

<b>Requesting Organization :</b>	Asia Community Development Organization		
<b>Allocation Type :</b>	2022 3rd Reserve Allocation		
<b>Primary Cluster</b>	<b>Sub Cluster</b>	<b>Percentage</b>	
FOOD SECURITY AND AGRICULTURE		100.00	
		<b>100</b>	
<b>Project Title :</b>	Emergency cash-based support to food insecure IPC 3 and 4 households in Darwaz-e-Balla, Darwaz-e-Payin, Eshkashem, Khwahan and Kofab districts in Badakhshan province		
<b>Allocation Type Category :</b>			
<b>OPS Details</b>			
<b>Project Code :</b>		<b>Fund Project Code :</b>	AFG-22/3481/RA3/FSAC/NGO/24097
<b>Cluster :</b>		<b>Project Budget in US\$ :</b>	682,725.57
<b>Planned project duration :</b>	8 Months	<b>Priority:</b>	
<b>Planned Start Date :</b>	01/01/2023	<b>Planned End Date :</b>	31/08/2023
<b>Actual Start Date:</b>	23/01/2023	<b>Actual End Date:</b>	22/09/2023
<b>Project Summary :</b>	<p>High acute food insecurity persists across Afghanistan, as a combination of a collapsing economy and drought is depriving nearly 18.9 million Afghans of food, classified in Crisis or Emergency (IPC Phases 3 or 4), between June and November 2022 including 770,655 (55%) people in category IPC 3 and 4 in Badakhshan province therefore it is considered a top priority for Food Security and Agriculture Cluster (FSAC) as well as for the Afghanistan Humanitarian Fund (AHF) under 2022 third reserve allocation. Affected people are using negative coping mechanisms such as reduction in expenditures on most needed basic foods and using debts to pay for food to cope with the situation and to feed their children among other family members. ACDO proposes this eight months' project which will cover six months of beneficiary's food consumption gaps and two months for the community mobilization and sensitization, and post distribution monitoring and final evaluation report.</p> <p>Per Food Security and Agriculture Cluster (FSAC) guidelines and AHF third reserve allocation priorities, and in line with the latest approved Minimum Expenditure Basket (MEB), each household will receive cash assistance of US dollars 432/- (144*3=432 US dollars), corresponding to 75% of the food basket, in three (3) installments via a contracted hawala dealer who will distribute the money to the beneficiary in each targeted district in presence of ACDO staff, and local stakeholders. Beneficiary will receive equivalent afghani per prevailing currency exchange rate in each distribution/installment.</p> <p>The total value for the food basket is 96 US dollars per month per household, however, as per Food Security and Agriculture Cluster (FSAC) guidelines, beneficiaries will receive 75% of the said amount which is 72 US dollars per month per household, but considering the remoteness of the districts and communities and harsh weather conditions, two tranches of assistance i.e., 144 US dollars (72*2=144) will be distributed for three times (each in two months) to 7,890 vulnerable individuals (1,127 households) in Darwaz-e-Balla, Darwaz-e-Payin, Eshkashem, Khwahan and Kofab districts of Badakhshan province.</p> <p>Hawala dealer will transfer the money from Kabul to each district with all responsibilities including theft, loss, or damage to the money until it is distributed to the beneficiary. Remoteness of districts and communities, non-availability of other financial mechanisms such as functional banks, western union/money gram or electronic fund transfer (EFT) in these districts – using hawala is the only safe and secure method of transferring assistance to the beneficiary.</p> <p>In terms of market functionality, ACDO will use the data collected by REACH's Joint Market Monitoring Initiative (JMMI) before and after each distribution to receive the most updated indication on markets functionality and prices and to assure the possibility of cash assistance in target districts. Besides all data from JMMI, if there is still need for further assessment of markets, ACDO with qualified staff and tools and technical expertise will carry out survey on markets functionality, availability of commodities and status of prices when and where needed.</p> <p>Though it was a priority for ACDO to deliver in-kind assistance to the beneficiary, but after careful assessment of the situation including remoteness of the districts from provincial center and/or any other nearby local markets, non-availability of enough food commodities in local/districts markets, and higher cost of transporting food commodities from provincial center to districts and communities, it was decided that beneficiary should be assisted with cash assistance to pay for their food. ACDO will raise awareness among target households on the importance of food security and will try to encourage them to use the cash for the intended purchase of food to improve households' food consumption score and avoid malnutrition among children.</p>		
<b>Direct beneficiaries :</b>			

Men	Women	Boys	Girls	Total
1,350	1,350	2,480	2,710	7,890

#### Other Beneficiaries :

Beneficiary name	Men	Women	Boys	Girls	Total
Host Communities	1,350	1,350	2,480	2,710	7,890

#### Indirect Beneficiaries :

Indirect beneficiary can be the business community, transporters, contractors, and all those who are indirectly involved and somehow take benefits of this project.

#### Catchment Population:

#### Link with allocation strategy :

This intervention is in line with the AHF 2022 third reserve allocation strategy in terms of population groups, target geographic locations, recommended activities, total budget ceiling and the size of cash or in-kind assistance per household. The proposed intervention is in line with the HRP 2022 responding to its SO1: Timely, multisectoral, life-saving, equitable and safe assistance is provided to crisis-affected people of all genders and diversities to reduce mortality and morbidity. The project also contributes to cluster objective 1.2: "Shock-affected (IDP, returnee, refugee, natural disaster, and people under IPC3 and 4) women, men and children of all ages have a minimum food consumption score above 42.5."

ACDO through this project will deliver cash assistance to 7,890 vulnerable individuals (1,127 households) in IPC Phases 3 and 4 in remote and hard to reach (HTR) areas in Darwaz-e-Balla, Darwaz-e-Payin, Eshkashem, Khwahan and Kofab districts of Badakhshan province.

#### Sub-Grants to Implementing Partners :

Partner Name	Partner Type	Budget in US\$

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

Other Funding Source	Other Funding Amount

#### Organization focal point :

Name	Title	Email	Phone
Barakatullah Rasooli	Executive Director	b.rasooli@acdo-af.org	0093744112113
Hasibullah Ibrahimkhil	Finance Manager	finance@acdo-af.org	0093730906667
Abdul Basir Tarakhail	Program Coordinator	a.tarakhail@acdo-af.org	0093787304444

#### BACKGROUND

##### 1. Humanitarian context analysis

##### 2. Needs assessment

ACDO has not conducted any specific and purpose-related needs assessment for this project. However, the Integrated Food Security Phase Classification (IPC) report, Mid-year whole of Afghanistan assessment (WoAA), WFP's Situation Reports, ICCT Winter Prioritization 2022, and current HRP clearly determine the need for providing emergency food security assistance to nearly 24 million people in need of such assistance.

Mid-year 2022 Whole of Afghanistan Assessment (WoAA) reported that out of 94% of key informants (KIs) interviewed at least 89% households (HHs) have taken on debts to pay for food despite applying coping strategies such as reducing expenditures. The amount of debt has relatively increased from AFN. 52,342 in 2021 to 58,159 in 2022 during the past 6 months. It also states that almost 44% of the households have poor Food Consumption Score (FCS), 48% of the households are in borderline while only 8% of the households have acceptable Food Consumption Score (FCS). The study further identified that in 2022 the emergency Livelihood Coping Strategy (LCS) was 27% in rural settings while it was 19% in urban settings and the reduced Coping Strategy Index (rCSI) was 56% high in rural settings while it was 65% in urban settings and only 12% of the households didn't apply negative coping strategies.

Findings indicate that food insecurity is spread throughout the country with a slightly higher concentration in the northwestern provinces of Afghanistan. Overall, 41% of households had a "poor" Food Consumption Score (FCS). About 25% of the households also relied on "emergency" livelihood coping strategies (LCS).<sup>2</sup> While a higher proportion of urban households were classified as having moderate hunger - with rural ones potentially supported by seasonal harvest-, a higher share of rural households reported using emergency coping strategies, highlighting different vulnerability profiles among the two population groups. Overall, female-headed households were found to be more food insecure compared to male-headed households with higher proportions having a poor FCS of 48% vs 39% (female to male) and moderate hunger of 43% vs 33% urban to rural. Financial barriers (high costs of food and non-food items) emerged as primary barrier to markets for all population groups, while rural households additionally faced physical barriers (far distance or difficulties reaching markets).

