or/and Ministry of Power, Energy & Mineral Resources) – is expected to meet twice a year and provide strategic guidance to the project on future direction as well as potential new areas of operation. It is chaired by the Resident Coordinator and will also make prioritization decisions for un-earmarked funding towards the project. It will be set up at the beginning of the program.

The Steering Committee is the Decision-making authority, and the; highest body for strategic guidance, fiduciary and management oversight and coordination. It facilitates collaboration between participating UN organizations and host government for the implementation of the Joint Programme. It reviews and approves Joint Programme Document and annual work plans, provides strategic direction and oversight, sets allocation criteria, allocates resources, reviews implementation progress and addresses problems, reviews and approves progress reports budget revisions/reallocations, and evaluation reports, notes audit reports (published in accordance with each PUNOs' disclosure policy), and initiates investigations (if needed).

The TSB, and the PIU will convene in Cox's Bazar and be comprised of appropriate staff from FAO, IOM and WFP. The TSB will meet monthly (with provision for calling an extraordinary meeting at the request of UNRCO) and will receive reports from and provide guidance to the PIU which will be chaired and led by the IOM SAFE Project Manager.

The PIU will be responsible for the daily technical and operational coordination of the project and will meet once a week. Membership of the PIU will include a representative from each participating UN Agency and will be led by the IOM SAFE Project Manager who will be responsible for the day-to-day management of the project and ensure close coordination between the three UN Agencies.

All three participating UN Agencies will use their existing human resources to complement the project actions as well as monitor and report on project implementation.

8. Monitoring and Evaluation (M & E)

Monitoring of project progress will be carried out by dedicated Monitoring, Evaluation and Learning (MEAL) assistants and will focus on upward accountability (i.e. towards development partners and society at large) and downward accountability (i.e. towards project beneficiaries and primary stakeholders). Monitoring will be against indicators and sources of verification identified in the project logical framework.

A detailed Monitoring plan will be developed at the beginning of the proposed action and will be implemented by the M & E assistant with support from the whole project team. Data and information will be collected through survey questionnaires, as well as group and individual interviews and focus group discussions. All data will be used to prepare ad hoc reports on the various activities. The M & E assistants will pay regular visits to project and distribution sites - to monitor the quality of service delivery using established checklists and tools.

The project monitoring findings will be shared with concern partners and government agencies at field level for necessary corrective actions or improvement. Any arising issue requiring further action will be systematically documented and tracked, until they are resolved. Furthermore, monthly output and process monitoring reports will be sent by the sub-office in Cox's Bazar to the IOM country office in Dhaka to ensure that senior management is kept abreast of programme performance issues.

As a Level 3 response, the undertaking of an end-of-project evaluation is a requirement for UN agencies. The project has envisioned a joint evaluation to be equally costed in each of the agency budgets. The external evaluation may be complemented by internal, agency specific evaluations as seen appropriate by the partnering agencies.

The project will be managed by an International Project Manager who will be responsible for the overall coordination, supervision, management, disbursement of the project's financial resources, effective delivery of project outputs, reporting of project activities and evaluation of project interventions. He/she will be assisted by full-time M & E Assistant. Each agency has allocated resources for M&E Assistants to provide regular data and information on project performance to the Joint-Project Manager. The Project Manager will liaise regularly with the Project Management from each agency to review compiled field data and reporting. The Project Manager will summarize project performance against identified indicators on a monthly basis to the heads of agencies.

Forms (monthly reports, implementation records, distribution reports) provided by the three UN Agencies will be used to maintain process evaluation data. Analysis of the reports will involve comparison of target and completion dates to determine whether activities were completed as expected and whether objectives were met.

All data collected for the measurement of indicators will be disaggregated by sex and age where possible and relevant.

Standard Indicators:

The Project will incorporate the following output indicators into the project's Performance Measurement Framework (PMF) and report on them in accordance with the Reporting requirements in Section V above:

- number of entrepreneurs, farmers and smallholders (m/f) provided with financial and/or business development services;
- number of beneficiaries (m/f) from climate adaptation projects.

Any payments to implementing partners by Participating UN Organizations will be made only to implementing partners listed in Annex A-1 to the Joint Programme Document. If a Participating UN Organization wishes to work with an implementing partner that is not listed in this Annex A-1 that Participating UN Organization will inform the Joint Programme Steering Committee, the Convening Agent and the Administrative Agent in writing 30 days before signing any agreement with the proposed new implementing partner. The Administrative Agent will make sure the Donor is informed in writing, no later than 30 days before any funds are transferred to the proposed new implementing partner. The list of implementing partners above will be updated as necessary without a formal amendment to the Joint Programme Document.

The Donor will inform the Administrative Agent within 30 days in writing if it has identified specific concerns with implementing partners included in Annex A-1. The Donor and the Administrative Agent will discuss and determine in good faith an appropriate course of action, to ensure that none of the Donor's funds will benefit such implementing partners.

1. Theory of Change / Logical Framework

ULTIMATE OUTCOME	UO. Contribute to the overall food and nutrition security, empowerment and resilience of 22,300 households in host communities in the area of Cox's Bazar				
Indicators	% of targeted households who adopt one or more negative food-related coping strategies Baseline: 70% (WFP REVA study, Dec 2017) Target: 50% (Final evaluation report)				
INTERMEDIATE OUTCOMES	IO1. Targeted households, especially women headed households in host communities, have monthly decreased expenditures related to firewood purchase	IO2. Vulnerable households in host communities, especially women and girls, are more resilient through increased income		IO3. Negative environmental impacts are mitigated through land/forest rehabilitation	
Indicators	% of targeted households who report decreased monthly expenditures linked to firewood purchase Baseline: 0 Target: 80% (Final evaluation report)	% of targeted household who report increase in income after participation in the project Baseline: 0 Target: 60% (Final evaluation report)		# of hectares of forestry land protected or rehabilitated Baseline: 0 Target: 2,000	
IMMEDIATE OUTCOMES	O1.1 Households in host communities, especially female headed and vulnerable households, reduce their use of firewood as cooking fuel	O2.1 Individuals supported through the project, including women and girls, develop a livelihood activity		O3.1 Land stabilization, restoration and erosion control measures conducted taking into account impacts on, and opportunities for, women and girls	
Indicators	% of households supported with cooking set and LPG provision who confirm reducing their use of firewood as cooking fuel Baseline: 0 Target: 90% (Final evaluation report)	% of target individuals (disaggregated by sex), who have a running livelihood activity at the end of the project Baseline: 0 Target: 70% (Final evaluation report)		# of sites replanted Baseline: 0 Target: 100	
OUTPUTS	1.1.1 Households in host communities, especially female headed and vulnerable households, have improved access to alternative cooking fuels and facilities	2.1.1 Vulnerable households in host communities are provided with training and means for livelihood activities	2.1.2 Local agriculturalists, especially women, have access to innovative climate-sensitive agricultural practices and high-demand and nutrient crops	2.1.3 Local agriculturalists have access to inputs (seeds, plantings, irrigation and production technology) to develop high demand crops	3.1.1 Cash for Work programme support land/forest rehabilitation activities

Indicators	# of targeted households (disaggregated by sex) in host communities with cooking set and LPG provision for 6 months Baseline: 0 Target: 22,300	# of targeted individuals, (disaggregated by sex) trained in livelihood activities and receiving start up support Baseline: 0 Target: 22,300 (40% female)	# of agriculturalists supported in climate-sensitive agricultural practices and high-demand and nutrient crops production, marketing and management Baseline: 0 Target: 480 (40% female)	# of agriculturalists supported with inputs (seeds, plantings, irrigation and production technology) Baseline: 0 Target: 600	# of Cash for Work days supporting land/forest rehabilitation activities Baseline: 0 Target: 26,400 Cash for Work days over 4 months
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ULTIMATE OUTCOME							
EXPECTED RESULTS	INDICATORS	BASELINE DATA	TARGETS	DATA SOURCES	DATA COLLECTION METHOD	FRQUENCY	RESPONSIBILITY
Contribute to the overall food and nutrition security, empowerment and resilience of 22,300 households in host communities in the area of Cox's Bazar	% of targeted households who adopt one or more negative food-related coping strategies	Baseline: 70% (WFP REVA study, Dec 2017)	Target: 50%	Beneficiaries	Final Evaluation report	Once (at the end of the project)	Joint Agency (WFP/IOM/FAO)
INTERMEDIATE OUTCOMES							
EXPECTED RESULTS	INDICATORS	BASELINE DATA	TARGETS	DATA SOURCES	DATA COLLECTION METHOD	FRQUENCY	RESPONSIBILITY
IO1. Targeted households, especially women headed households in host communities, have monthly decreased expenditures related to firewood purchase	% of targeted households who report decreased monthly expenditures linked to firewood purchase	0	80%	- Beneficiaries - Participating agencies	Final Evaluation report	Once (at the end of the project)	Joint Agency (WFP/IOM)