The latest IPC findings and projections (released in May 2022), states that 18.9 million people – nearly 45% of the population – in Afghanistan will be facing emergency (IPC Phase 4) or crisis levels (Phase 3) of food insecurity from June to November 2022.

Afghanistan is facing severe humanitarian crisis mostly after August 2021 as collapsing economy, unemployment due to the change of regime, current drought causing lack of water for irrigation, food insecurity multiplied by higher prices and decrease in people's ability to pay for food have severely affected the lives of 18.9 million people in Crisis and Emergency categories (IPC Phase 3 and IPC Phase 4) between June and November 2022 including 770,655 people in category IPC Phases 3 and 4 in Badakhshan province which makes 55% out of the total population in IPC Phases Classification.

The ICCT Winter Prioritization for 2022 estimates significant shortage of wheat in the country. In addition, food availability and increasing its prices, livestock diseases, and limitation on access to remote areas may negatively be impacted by floods that are likely to occur in the North of the country between October and December 2022.

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

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

The historical long protracted crisis and conflict, prevailing drought, and the recent collapse of the government in August 2021 have severely affected the livelihood of the people in Afghanistan. Between June and November 2022, more than 18.9 million people are in IPC's Crisis and Emergency categories (Phase 3 and Phase 4) including 770,655 people in both categories (55% of all IPC phases) in Badakhshan province are food insecure and should be assisted with food packages which will help them to prevent children's malnutrition.

To address these challenges and gaps, ACDO is proposing this eight-month intervention to respond to the immediate food needs of at least 7,890 individuals (1,127 households) including women and girls via distribution of cash assistance for six months in three installments in 1) Darwaz-e-Balla, 2) Darwaz-e-Payin, 3) Eshkashem, 4) Khwahan and 5) Kofab districts of Badakhshan province. Considering the remoteness of districts from provincial center and/or any other nearby local markets, non-availability of enough food commodities in local/districts markets, and higher cost of transporting food commodities from provincial center to districts and communities – the beneficiary should be assisted with cash assistance to pay for their food instead of in-kind assistance. Also, considering the remoteness of the districts and communities and harsh weather conditions, two tranches of assistance i.e., 144 US dollars (72\*2=144) will be distributed for three times to 7,890 vulnerable individuals (1,127 households). Since the districts and communities are remote, thus financial mechanisms including banks, and electronic fund transfer (EFT) are not available in target districts, therefore Hawala dealer will transfer the money to the target districts.

Furthermore, ACDO has extensive experience working in Badakhshan province with current staffing capacity to reach out to the target areas. Our physical presence in the proposed province and substantial knowledge and sound experience of delivering humanitarian assistance will help us to provide stronger and on-time response to the needy population including women, girls, and children of all ages.

Therefore, to respond to these needs, ACDO in active coordination with FSAC and in line with the 2022 third reserve allocation priorities, and Cash and Voucher Working Group (CWVG) strategies will provide unconditional cash assistance for basic food baskets as per the approved Minimum Expenditures Basket (MEB) to 7,890 vulnerable individuals (1,127 households) for six (6) months in Darwaz-e-Balla, Darwaz-e-Payin, Eshkashem, Khwahan and Kofab districts of Badakhshan province. Each household will therefore receive the equivalent afghani of 432 US dollar (corresponding to 75% of the food basket) in six (6) months via three (3) instalments.

### **5. Complementarity**

## **LOGICAL FRAMEWORK**

### **Overall project objective**

**Providing emergency cash assistance for food to 7,890 vulnerable and food insecure individuals (1,127 Households) in IPC Phase 3 and 4 in Darwaz-e-Balla, Darwaz-e-Payin, Eshkashem, Khwahan and Kofab districts of Badakhshan province to ensure the need for food is met and food security is improved.**

## **FOOD SECURITY AND AGRICULTURE**

<b>Cluster objectives</b>	<b>Strategic Response Plan (SRP) objectives</b>	<b>Percentage of activities</b>
2022 HRP FSAC Outcome 1.2: Necessary food assistance is provided to affected households in a timely manner	SO1: Timely, multi-sectoral, life-saving, equitable and safe assistance is provided to crisis-affected people of all genders and diversities to reduce mortality and morbidity.	100

**Contribution to Cluster/Sector Objectives :** This intervention will contribute to the FSAC objective by providing timely life-saving cash assistance for six (6) months to the vulnerable 7,890 individuals including women, girls, and children of all ages in IPC Phases 3 and 4 in five districts of Badakhshan province. The major focus will be on activities of providing emergency cash assistance for life-saving food assistance to IPC Phase 3 and 4 vulnerable people.

### **Outcome 1**

Shock affected i.e., conflict IDP, returnee, refugee, natural disaster, and targeted IPC 3 and 4 women, men and children of all ages have a minimum household food consumption score above 42.5.

### **Output 1.1**

#### **Description**

Necessary food assistance is provided to affected households in a timely manner. More specifically, 7,890 individuals including women, girls and children of all ages (1,127 households) will receive timely emergency cash assistance for food baskets as per FSAC, and MEB/CWVG guidelines, for six (6) consecutive months in three (3) installments/distributions. Community elders and local stakeholders will be involved in selection of distribution site which should be safe in terms of security and applying COVID19 precautionary measures, and accessible to all including people with disabilities (PwDs). Recipients will be informed at least 24 – 48 hours before the distribution via phone calls. To make sure the intended recipients receive the assistance/support, beside their identity will be confirmed via national identity card, yet head of village shura or community elder will verify their identity.

#### Assumptions & Risks

##### Assumptions:

- Relevant authorities including de facto Authorities (DfA) on central and provincial levels, beneficiary and stakeholders continue to support the intervention and do not pose any challenge to the project.
- Qualified staff including women community workers are available and agreed to be recruited.
- The local food market is stable and can provide food commodities with no major hikes in the prices.
- Banks are functional, money service providers (MSPs) including hawala dealer and electronic fund transfer (EFT) can operate and cash liquidity restrictions are no more available.
- The security situation stays stable enough to let the staff members do their work in suitable manner.
- Winter is not very harsh, and snow will not halt the assistance delivery.

##### Risks:

- Risk one: Difficult seasonal condition multiplied by remote of areas and blockage of roads to the districts will restrict access to target areas. ACDO will work with community and beneficiaries to make sure the assistance is delivered in time when the roads are clean and free, and assistance will be delivered before winter and soon after the roads are open if they gets blocked by snow.
- Risk two: Instable security situation may jeopardize or restrict access to the fields and especially the safety of the staff and beneficiary. ACDO security department will closely monitor situation and get reliable information from different sources including own staff and community members to better inform and decide on the delivery of assistance.
- Risk three: Beneficiary and household use cash for food instead of other purposes. ACDO will raise awareness among target households on the importance of food security and will try to encourage them to use the cash assistance towards intended purchase of food to improve households' food consumption score and avoid malnutrition among children. We'll also carry out spot checks with the beneficiary to make sure the cash assistance is used for food purposes only.
- Risk four: Non-availability or transferring of money (cash assistance) to target locations due to security and many other reasons. ACDO will hire a money dealer to distribute the assistance to beneficiary in a free and fair way in presence of ACDO and other stakeholders. Fraud, theft, or corruption may be some other associated risks and to avoid this, ACDO will hire a money dealer to transfer the money to the target areas and to distribute it to the beneficiary which will prevent the loss and/or theft of cash/money. If still it happens, the money dealer will be responsible for the loss and/or theft. Internally in the Organization, ACDO has applied strict rules and regulations to avoid any forms of fraud, corruption and/or any other means of threats.

#### Indicators

Code	Cluster	Indicator	End cycle beneficiaries				End cycle
			Men	Women	Boys	Girls	Target
Indicator 1.1.1	FOOD SECURITY AND AGRICULTURE	# of affected people receiving cash transfers for food	1,350	1,350	2,480	2,710	7,890
<b>Means of Verification</b> : list of distribution/sign-in sheets, post distribution monitoring, M&E reports, end-line assessment report							
Indicator 1.1.2	FOOD SECURITY AND AGRICULTURE	% of households with acceptable food consumption					50
<b>Means of Verification</b> : post distribution monitoring, M&E reports, end-line assessment report							
Indicator 1.1.3	FOOD SECURITY AND AGRICULTURE	% of affected people reporting satisfaction with cash as a form of food assistance					90
<b>Means of Verification</b> : post distribution monitoring, M&E reports, end-line assessment report							
Indicator 1.1.4	FOOD SECURITY AND AGRICULTURE	% of households that used cash transfers for food					60
<b>Means of Verification</b> : post distribution monitoring, M&E reports, end-line assessment report							
Indicator 1.1.5	FOOD SECURITY AND AGRICULTURE	% of affected people who state that the assistance, services and/or protection provided correspond to their needs					80
<b>Means of Verification</b> : post distribution monitoring, M&E reports, end-line assessment report							
Indicator 1.1.6	FOOD SECURITY AND AGRICULTURE	% of complaints received and responded to in a timely manner					100
<b>Means of Verification</b> : GRM logbook/register							
Indicator 1.1.7	FOOD SECURITY AND AGRICULTURE	% of affected people who state that they were able to access humanitarian assistance and services in a safe, respectful, and participatory manner					90
<b>Means of Verification</b> : Post distribution monitoring, M&E reports, end-line assessment report							

#### Activities

##### Activity 1.1.1

Standard Activity : Customized Activity

## Recruitment of project staff/personnel and orienting them on the intervention

ACDO will recruit and hire local staff to successfully implement the project in the field. As per ACDO's policy, we will hire local professionals which will help in community sensitization, mobilization, and overall implementation on the community level. As a priority in our recruitment - gender balance, pending on the current context and local traditions, will be highly considered to ensure both male and female properly benefit the project.

Soon after the staff is onboarded, they will receive orientation on all aspects of the project including objectives, outcomes, outputs, indicators, activities, beneficiaries, target locations, duration, community mobilization, monitoring, post distribution monitoring (PDM), and Organization's internal policies and procedures including protection of sexual exploitation and abuse (PSEA) and employee's code of conduct (CoC) among many others.

### Activity 1.1.2

#### Standard Activity : Customized Activity

Community mobilization and selection of project beneficiaries

ACDO will work with the authorities on the central level to get required paperwork such as MoUs and then the same process will be cascaded to the provincial and districts levels to inform them on the project and receive their approvals. ACDO, then will launch community mobilization and sensitization campaign in five target districts i.e., Darwaz-e-Balla, Darwaz-e-Payin, Eshkashem, Khwahan and Kofab districts in Badakhshan province to raise their awareness on the project. This mobilization will be done through consultation meetings with community development councils (CDCs), elders and village shuras to inform them on the project locations, duration, beneficiaries' selection, entitlement, and all other necessary information to maintain a coordinated community approach and to ensure transparency and accountability towards communities/beneficiaries.

Beneficiaries in all five districts, while strictly applying data protection laws in collection, storing and sharing their data, will be selected in line with ANDMA, DORR and other FSAC partners in the field to avoid duplication and to ensure beneficiaries are selected based on their status of residence in the target area, have not received any cash assistance in the past months, have other vulnerabilities including food insecurity level, coping strategies, impact of natural and man-made disasters, ratio of dependent household members, having women or child as a head of household, having persons with disability, amount of debt, and households relying on begging to survive.

Following the data collection by ACDO's program team and analysis by the MEAL team, the selected beneficiaries will receive 75% of cash assistance (72 US dollars) of the total assistance indicated in prevailing Minimum Expenditure Basket (MEB) that is 96 US dollars per household per month for six consecutive months.

ACDO through a two-way communication in all five districts of Badakhshan province will sensitize project beneficiaries on the importance of applying COVID19 precautionary measures including receiving vaccines, doing treatment, improving behavior change, and disseminating relevant approved messages and information to ensure transmission of COVID19 is prevented. Beneficiaries will receive this information in each session including community mobilization, assistance distribution, activities monitoring and post distribution monitoring. Those who are identified to be vulnerable or at risk of contracting or transmitting COVID19 – Community Mobilizers will undertake required discussion to increase their awareness on receiving vaccines and carrying out treatment. ACDO, with support and assistance from RCCE SWG, will orient and educate its staff including Community Mobilizers on risk communication and community engagement to build their capacity and ensure RCCE initiatives are cross cutting and sustained within the operation and that the capacity development is cascaded down to the field and community level. To avoid crowd, community mobilization and assistance distribution sessions will be held in proper compounds which have enough space for the participants. We'll make sure hand sanitizers, face masks, and gloves are available and distributed.

To prevent any disputes and conflicts and respond to feedbacks on time, ACDO has a brilliant and functional Grievance Redressal Mechanism (GRM) which will be active during the project duration so beneficiaries will be able to record their feedback and complaints and ACDO will address the complaint within the pre-defined timeframe. Also, ACDO has a memorandum of understanding (MoU) with AWAAZ Afghanistan, and beneficiaries will be sensitized on how to report any complaint or feedback with AWAAZ Afghanistan.

### Activity 1.1.3

#### Standard Activity : Customized Activity

Selection of Hawala dealer:

ACDO will release request for quotation (RFQ) for selecting potential hawala dealers with sufficient capacity, cash liquidity and experience in delivering cash to beneficiaries in a project at least with a similar scope in Afghanistan. Looking at the data protection policy, ACDO will not share participants details with the hawala dealer, instead will verify identity of beneficiary through civil documents and head of village shura and then will referred beneficiary/household to the hawala dealer to collect their entitlement.

### Activity 1.1.4

#### Standard Activity : Conducting national level emergency food security assessments and supporting IPC analysis for informing decisions

Conducting markets monitoring

ACDO will use latest data from REACH's Joint Market Monitoring Initiative (JMMI) before and after each distribution to receive the most updated indication on markets and prices and to assure the possibility of cash assistance in target districts. Besides all data from JMMI, if there is still need for further monitoring or assessment of markets, ACDO with qualified staff and tools and technical expertise will carry out markets and prices monitoring when and where needed. We will look after the stability of prices and availability of food commodities. ACDO will use JMMI monitoring tool and will update and feed the results into JMMI monthly reports. To further foresee the availability and/or shortage of commodities in the markets, ACDO will use FSAC, FAO, and FEWS Net reports and dashboards. If anything needs to be changed in project implementation phase, it will be discussed and followed up through proper channel to accommodate the changes for better outputs.

### Activity 1.1.5

#### Standard Activity : Provision of life saving food assistance to IPC Phase 3 and 4 vulnerable people

## Provision of cash for food assistance for IPC Phase 3+ beneficiaries

Selected beneficiaries representing IPC Phase 3 and 4 population in Darwaz-e-Balla, Darwaz-e-Payin, Eshkashem, Khwahan and Kofab districts of Badakhshan province will receive cash assistance for basic food basket for six consecutive months in three installments as each installment will contain cash assistance for two months i.e., equivalent AFN of 144 US dollar ( $72 \times 2 = 144$  US dollars) per each distribution.

The cost of total food basket is 96 US dollars per household per month indicated in the current MEB, however as per FSAC and CWVG guidelines, households will receive 72 US dollars which are equivalent to 75% of the total food basket. Overall, 7,890 eligible individuals (1,127 households) will receive 432 US dollars ( $72 \times 6 = 432$  US dollars) throughout six months in three distributions/installments. To decrease the chances of theft and/or loss, ACDO will hire a money service provider (MSP) to distribute the unconditional and unrestricted cash to the selected participants in close coordination with the Asia Community Development Organization.

ACDO through a two-way communication in all five districts of Badakhshan province will sensitize project beneficiaries on the importance of applying COVID19 precautionary measures including receiving vaccines, doing treatment, improving behavior change, and disseminating relevant approved messages and information to ensure transmission of COVID19 is prevented. Beneficiaries will receive this information in each session including community mobilization, assistance distribution, activities monitoring and post distribution monitoring. Those who are identified to be vulnerable or at risk of contracting or transmitting COVID19 – Community Mobilizers will undertake required discussion to increase their awareness on receiving vaccines and carrying out treatment. ACDO, with support and assistance from RCCE SWG, will orient and educate its staff including Community Mobilizers on risk communication and community engagement to build their capacity and ensure RCCE initiatives are cross cutting and sustained within the operation and that the capacity development is cascaded down to the field and community level. To avoid crowd, community mobilization and assistance distribution sessions will be held in proper compounds which have enough space for the participants. We'll make sure hand sanitizers, face masks, and gloves are available and distributed.

### Activity 1.1.6

#### Standard Activity : Customized Activity

Activities monitoring and post distribution monitoring (PDM)

To ensure proper implementation of the project, assess the impact of the intervention, and to collect beneficiaries' feedback, ACDO will conduct not only regular on-site monitoring visits, but also post distribution monitoring with at least 10 per cent households after each distribution to understand the level of satisfaction each family expresses over the assistance and to make sure beneficiaries receive quality assistance in a timely manner.