IO2. Vulnerable households in host communities, especially women and girls, are more resilient through increased income	% of targeted household who report increase in income after participation in the project Baseline: 0 Target: 60% (Final evaluation report)	0	60%	- Beneficiaries - Partner organizations	Final evaluation report	Once (at the end of the project)	Joint Agency (WFP/IOM)
IO3. Negative environmental impacts are mitigated through land/forest rehabilitation	# of hectares of forestry land protected or rehabilitated	0	2,000 hectares	- GIS data - Beneficiaries - Partner organizations/Sect or	GIS survey of project implementation sites	Monthly	Joint Agency (WFP/IOM/FAO)
IMMEDIATE OUTCOMES							
EXPECTED RESULTS	INDICATORS	BASELINE DATA	TARGETS	DATA SOURCES	DATA COLLECTION METHOD	FRQUENCY	RESPONSIBILITY
O1.1 Households in host communities, especially female headed and vulnerable households, reduce their use of firewood as cooking fuel	% of households supported with cooking set and LPG provision who confirm reducing their use of firewood as cooking fuel	0	90%	- Beneficiaries - Partner organizations/Sect or	Final evaluation report	Once (at the end of the project)	Joint Agency (WFP/IOM/FAO)
O2.1 Individuals supported through the project, including women and girls, develop a livelihood activity	% of target individuals (disaggregated by sex), who have a running livelihood activity at the end of the project	0	70%	- Beneficiaries - Partner organizations/Sect or	Final evaluation report	Once (at the end of the project)	Joint Agency (WFP/IOM/FAO)
O3.1 Land stabilization,	# of sites	0	100	- BD forestry	- Geo-mapping of	Monthly or	Joint Agency

restoration and erosion control measures conducted taking into account impacts on, and opportunities for, women and girls	replanted			department - Partner organizations	affected/rehabilitated areas - Planting records and survival reporting - BD Forestry Department monitoring - Engineering team reports and bio/landscape plans	Quarterly	(WFP/IOM/FAO)
OUTPUTS							
EXPECTED RESULTS	INDICATORS	BASELINE DATA	TARGETS	DATA SOURCES	DATA COLLECTION METHOD	FREQUENCY	RESPONSIBILITY
1.1.1 Households in host communities, especially female headed and vulnerable households, have improved access to alternative cooking fuels and facilities	# of targeted households (disaggregated by sex) in host communities with cooking set and LPG provision for 6 months	0	22,300 (40% female)	- Beneficiaries - Partner organizations - Private sector	- Distribution monitoring reports	Monthly or Quarterly	Joint Agency (WFP/IOM/FAO) Private Sector (distributors of LPG)
2.1.1 Vulnerable households in host communities are provided with training and means for livelihood activities	# of targeted individuals, (disaggregated by sex) trained in livelihood activities and receiving start up support	0	22,300 (40% female)	- Beneficiaries - Partner organizations	- Training reports & attendance sheets - Distribution monitoring reports	Monthly	Joint Agency (WFP/IOM/FAO)
2.1.2 Local agriculturalists, especially women, have access to innovative climate-sensitive agricultural practices and high-demand and	# of agriculturalists supported in climate-sensitive agricultural practices and	0	480 (40% female)	- Beneficiaries - Partner organizations - Community/ Women's Groups	- Training reports & attendance sheets	Monthly	Joint Agency (WFP/IOM/FAO)

nutrient crops	high-demand and nutrient crops production, marketing and management						
2.1.3 Local agriculturalists have access to inputs (seeds, plantings, irrigation and production technology) to develop high demand crops	# of agriculturalists supported with inputs (seeds, plantings, irrigation and production technology)	0	600	- Beneficiaries - Partner organizations	- Distribution monitoring reports	Monthly	Joint Agency (WFP/IOM/FAO)
3.1.1 Cash for Work programme support land/forest rehabilitation activities	# of Cash for Work days supporting land/forest rehabilitation activities	0	26,400 Cash for Work days	- Beneficiaries - Partner organizations	- Cash for Work payment records	Weekly or Monthly	Joint Agency (WFP/IOM/FAO)

2. Work Plan

Outcome/Output	Time Frame											
	2018			2019				2020				2021
Activity	T 2	T 3	T 4	T 1	T 2	T 3	T 4	T 1	T 2	T 3	T 4	T 1 2
IO1. Targeted households, especially women headed households in host communities, have monthly decreased expenditures related to firewood purchase												
O1.1: Households in host communities, especially female headed and vulnerable households, reduce their use of firewood as cooking fuel												
Distribution of LPG stoves kits and alternative fuel in targeted areas.												
Distribution of monthly refill LPG to targeted population.												
Managing of alternative fuel inclusion in WFPs E-voucher System.												
Community fire safety and awareness training and outreach, promotion of zone fire preparedness teams.												
Training on LPG best practices regarding cooking methods including good nutritional practices and safety among host community and refugee populations.												
IO2. Vulnerable households in host communities, especially women and girls, are more resilient through increased income												
O2.1 Individuals supported through the project, including women and girls, develop a livelihood activity												
Livelihood training support for women and other vulnerable groups including asset creation												
Empowerment and skill development training for refugee beneficiaries.												
24 Farmer Field School (FFS) undertaken in targeted host communities for production of high-demand and nutritious crops.												

HH level post-harvest food utilization and processing skills - nutrition sensitive.													
Distribution of post-harvest/food storage drums; to include community level orientations on safe food storage.													
Provision of inputs specific to needs of individual agricultural communities (seed, plantings and irrigation technology, etc).													
Training and promotion of sustainable fishing technologies.													
Establishment of E-voucher wallet for market linkages for farmer groups.													
IO3. Negative environmental impacts are mitigated through land/forest rehabilitation													
O3.1 L Land stabilization, restoration and erosion control measures conducted taking into account impacts on, and opportunities for, women and girls													
Land stabilization and erosion control measures are implemented in high priority areas (threat to water sources and agricultural lands) through Cash-for-Work.													
Agro-forestry and collaborative forest management farming systems established. Planting of fast growing wood fuel plants/tree nurseries, seedling production. Cash-for-Work.													

ESTIMATED BUDGET – ENVIRONMENTAL REHABILITATION IN COX’S BAZAR

Budget Estimate by Result	Activity Detail	Unit	no.units	%	cost/unit USD	cost/unit CAD May rate = 1.287	USD	CAD	Agency	IOM	WFP	FAO	UNDP
Outcome 1: Targeted households, especially women headed households in host communities, have monthly decreased expenditures related to firewood purchase													
Impact Assessment	Conduct an environmental and social impact assessment	Unit	1	100%	42,000.00	54,054	42,000.00	54,054.00	IOM	54,054.00			
Distribution of LPG stoves kits and alternative fuels in targeted areas	Stove kits - burner, hoses, regulator and cylinders with initial gas for host communities (including usage training)	Kit	22,300	100%	43	55	958,900.00	1,234,104.30	IOM	1,234,104.30			
Distribution of monthly refill LPG	Procurement and distribution of alternative fuel (LPG for refugees in HCs and HCs) for 22,300 HHs for 6 Months	12 kg Cylinder\$	133,800	100%	15	19	2,007,000.00	2,583,009.00	IOM	2,583,009.00			
Community fire safety and awareness training and outreach, promotion of zone fire preparedness teams	Awareness raising and outreach materials (Radio announcement production, leaflets, posters)	Package	7	100%	5,000	6,435	35,000.00	45,045.00	IOM	45,045.00			
	Community fire prevention teams establishment - allowances for zone warden members -	Package	7	100%	7,000	9,009	49,000.00	63,063.00	IOM	63,063.00			
	Fire prevention and management kits - Extinguishers, sand buckets,	Package	7	100%	1,000	1,287	7,000.00	9,009.00	IOM	9,009.00			
	Fire Service and Civil Defense (FSCD) Trainings LPG safe use and management provided at 7 sites (initial training and yearly refresher)	Community teams	7	100%	9,000	11,583	63,000.00	81,081.00	IOM	81,081.00			
Outcome 1 Subtotal							3,161,900.00	4,069,365.30		4,069,365.30	-	-	-
Outcome 2: Vulnerable households in host communities, especially women and girls, are more resilient through increased income													