MEAL Officers will conduct in-person interviews, surveys and focus group discussions in different time and stages with the beneficiaries to get their feedback on the level of satisfaction on the project interventions. In case any issues found, it will be shared with ACDO's MEAL departments on provincial and central level to find the best suitable solutions or alternatives to fix the problem and to avoid it for the future endeavors.

PDM findings will help us to assess the impact of the project on the livelihood and food efficiency of the assisted population and will direct our future assistance as well. This will help in monitoring and understanding the use of cash in humanitarian assistance on a broader scale in Afghanistan, and in identifying any gaps or needs that could not be addressed through the provision of cash.

ACDO will inform all participants of in-person meetings, gatherings, or distributions to strictly obey the COVID-19 precautionary measures in line with the Ministry of Public Health (MoPH) and World Health Organization (WHO) guidelines. Participants will be provided with hand sanitizers and face masks to avoid spreading Covid-19.

ACDO through a two-way communication in all five districts of Badakhshan province will sensitize project beneficiaries on the importance of applying COVID19 precautionary measures including receiving vaccines, doing treatment, improving behavior change, and disseminating relevant approved messages and information to ensure transmission of COVID19 is prevented. Beneficiaries will receive this information in each session including community mobilization, assistance distribution, activities monitoring and post distribution monitoring. Those who are identified to be vulnerable or at risk of contracting or transmitting COVID19 – Community Mobilizers will undertake required discussion to increase their awareness on receiving vaccines and carrying out treatment. ACDO, with support and assistance from RCCE SWG, will orient and educate its staff including Community Mobilizers on risk communication and community engagement to build their capacity and ensure RCCE initiatives are cross cutting and sustained within the operation and that the capacity development is cascaded down to the field and community level. To avoid crowd, community mobilization and assistance distribution sessions will be held in proper compounds which have enough space for the participants. We'll make sure hand sanitizers, face masks, and gloves are available and distributed.

### Activity 1.1.7

#### Standard Activity : Customized Activity

Activities' reporting and coordination

ACDO will report all activities from initiation to close out of the project to the FSAC and other stakeholders through ReportHub on a monthly and ad-hoc basis if needed. ACDO will comply with any other reporting mechanisms that are required by FSAC or any other stakeholders. We'll make sure to attend FSAC and other relevant working groups monthly meetings. ACDO will track rumors, feedback, concerns and questions and their sources, and share them with RCCE SWG; contribute to closing the loop of this communication by providing accurate information and approved RCCE messages in response to those rumors, feedback, concerns and questions in coordination with the RCCE SWG.

#### Additional Targets :

## M & R

### Monitoring & Reporting plan

ACDO has a dedicated and independent Monitoring, Evaluation (MEAL) department. The monitoring will be the responsibility of the ACDO MEAL team, under the supervision of the MEAL Manager. ACDO project staff will ensure continuous monitoring of project activities and community participation and engagement in the monitoring of the project's progress as an integral part of ensuring local ownership. The beneficiary selection will be done in close coordination and consultation with the targeted communities, and ACDO project and MEAL staff will conduct spot-checks to monitor that the selection criteria are adhered to.

ACDO will conduct Post Distribution Monitoring (PDM) at least of 10% beneficiaries using AHF PDM tools, with data collection performed by

ACDO MEAL team. The PDM data collection will be done within two weeks after each distribution and will generate reports based on project reporting timelines and requirements. ACDO expects that PDM data will be shared with other stakeholders in the province as part of project coordination protocols with the preapproval of UNOCHA. ACDO M&E staff will visit the project locations to provide additional monitoring. ACDO MEAL team will ensure monitoring based on the project's targets as indicated in the project log-frame. ACDO, ANDMA, Shuras, Community Elders and other stakeholders will jointly conduct quality monitoring visits of the project activities' implementation in all targeted districts.

Cash distribution lists will be compiled by ACDO project officers and verified by relevant stakeholders, including heads of Shuras. The distribution data will be used to report progress on project output indicators. ACDO, for the purpose of determining the level of satisfaction with the cash distribution process, will conduct routine field quality monitoring visits and interviews with community members and other beneficiaries. ACDO will coordinate with stakeholders, community leadership regarding the provision of the food assistance and continue to engage all actors and will provide progress reports through ReportHub to FSAC and attend FSAC meeting regularly and provide them with the update needed. ACDO will encourage people for the effective use of the cash for food commodities while having sessions to ensure they are consuming required food at household level, later on the M&E team will have the PDM to analyze how they used the cash for food, this will be measured while we have the analyzed data of the food consumption score, whether they come under the poor, borderline or acceptable food consumption.

**Reporting:**

Internal: ACDO conducts monthly M&E reporting for all projects through the ACDO Monthly Output Activity Tracking Sheets. ACDO uses MOATS to assist project staff in monitoring project implementation and reporting on planned activities in line with approved project work plans.

External: ACDO will ensure timely reporting to FSAC and other reporting based on FSAC and AHF templates and guidelines provided by AHF and in accordance with the grant agreement.

Reporting and Knowledge Management: The project related documents will be stored in secured server and ACDO will continue information sharing with all actors and stakeholders during project implementation. Community related data collection will be completed. M&E officer will be validating beneficiary numbers through check of means of verification (MoVs). CRM logbook will only be accessible to M&E officer to ensure personal data protection and anonymity of complainers. The information sharing will be guided with OCHA data sharing protocol in alignment to ACDO safeguarding standards and consent forms obtained from the stakeholders.

ACDO monitoring, and reporting will jointly contribute to ensure that means of verification are in place and contribute to the supporting documentation required for the project implementation and reporting to AHF.

Workplan													
Activitydescription	Year	1	2	3	4	5	6	7	8	9	10	11	12
<p>Activity 1.1.1: Recruitment of project staff/personnel and orienting them on the intervention</p> <p>ACDO will recruit and hire local staff to successfully implement the project in the field. As per ACDO's policy, we will hire local professionals which will help in community sensitization, mobilization, and overall implementation on the community level. As a priority in our recruitment - gender balance, pending on the current context and local traditions, will be highly considered to ensure both male and female properly benefit the project.</p> <p>Soon after the staff is onboarded, they will receive orientation on all aspects of the project including objectives, outcomes, outputs, indicators, activities, beneficiaries, target locations, duration, community mobilization, monitoring, post distribution monitoring (PDM), and Organization's internal policies and procedures including protection of sexual exploitation and abuse (PSEA) and employee's code of conduct (CoC) among many others.</p>	2023	X	X										

<p>Activity 1.1.2: Community mobilization and selection of project beneficiaries</p> <p>ACDO will work with the authorities on the central level to get required paperwork such as MoUs and then the same process will be cascaded to the provincial and districts levels to inform them on the project and receive their approvals. ACDO, then will launch community mobilization and sensitization campaign in five target districts i.e., Darwaz-e-Balla, Darwaz-e-Payin, Eshkashem, Khwahan and Kofab districts in Badakhshan province to raise their awareness on the project. This mobilization will be done through consultation meetings with community development councils (CDCs), elders and village shuras to inform them on the project locations, duration, beneficiaries' selection, entitlement, and all other necessary information to maintain a coordinated community approach and to ensure transparency and accountability towards communities/beneficiaries.</p> <p>Beneficiaries in all five districts, while strictly applying data protection laws in collection, storing and sharing their data, will be selected in line with ANDMA, DORR and other FSAC partners in the field to avoid duplication and to ensure beneficiaries are selected based on their status of residence in the target area, have not received any cash assistance in the past months, have other vulnerabilities including food insecurity level, coping strategies, impact of natural and man-made disasters, ratio of dependent household members, having women or child as a head of household, having persons with disability, amount of debt, and households relying on begging to survive.</p> <p>Following the data collection by ACDO's program team and analysis by the MEAL team, the selected beneficiaries will receive 75% of cash assistance (72 US dollars) of the total assistance indicated in prevailing Minimum Expenditure Basket (MEB) that is 96 US dollars per household per month for six consecutive months.</p> <p>ACDO through a two-way communication in all five districts of Badakhshan province will sensitize project beneficiaries on the importance of applying COVID19 precautionary measures including receiving vaccines, doing treatment, improving behavior change, and disseminating relevant approved messages and information to ensure transmission of COVID19 is prevented. Beneficiaries will receive this information in each session including community mobilization, assistance distribution, activities monitoring and post distribution monitoring. Those who are identified to be vulnerable or at risk of contracting or transmitting COVID19 – Community Mobilizers will undertake required discussion to increase their awareness on receiving vaccines and carrying out treatment. ACDO, with support and assistance from RCCE SWG, will orient and educate its staff including Community Mobilizers on risk communication and community engagement to build their capacity and ensure RCCE initiatives are cross cutting and sustained within the operation and that the capacity development is cascaded down to the field and community level. To avoid crowd, community mobilization and assistance distribution sessions will be held in proper compounds which have enough space for the participants. We'll make sure hand sanitizers, face masks, and gloves are available and distributed.</p> <p>To prevent any disputes and conflicts and respond to feedbacks on time, ACDO has a brilliant and functional Grievance Redressal Mechanism (GRM) which will be active during the project duration so beneficiaries will be able to record their feedback and complaints and ACDO will address the complaint within the pre-defined timeframe. Also, ACDO has a memorandum of understanding (MoU) with AWAAZ Afghanistan, and beneficiaries will be sensitized on how to report any complaint or feedback with AWAAZ Afghanistan.</p>	2023	X	X									
<p>Activity 1.1.3: Selection of Hawala dealer:</p> <p>ACDO will release request for quotation (RFQ) for selecting potential hawala dealers with sufficient capacity, cash liquidity and experience in delivering cash to beneficiaries in a project at least with a similar scope in Afghanistan. Looking at the data protection policy, ACDO will not share participants details with the hawala dealer, instead will verify identity of beneficiary through civil documents and head of village shura and then will referred beneficiary/household to the hawala dealer to collect their entitlement.</p>	2023	X										

<p>Activity 1.1.4: Conducting markets monitoring</p> <p>ACDO will use latest data from REACH's Joint Market Monitoring Initiative (JMMI) before and after each distribution to receive the most updated indication on markets and prices and to assure the possibility of cash assistance in target districts. Besides all data from JMMI, if there is still need for further monitoring or assessment of markets, ACDO with qualified staff and tools and technical expertise will carry out markets and prices monitoring when and where needed. We will look after the stability of prices and availability of food commodities. ACDO will use JMMI monitoring tool and will update and feed the results into JMMI monthly reports. To further foresee the availability and/or shortage of commodities in the markets, ACDO will use FSAC, FAO, and FEWS Net reports and dashboards. If anything needs to be changed in project implementation phase, it will be discussed and followed up through proper channel to accommodate the changes for better outputs.</p>	2023			X	X	X						
<p>Activity 1.1.5: Provision of cash for food assistance for IPC Phase 3+ beneficiaries</p> <p>Selected beneficiaries representing IPC Phase 3 and 4 population in Darwaz-e-Balla, Darwaz-e-Payin, Eshkashem, Khwahan and Kofab districts of Badakhshan province will receive cash assistance for basic food basket for six consecutive months in three installments as each installment will contain cash assistance for two months i.e., equivalent AFN of 144 US dollar (72*2=144 US dollars) per each distribution.</p> <p>The cost of total food basket is 96 US dollars per household per month indicated in the current MEB, however as per FSAC and CWVG guidelines, households will receive 72 US dollars which are equivalent to 75% of the total food basket. Overall, 7,890 eligible individuals (1,127 households) will receive 432 US dollars (72*6=432 US dollars) throughout six months in three distributions/installments. To decrease the chances of theft and/or loss, ACDO will hire a money service provider (MSP) to distribute the unconditional and unrestricted cash to the selected participants in close coordination with the Asia Community Development Organization.</p> <p>ACDO through a two-way communication in all five districts of Badakhshan province will sensitize project beneficiaries on the importance of applying COVID19 precautionary measures including receiving vaccines, doing treatment, improving behavior change, and disseminating relevant approved messages and information to ensure transmission of COVID19 is prevented. Beneficiaries will receive this information in each session including community mobilization, assistance distribution, activities monitoring and post distribution monitoring. Those who are identified to be vulnerable or at risk of contracting or transmitting COVID19 – Community Mobilizers will undertake required discussion to increase their awareness on receiving vaccines and carrying out treatment. ACDO, with support and assistance from RCCE SWG, will orient and educate its staff including Community Mobilizers on risk communication and community engagement to build their capacity and ensure RCCE initiatives are cross cutting and sustained within the operation and that the capacity development is cascaded down to the field and community level. To avoid crowd, community mobilization and assistance distribution sessions will be held in proper compounds which have enough space for the participants. We'll make sure hand sanitizers, face masks, and gloves are available and distributed.</p>	2023			X	X	X						

<p>Activity 1.1.6: Activities monitoring and post distribution monitoring (PDM)</p> <p>To ensure proper implementation of the project, assess the impact of the intervention, and to collect beneficiaries' feedback, ACDO will conduct not only regular on-site monitoring visits, but also post distribution monitoring with at least 10 per cent households after each distribution to understand the level of satisfaction each family expresses over the assistance and to make sure beneficiaries receive quality assistance in a timely manner.</p> <p>MEAL Officers will conduct in-person interviews, surveys and focus group discussions in different time and stages with the beneficiaries to get their feedback on the level of satisfaction on the project interventions. In case any issues found, it will be shared with ACDO's MEAL departments on provincial and central level to find the best suitable solutions or alternatives to fix the problem and to avoid it for the future endeavors.</p> <p>PDM findings will help us to assess the impact of the project on the livelihood and food efficiency of the assisted population and will direct our future assistance as well. This will help in monitoring and understanding the use of cash in humanitarian assistance on a broader scale in Afghanistan, and in identifying any gaps or needs that could not be addressed through the provision of cash.</p> <p>ACDO will inform all participants of in-person meetings, gatherings, or distributions to strictly obey the COVID-19 precautionary measures in line with the Ministry of Public Health (MoPH) and World Health Organization (WHO) guidelines. Participants will be provided with hand sanitizers and face masks to avoid spreading Covid-19.</p> <p>ACDO through a two-way communication in all five districts of Badakhshan province will sensitize project beneficiaries on the importance of applying COVID19 precautionary measures including receiving vaccines, doing treatment, improving behavior change, and disseminating relevant approved messages and information to ensure transmission of COVID19 is prevented. Beneficiaries will receive this information in each session including community mobilization, assistance distribution, activities monitoring and post distribution monitoring. Those who are identified to be vulnerable or at risk of contracting or transmitting COVID19 – Community Mobilizers will undertake required discussion to increase their awareness on receiving vaccines and carrying out treatment. ACDO, with support and assistance from RCCE SWG, will orient and educate its staff including Community Mobilizers on risk communication and community engagement to build their capacity and ensure RCCE initiatives are cross cutting and sustained within the operation and that the capacity development is cascaded down to the field and community level. To avoid crowd, community mobilization and assistance distribution sessions will be held in proper compounds which have enough space for the participants. We'll make sure hand sanitizers, face masks, and gloves are available and distributed.</p>	2023	X	X	X	X	X	X	X	X					
<p>Activity 1.1.7: Activities' reporting and coordination</p> <p>ACDO will report all activities from initiation to close out of the project to the FSAC and other stakeholders through ReportHub on a monthly and ad-hoc basis if needed. ACDO will comply with any other reporting mechanisms that are required by FSAC or any other stakeholders. We'll make sure to attend FSAC and other relevant working groups monthly meetings. ACDO will track rumors, feedback, concerns and questions and their sources, and share them with RCCE SWG; contribute to closing the loop of this communication by providing accurate information and approved RCCE messages in response to those rumors, feedback, concerns and questions in coordination with the RCCE SWG.</p>	2023	X	X	X	X	X	X	X	X					

**OTHER INFO**

**Accountability to Affected Populations**

We are committed to placing the people we serve – our clients – at the center of humanitarian response and being responsive to their aspirations and perspectives. This makes the services and assistance more effective, relevant, and appropriate, and the decisions and actions more accountable to the clients, affected communities and other stakeholders.

ACDO consults with local authorities, community leaders, and staff regarding decisions to commence, adapt, or complete interventions. There will be bi-monthly open dialogue sessions with the existing community structures including line departments, CDCs, elders (men and women) to discuss the achievement, challenges, bottlenecks, concerns, and complaints. The project team on provincial level will conduct and facilitate these dialogue sessions to provide correct, accessible, and timely information to the affected people regarding project interventions, challenges, and achievements. The receiving end may include key community representatives and social multiplayers including the marginalized population, minorities, and persons with disabilities (PwD), and ordinary community residents.