Livelihood training support for targeted beneficiaries, including asset creation	Assessment of training need and interest; development of training modules	Contract	2	100%	25,000	32,175	50,000.00	64,350.00	WFP/IOM	32,175.00	32,175.00		
	Trainers contract for HC/refugee in HC trainings	Contract	4	100%	60,000	77,220	240,000.00	308,880.00	WFP/IOM	154,440.00	154,440.00		
	Training for HC/refugees in HCs	Household	11,000	100%	150	193	1,650,000.00	2,123,550.00	WFP/IOM	1,061,775.00	1,061,775.00		
	Start up support for targeted beneficiaries	Household	11,000	100%	240	309	2,640,000.00	3,397,680.00	WFP/IOM	1,698,840.00	1,698,840.00		
Farmer Field School (FFS) undertaken in each of 24 targeted host communities for the production of high-demand and nutritious crops	FFS training (full season)	Host community groups	24	100%	5,500	7,079	132,000.00	169,884	FAO			169,884.00	
HH level post-harvest food utilization and processing skills - nutrition sensitive	Training in post-harvest utilization and food processing skills	Group	24	100%	1,500	1,931	36,000.00	46,332	FAO			46,332.00	
Distribution of post harvest/food storage drums; to include community level orientations on safe food storage	Procurement of food storage drums; waterproof, 60 liter	Each	11,000	100%	20	26	220,000.00	283,140	FAO			283,140.00	
	BCC messaging for food safety	Site	10	100%	500	644	5,000.00	6,435	FAO			6,435.00	
Provision of inputs specific to needs of individual agricultural communities (seed, plantings, irrigation technology, SALT, etc)	Community agriculturalist supported with technical planning and production system inputs	Host community groups	30	100%	9,500	12,227	285,000.00	366,795	FAO			366,795.00	
Training and promotion of sustainable fishing technologies	Distribution of government standard equipment	Host community groups - fishing	5	100%	20,000	25,740	100,000.00	128,700	FAO			128,700.00	
	Sustainable catch promotion and training	Host community groups - fishing	5	100%	5,000	6,435	25,000.00	32,175	FAO			32,175.00	
	Safety-at-Sea training	Host community groups - fishing	5	100%	5,000	6,435	25,000.00	32,175	FAO			32,175.00	
Establishment of E-voucher wallet for market linkages for farmer groups	Wallet included in existing e-voucher systems (value or commodity), farm-to-market approach	Retailer establishment and support	2	100%	50,000	64,350	100,000.00	128,700	FAO			128,700.00	
Outcome 2 Subtotal							5,508,000.00	7,088,796.00		2,947,230.00	2,947,230.00	1,194,336.00	-

Outcome 3: Negative environmental impact is mitigated through land/forest rehabilitation.													
Land stabilization and erosion control measures are implemented in high priority areas (threat to water sources and agricultural lands through cash-for-work	Purchase of landscaping tools/equipment	Set	200	100%	5,300	6,821	1,060,000.00	1,364,220.00	FAO				1,364,220.00
	Planting materials	Site specific	100	100%	10,000	12,870	1,000,000.00	1,287,000.00	FAO				1,287,000.00
	CFW payments planting and maintenance: (15 groups with 15 pp per group, working for 22 days/month for 4 months works, with salary of 5\$/day) = 19,800 workday	Work days	19,800	100%	5	6	99,000.00	127,413.00	WFP		127,413.00		
Agro-forestry and collaborative forest management farming systems established. Planting of fast growing wood fuel plants/tree nurseries, seedling production through cash-for-work	Site survey, community PRA and joint reviews	Site	100	100%	1,200	1,544	120,000.00	154,440.00	FAO				154,440.00
	CFW payments planting and maintenance: (15 groups with 15 pp per group, working for 22 days/month for 4 months works, with salary of 5\$/day) = 19,800 workday	Work days	19,800	100%	5	6	99,000.00	127,413.00	IOM	127,413.00			
	Social cohesion initiatives	Initiative	30	100%	3,530	4,543	105,900.00	136,293.30	IOM	136,293.30			
Outcome 3 Subtotal							2,483,900.00	3,196,779.30		263,706.30	127,413.00	2,805,660.00	-
TOTAL Direct Operational Costs							11,153,800.00	14,354,940.60		7,280,301.60	3,074,643.00	3,999,996.00	-
Project Support Costs													
Personnel													
International Staff													
Project Management IOM	Contract	1	36	75%	16,150	20,785	436,050.00	561,196	IOM	561,196			
Project Management WFP	Contract	1	36	50%	12,000	15,444	216,000.00	277,992	WFP		277,992		
Project Management FAO	Contract	1	36	50%	12,000	15,444	216,000.00	277,992	FAO			277,992	
National Staff						-		-					
M&E /Reporting - National	IOM	1	36	48%	3,900	5,019	67,500.00	86,873	IOM	86,873			
Nutritionist FAO	1 for FAO	1	36	100%	2,083	2,681	75,000.00	96,525	FAO			96,525	
Agronomist - FAO	Monthly	1	36	100%	2,083	2,681	75,000.00	96,525	FAO			96,525	
Forestry Specialist- FAO	Monthly	1	36	100%	2,083	2,681	75,000.00	96,525	FAO			96,525	