The most appropriate communication channels followed by a comprehensive communication strategy will be defined and drafted soon after collecting and analyzing initial data through rapid needs assessment considering the needs and results of the relevant assessments.

ACDO MEAL team has dedicated Grievances Redressal focal points including at least one female in the intervention areas with accessible and dedicated hotline number to redress and/or refer complaint and feedback to relevant departments. The MEAL team will conduct regular field visits to project sites to conduct awareness sessions for community members on how to access Grievance Redressal Mechanism (GRM) and communicate their complaints/feedback safely through using AWAAZ Afghanistan, and ACDOs internal complaints addressing mechanisms. ACDO, as a community participatory approach, will engage with communities in all project interventions to ensure accountability and transparency towards beneficiary.

Collecting and responding to feedback and grievances/complaints: Village Shura (women and men), provincial MEAL staff and project staff will conduct periodic meetings with both males and females in communities including people with disabilities to ensure that their feedback on effectiveness and quality of project implementation are collected and properly addressed. The results from the GRM and feedback surveys will be used to adapt project implementation approaches. Grievances/complaints will be securely registered in the logbook and follow-up mechanisms will be ensured as per organization’s GRM matrix. ACDO is committed to ensure women’s participation not only as recipients of assistance but also to work as full-time employees within the project.

Issues of beneficiary protection particularly that of women will be carefully considered for these projects by our team. Chaired by female staff, separate meetings will be conducted to discuss the needs and feedback of women, girls, and children where and when needed. The grievance redressal team will ensure clients’ confidentiality, no-retaliation and do no harm, and thus all personal information is secured and not shared widely. The data will not be shared until and unless it is required for further legal and investigative purposes, but with prior approval and written consent from the person who has made the complaint. The MEAL and GR team will also sensitize clients on our safeguarding policies specifically on Protection from Sexual Exploitation and Abuse (PSEA), Accountability to Affected Population (AAP) and zero-tolerance toward this unacceptable behavior. ACDO will leverage of the AAP WG engagements and guidance to continuously improve quality of accountability towards beneficiary.

**Implementation Plan**

**Coordination with other Organizations in project area**

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

**Gender Marker Of The Project**

3- Likely to contribute to gender equality, but without attention to age groups

**Justify Chosen Gender Marker Code**

**Protection Mainstreaming**

Promoting equitable and meaningful access: ACDO will ensure meaningful access to impartial assistance and services, in proportion to need and reducing any barriers/discrimination arising from political affiliation, religion, age, gender, ethnicity and or any other parameters for discrimination. ACDO will pay special attention to individuals and groups including women, girls and children with disabilities or chronic illnesses who may have difficulty accessing services. ACDO has an integrated approach to mainstream protection across all interventions.

ACDO will ensure that all four key elements of protection mainstreaming as defined by the Global Protection Cluster i.e., 1) do no harm, 2) meaningful access, 3) accountability, and 4) participation/empowerment are considered throughout the intervention. ACDO strictly follows the principle of "do no harm" and it obliges ACDO to prevent and mitigate any negative impact of its actions on affected populations. Equally important is ACDO's commitment to rights-based and community-based approaches that include efforts to engage and empower persons of concern in decisions that affect their lives – and throughout the project implementation period, the principle of do no harm would be followed. Also, to ensure accountability and transparency towards beneficiary, ACDO would involve the beneficiary and relevant stakeholders in all aspects of the project to ensure that the project is designed based on the real and proven needs, and is implemented effectively to address the needs, and achieve the expected outcomes.

ACDO has both internal and external complaint and feedback mechanisms to make sure there are no loopholes and deviations in the project implementation. As usual, ACDO will inform all beneficiaries through conducting in-person information sharing sessions, circulating leaflets and banners on fraud and other forms of exploitation, abuse, harassment, and accountability to affected population which will carry Organization's internal and AWAAZ Afghanistan contact details and will encourage beneficiaries to share their complaints and feedback. Beneficiaries will receive enough information on how complaint/feedback is handled, investigated, and responded. In addition, throughout the project implementation period, ACDO shall ensure equitable and impartial access to food support to all targeted beneficiaries including women, girls, youth, and elders without any discrimination.

To respect cultural norms and traditions, ACDO will involve Mahrams with female staff and/or beneficiaries to engage women fully and achieve targeted objectives and results of the project accordingly. In case of female participation is restricted, ACDO will contact relevant stakeholders and local authorities to assure female participation in the project activities.

Moreover, mobilization at the community level is one of the key parts of participation and empowerment – ACDO has significant linkages with local communities and always coordinates with all stakeholders throughout the project implementation period. Through community mobilization, ACDO always engages all groups in identifying issues and durable resolution in response – so all these steps greatly increase participation and empower beneficiaries. Furthermore, ACDO has a zero-tolerance policy on sexual exploitation, abuse, and gender-based violence – and based on ACDO's gender policy, such kind of behavior is unacceptable and prohibited for all staff, partners, and those who work for ACDO and/or our partners. In addition, all project staff will sign a Code of Conduct and receive detailed training on protection of sexual exploitation and abuse (PSEA), accountability to affected population (AAP), child protection and child safeguarding, and gender policy among many more so that they are well informed and educated on all aspects and to better apply and implement them on the ground.

#### **Country Specific Information**

#### **Safety and Security**

#### **Access**

ACDO has huge experience in providing humanitarian assistance to effected population in Afghanistan. ACDO's extensive experience, better understanding of local traditions, strong ties with local communities and relevant government authorities have gained them acceptance in communities. ACDO will strictly follow the guidance from the HAG, which is documented in the "Humanitarian Access Strategy for Covid-19 Response" – from March 23, 2020, to April 05, 2020. ACDO will also engage the DoRR, ANDMA, FAO, local communities, CDCs, and beneficiaries throughout the project activities.

ACDO may face the following access risks during the project implementation and its mitigation strategies may include:

- Weather conditions and road blockade by heavy snowfall and flooding in Badakhshan province may delays implementation. Mitigation measures: ACDO regional Safety Officer maintain regular contact with communities, security agencies, and NGO partners, and use INSO information to make safety related decisions. The Security Officer will rely information to project staff about existing threats on main roads, snowfalls and floodings in the specific locations and help field staff planning their travel and field visits. Road travel would be constantly monitored to ensure staff stays safe and can make immediate decisions if needed.
- Community Acceptance: for any project, community acceptance is highly required to access targeted beneficiaries and provide effective support. Some elements may spread negative rumors about NGOs, and as a result ACDO's staff might not be allowed access to some of the communities.

Mitigation measures: To mitigate and facilitate access ACDO will reach out to a wide range of local interlocutors and powerbrokers, to ensure that access is maintained throughout the project tenure by leveraging their networks. This includes local leaders/elders, CDCs, local staff from the target areas, local government, and any other powerbrokers. The project will be thoroughly explained to local interlocutors and powerbrokers for acceptance and transparency. A key component of access will be the recruitment of local staff wherever possible as this promotes higher acceptance. High-level community integration will also allow the project to increase its potential to access vulnerable individuals and households. It is important to note that ACDO has already established necessary access networks for project implementation in target province. All these measures contribute to ACDO acceptance, transparency, and especially to beneficiaries' access to aid. We are committed to upholding the humanitarian principles of impartiality, neutrality, independence, and humanity. To respect cultural norms and tradition, ACDO will involve Mahram with female staff and/or beneficiaries so that to engage women fully and achieve objectives of the project accordingly.

- Lack of security might hinder ACDO to access some of the targeted communities, which in turn could delay delivery of activities to the targeted affected population. Mitigation measures: ACDO's provincial staff keep regular contact with the local communities, government authorities and security agencies. In addition, ACDO has coordinated with IEA for this intervention, and they have provided assurance for the safety of staff and full cooperation in the implementation process. ACDO recruit staff from respective districts and communities and their engagement provide effective contribution in the implementation and remove any accessibility issues to the targeted communities.

ACDO will coordinate with the wider humanitarian community (i.e., participation in the Humanitarian Access Group, sharing of information with INSO, etc.) to share and receive information on any new or ongoing access constraint that may affect work in target areas.

**BUDGET**

Code	Budget Line Description	D / S	Quantity	Unit cost	Duration Recurrence	% charged to CHF	Total Cost
<b>1. Staff and Other Personnel Costs</b>							
1.1	Project Manager (Kabul)	D	1	1,471.00	8	50.00	5,884.00
	<i>The Project manager based in Kabul is responsible to oversee activities, guarantee quality oversight, meet with key stakeholders and support household assessment and distribution activities. Additional responsibilities include overall coordination and quality delivery of the Programme. Project Manager salary scale would be as per NTA salary scale grade B, Step 1. This amount is inclusive of salary and all other benefits. "</i>						
1.2	Provincial Project Officer (Badakhshan)	D	1	502.00	8	100.00	4,016.00
	<i>Provincial Officer will be based in Badakhshan and will be responsible for overall planning, designing and implementation of the project at provincial level. He/she will be responsible for coordination, communication, report and will follow the day to day task of provincial team to ensure that activities are going on the right track within the timeline. Provincial Project Officer salary scale would be as per NTA salary scale grade D, Step 2 This amount is inclusive of salary and all other benefits.</i>						
1.3	Finance Officer (Kabul)	D	1	437.00	8	40.00	1,398.40
	<i>The Finance Officer will be based in Kabul and will be responsible to manage and track the project financial documents and arrangement of hard and soft filling, prepare the monthly bank reconciliation and tax clearance of the project. H/She will also communicate, and processing of field office expenditures, expense, follow up employee accounts, and other related issues with bank, dealing with service provider for money transfer, complete all project financial documents within time frame and will report ACDO and AHF. Finance Officer salary scale would be as per NTA salary scale grade D, Step 1. This amount is inclusive of salary and all other benefits.</i>						
1.4	M&E Officer (Badakhshan)	D	1	437.00	8	100.00	3,496.00
	<i>M&amp;E officer will be based in Badakhshan and will be responsible for establishing the KOBO survey tools, monitoring the project activities on a daily basis, identify beneficiaries, beneficiary verification, spot-checks on distribution, design and establishment of PDM survey, data entry and analysis and preparing final Post Distribution Monitoring report. S/he will also manage community feedback and response mechanism, measure the project progress against the project indicators, monitor the distribution process. M&amp;E will be paid as per NTA salary scale grade D, Step - 1. This amount is inclusive of salary and all other benefits.</i>						
1.5	Community Mobilizers (Badakhshan)	D	10	287.00	6	100.00	17,220.00
	<i>10 CMs will be recruited and will based in the targeted districts (2 per districts). They will be responsible for conducting surveys, making assessments, assisting in distributions, select the right beneficiaries in accordance with the standard vulnerability criteria, completing documentation, and following up on phone calls to beneficiaries, they will act as a bridge between the organization and the community. CMs will be recruited and deployed for 6 months' period and their salary scale would be as per NTA salary scale-grade E, Step - 1. This amount is inclusive of salary and all other benefits.</i>						
1.6	Admin/HR and Finance Assistant (Badakhshan)	D	1	287.00	8	100.00	2,296.00
	<i>Admin/HR and Finance Assistant will be based in Badakhshan provincial Office and will be responsible for the financial, administrative and HR related affairs and will manage financial functions in the field level in close coordination with main office. S/he will follow the standard, HR and financial procedures as well as provide support to the project team. Salary scale would be as per NTA salary scale-grade E, Step - 1. This amount is inclusive of salary and all other benefits.</i>						
1.7	Support staff (Badakhshan)	S	2	156.00	8	100.00	2,496.00
	<i>One cleaner and one guard based in Badakhshan provincial office. The cleaner will be responsible for cleaning the office as well as providing helping-hand support to the team members, while the guard will be responsible to oversee the office. Their Salary would be as per NTA salary scale grade H, Step - 6. This amount is inclusive of salary and all other benefits.</i>						
1.8	Executive Director (Kabul)	S	1	3,269.00	8	15.00	3,922.80
	<i>The Executive Director based in Kabul office and will be providing overall strategic support to the organization including supervisory to the project team, creating business plans, overseeing day-to-day activities, improving performance, developing organizational culture, supervising heads of departments, reporting on revenue, and directing organizational strategy and will be supporting to strengthen linkages with stakeholders importantly government. The salary scale would be as per NTA salary scale grade A, Step - 8.</i>						
1.9	Program Manager (Kabul)	S	1	2,452.00	8	18.00	3,530.88
	<i>Program Manager is based on Kabul and will be overall responsible management of the project activities in field and will following the day to today programmatic task of organization and project to ensure that activities are going on the right track within the timeline. The PM will be managing and supporting and supervising Project Manager in reporting, Food Security, support to project manager in food security, donor relations and will provide overall required support to the project Manager and operations in the field, coordinate with cluster, AHF, managing, and monitoring humanitarian aid program. The salary scale would be as per NTA salary scale grade B, Step - 7. The salary package includes salary, tax, and allowances. This amount is inclusive of salary and all other benefits.</i>						
1.10	M&E Manager (Kabul)	S	1	1,200.00	8	12.00	1,152.00

	<i>The M&amp;E Manager will be based in Kabul office and will design the PDM and oversee the M&amp;E and CFRM team and hold overall responsibility for the quality, accuracy and integrity of the project. He will conduct regular field visits to the project sites to make sure the project activities are implemented properly. He will supervise and train project M&amp;E officer and liaise with the clusters in finalizing beneficiary selection criteria and PDM tools. He will analyze the PDM data and prepare its report. The salary scale would be as per NTA salary scale grade C, Step - 5. This amount is inclusive of salary and all other benefits.</i>							
1.11	Finance Manager (Kabul)	S	1	1,200.00	8	12.00	1,152.00	
	<i>The Finance Manager based in Kabul Office will ensure proper overall financial management of the project, supporting to Finance officer and admin/finance assistants based in project field office, budgeting, financial reporting and proper project cash flow. The FM will closely work with the selected FSP to make sure the money is being transferred to the field smoothly. Monthly rate the salary scale would be as per NTA salary scale grade C, Step - 5.</i>							
1.12	Senior Organization Development Manager (Kabul)	S	1	2,452.00	8	15.00	2,942.40	
	<i>The The Senior Organization Development Manager is responsible for drafting, reviewing and updating the organization strategic documents, including the project concept note, project proposal and project documents, align the project documents to ACDO and international standards and training the project team on the project scope of work (SoW). The salary scale would be as per NTA salary scale grade B, Step - 7. This amount is inclusive of salary and all other benefits.</i>							
1.13	Support Staff (Kabul)	S	2	156.00	8	20.00	499.20	
	<i>One cleaner and one guard based in Kabul main office charged 30%. Their Salary would be as per NTA salary scale grade H, Step - 6. This amount is inclusive of salary and all other benefits.</i>							
1.14	Admin & HR Manager	S	1	1,200.00	8	12.00	1,152.00	
	<i>Admin and HR Manager will be based in Kabul and will be responsible for project administrative and human resource (HR) related activities, she will manage the project asset, track the materials, prepare the ToRs, recruit the team, the allocated amount is inclusive of salary and all other benefits. Monthly rate the salary scale would be as per NTA salary scale grade C, Step - 5.</i>							
	<b>Section Total</b>							<b>51,157.68</b>
<b>2. Supplies, Commodities, Materials</b>								
2.1	Cash for Food	D	1127	432.00	1	100.00	486,864.00	
	<i>Provision of cash for food assistance for 1127 Households (7,890 individuals) @ \$432/- in six (6) months (\$72/- per month per household)</i>							
2.2	Orientation Sessions for provincial project staff	D	1	600.00	3	100.00	1,800.00	
	<i>Staff orientation on project deliverables, conducting surveys, assessments, assisting in distributions, select the right beneficiaries in accordance with the standard vulnerability criteria, completing documentation etc... The orientation session will be conducted in Badakhshan province. This cost include training material, refreshment, and lunch for participants and accommodation, per diem and transportation for trainer/Senior Project Team.</i>							
2.3	PPE Material	D	3	645.00	1	100.00	1,935.00	
	<i>The PPE material includes cost for face masks, gloves, and hand sensitizer to prevent further spread of COVID19 during meetings, distributions, gatherings and all other social events (5 districts * 129\$ *3 phases)</i>							
2.4	IEC Material	D	5	159.80	3	100.00	2,397.00	
	<i>This budget line covers the cost health/child nutrition outreach materials like; brochure's, leaflet, banners and others, nutrition sensitization materials which will be given to each targeted beneficiaries, these outreach materials will be printed once, distributed in all five (5) targeted districts in three times/phases (installment). (5 districts*261\$*3 phase)</i>							
2.5	Hawala/MSP Charges	D	1	486,864.00	1	5.00	24,343.20	
	<i>ACDO will ensure and implement all policies and producers to maintain transparency and accountability in the implementation of specific CBPF project. As ACDO doesn't have the choice of official banking system for cash movement to the beneficiaries in the targeted districts therefore ACDO will select MSP through competitive process with full detail of circumstances, scope and base of calculation. contract/agreement and all-important documents will be signed/available accordingly. 5% of the total cash to be transferred to beneficiaries is calculated as Hawala/Money Service Provider (MSP) fee. Cost is a bit higher in comparison to other provinces/districts, because the targeted districts are very far from the provincial center for example Darwaz-e-Payin is 320 kilometers is far from the Faiz Abad the provincial capital of Badakhshan province. It takes days to reach there from Faiz Abad as the road is not paved and is not easily accessible.</i>							
2.6	Crowd Controller/Distributor	D	10	15.00	3	100.00	450.00	
	<i>ACDO will recruit 10 daily wage Crowd Controllers/Distributors (1 male and 1 female for each of the 5 districts) for 3 days to support the community mobilizers in controlling the beneficiaries in each districts on cash distribution days.</i>							
	<b>Section Total</b>							<b>517,789.20</b>
<b>3. Equipment</b>								
3.1	Office equipment	S	1	1,970.00	1	100.00	1,970.00	
	<i>The office equipment covers project office necessary equipment such chairs, table, fan, heater, stove and etc.</i>							