Finance Admin	1 per agency	3	36	100%	2,083	2,681	225,000.00	289,575	IOM/WFP/ FAO	96,525	96,525	96,525
Logistics/Operations	1 per agency	3	36	50%	2,083	2,681	112,500.00	144,788	IOM/WFP/ FAO	48,263	48,263	48,263
Community Mobilizer/Volunteer Management	Contract	5	36	100%	1,500	1,931	270,000.00	347,490	IOM/WFP/ FAO	208,494	69,498	69,498
National Project Officer (IOM)	Contract	1	36	50%	3,900	5,019	70,200.00	90,347	IOM	90,347		
National Project Officer (WFP)	Contract	1	36	65%	3,000	3,861	70,200.00	90,347	WFP		90,347	
Programme field support staff (IOM/WFP)	Contract	8	36	65%	2,500	3,218	468,000.00	602,316	IOM/WFP	451,737	150,579	
Volunteers (IOM LPG)	Contract	6	36	100%	300	386	64,800.00	83,398	IOM	83,398		
SCOPE Field Supervisor Staff (WFP)	Contract	3	12	100%	2,300	2,960	82,800.00	106,564	WFP		106,564	
SCOPE Field Support Staff (WFP)	Contract	4	12	100%	1,500	1,931	72,000.00	92,664	WFP		92,664	
Office Costs												
Office Space	Monthly	3	36	50%	3,784	4,870	204,318.00	262,957	IOM/WFP/ FAO	87,652	87,652	87,652
International Travel	Monthly	3	36	50%	417	536	22,500.00	28,958	IOM/WFP/ FAO	9,653	9,653	9,653
Local Travel	Monthly	3	36	50%	700	901	37,800.00	48,649	IOM/WFP/ FAO	16,216	16,216	16,216
Facilities - running costs	Monthly	3	36	50%	600	772	32,400.00	41,699	IOM/WFP/ FAO	13,900	13,900	13,900
Vehicles	Per agency	1	3	50%	97,788	125,853	146,682.18	188,780	IOM/WFP/ FAO	62,927	62,927	62,927
Fuel and Maintenance	Per agency/month	3	36	50%	1,600	2,059	86,400.00	111,197	IOM/WFP/ FAO	37,066	37,066	37,066
Technical Support Services	FAO	1	1	100%	5,000	6,435	5,000.00	6,435	FAO			6,435
Communications and Advocacy	Per agency	1	3	100%	10,000	12,870	30,000.00	38,610	IOM/WFP/ FAO	12,870	12,870	12,870
Monitoring Reporting	Per agency	3	1	100%	5,500	7,079	16,500.00	21,236	IOM/WFP/ FAO	7,079	7,079	7,079
Evaluation (Midterm & End)	Joint Evaluation lead by IOM for all partners	1	1	100%	lumpsum	lumpsum	46,695.04	60,097	IOM	60,097		
Support Costs Subtotal							3,224,345	4,149,732		1,934,290	1,179,793	1,035,649

Estimated Project Total							14,378,145	18,504,673		9,214,592	4,254,436	5,035,645	
Overhead							1,006,470	1,295,327		645,021	297,811	352,495	
Admisnitrative Agency Cost UNDP		1	1	1%	15,540,016	20,000,000	155,400.16	200,000	UNDP				200,000 .00
Total Project Costs							15,540,016	20,000,000		9,859,613	4,552,246	5,388,140	200,000

ANNEX B

SCHEDULE OF PAYMENTS

Schedule of Payments:

Amount: CDN\$20,000,000

1. Upon signature of this Standard Administrative Arrangement DFATD will make a payment of ten million Canadian dollars (CDN\$10,000,000) for the Donor's fiscal year 2018/2019;
2. A second instalment payment of eight million Canadian dollars (CDN\$8,000,000) for the Donor's fiscal year 2019/2020;
3. A third instalment payment of two million Canadian dollars (CDN\$2,000,000) for the Donor's fiscal year 2020/2021;

Any changes to the instalment schedule above will be recorded in writing between the Donor and the Administrative Agent.

Any payment to be made under this Arrangement is subject to there being an appropriation by the Parliament of Canada for the fiscal year in which the payment is to be made. If Canada's appropriation is change be the Parliament of Canada, Canada may reduce the Contribution, or terminate this Arrangement.

ANNEX C

MEMORANDUM OF UNDERSTANDING