3.2	Laptops	S	4	1,000.00	1	100.00	4,000.00
<i>Four laptops budgeted for the project staff, the laptops will be use by Provincial Project Officer, M&amp;E Officer, Admin/HR and Finance Assistant and Community Mobilizer.</i>							
3.3	Printer (All-in-One)	S	1	700.00	1	100.00	700.00
<i>Multi-functional printer (Scanner, copier, printer) printer for the office. The printer will be use through the project staff in Badakhshan province</i>							
3.4	Smartphone/Tablet	S	5	350.00	1	100.00	1,750.00
<i>ACDO will procure five smartphones/tablets (one per district), smartphones/tablets will be used by M&amp;E officer and community mobilizers for communication, monitoring, data collection and photography purposes.</i>							
<b>Section Total</b>							<b>8,420.00</b>
<b>4. Contractual Services</b>							
4.1	Rental Vehicles	D	5	1,000.00	8	100.00	40,000.00
<i>Five Rental vehicle (one per district) will be rented to provide transportation for project staff during all stages of activity implementation - community mobilization, beneficiary selection, distributions, trainings, project close. All targeted districts particularly Darwaz-e-Balla, Darwaz-e-Payin, Khwahan and Kofab districts are far around 150 to 320 km from the provincial Center (Around 50 hours onside way (two days and two night) from the provincial center to these districts), only 4Runers will be rented since other vehicle cant move in the targeted districts of Badakhshan. The unit cost includes driver and fuel cost and the rent for the vehicles.</i>							
<b>Section Total</b>							<b>40,000.00</b>
<b>5. Travel</b>							
5.1	Monitoring Cost	D	2	1,007.00	2	100.00	4,028.00
<i>ACDO response: Two person from the main office MEAL manager and Project/program Manager will travel to the province and targeted districts for the monitoring and supervision for the duration of 12 days (1 day from Kabul to Faiz Abad, 2 days from Faiz Abad to the districts, 6 days for monitoring of 5 districts and 3 day for back to Faiz Abad and Kabul) , the cost includes round trip to Badakhshan, round trip from Faiz Abad to districts, accommodation and perdium.</i>							
<b>Section Total</b>							<b>4,028.00</b>
<b>6. Transfers and Grants to Counterparts</b>							
NA	NA	NA	0	0.00	0	0	0.00
NA							
<b>Section Total</b>							<b>0.00</b>
<b>7. General Operating and Other Direct Costs</b>							
7.1	Field Office Rent	S	1	250.00	8	100.00	2,000.00
<i>ACDO will rent a secure field office in Badakhshan for implementation of project with enough space for its direct male and female staff for the duration of 8 months*250 US\$ per month which is equal 2000 US\$.</i>							
7.2	Main Office Rent	S	1	321.00	8	30.00	770.40
<i>Main office Rent for 8 months (shared cost). The unit cost is based on the actual rent that ACDO pays for Main office.</i>							
7.3	Communication/internet Cost	S	1	160.00	8	100.00	1,280.00
<i>\$160 charged for field and main internet cost.</i>							
7.4	Stationary	S	1	292.00	8	100.00	2,336.00
<i>The stationery for project field office and staff. this ensures that project staff have access to enough supply and stationeries such paper, pen, staples, notebook and etc. for smooth implementation of the project activities.</i>							
7.5	Utility Cost	S	1	500.00	8	100.00	4,000.00
<i>Field office monthly electricity bill, Gas and etc. this includes cost for cooling and warming up the offices during summer and winter times. the cost is minimum and its calculated for 8 months.</i>							
7.6	Bank/Hawala Charges	S	1	200.00	8	100.00	1,600.00
<i>200 Bank and Hawala charges include 100 for Employees' salary transfer through bank for staff based in Kabul Badakhshan, 100 for Hawala charges of salary transferring for 10 community mobilizers to the districts.</i>							

7.7	Main Office Supply and Running Cost	S	1	1,950.00	8	30.00	4,680.00
	<i>ACDO main office office utilities, supply and running cost.</i>						
	<b>Section Total</b>						<b>16,666.40</b>
<b>SubTotal</b>			1,197.00				<b>638,061.28</b>
Direct							596,127.60
Support							41,933.68
<b>PSC Cost</b>							
PSC Cost Percent							7.00
PSC Amount							44,664.29
<b>Total Cost</b>							<b>682,725.57</b>

#### Project Locations

Location	Estimated percentage of budget for each location	Estimated number of beneficiaries for each location					Activity Name
		Men	Women	Boys	Girls	Total	
Badakhshan > Darwaz-e-Balla	20.00000	0	0	0	0		FSAC: Activity 1.1.1: Recruitment of project staff/personnel and orient... FSAC: Activity 1.1.2: Community mobilization and selection of project b... FSAC: Activity 1.1.3: Selection of Hawala dealer:  ACDO will r... FSAC: Activity 1.1.4: Conducting markets monitoring  ACDO will... FSAC: Activity 1.1.5: Provision of cash for food assistance for IPC Pha... FSAC: Activity 1.1.6: Activities monitoring and post distribution monit...
Badakhshan > Kofab	20.00000	0	0	0	0		FSAC: Activity 1.1.1: Recruitment of project staff/personnel and orient... FSAC: Activity 1.1.2: Community mobilization and selection of project b... FSAC: Activity 1.1.3: Selection of Hawala dealer:  ACDO will r... FSAC: Activity 1.1.4: Conducting markets monitoring  ACDO will... FSAC: Activity 1.1.5: Provision of cash for food assistance for IPC Pha... FSAC: Activity 1.1.6: Activities monitoring and post distribution monit...
Badakhshan > Khwahan	20.00000	0	0	0	0		FSAC: Activity 1.1.1: Recruitment of project staff/personnel and orient... FSAC: Activity 1.1.2: Community mobilization and selection of project b... FSAC: Activity 1.1.3: Selection of Hawala dealer:  ACDO will r... FSAC: Activity 1.1.4: Conducting markets monitoring  ACDO will... FSAC: Activity 1.1.5: Provision of cash for food assistance for IPC Pha... FSAC: Activity 1.1.6: Activities monitoring and post distribution monit...

Badakhshan > Eshkmesh	20.00000	0	0	0	0	<p>FSAC: Activity 1.1.1: Recruitment of project staff/personnel and orient...</p> <p>FSAC: Activity 1.1.2: Community mobilization and selection of project b...</p> <p>FSAC: Activity 1.1.3: Selection of Hawala dealer:</p> <p>ACDO will r...</p> <p>FSAC: Activity 1.1.4: Conducting markets monitoring</p> <p>ACDO will...</p> <p>FSAC: Activity 1.1.5: Provision of cash for food assistance for IPC Pha...</p> <p>FSAC: Activity 1.1.6: Activities monitoring and post distribution monit...</p>
Badakhshan > Darwaz	20.00000	0	0	0	0	<p>FSAC: Activity 1.1.1: Recruitment of project staff/personnel and orient...</p> <p>FSAC: Activity 1.1.2: Community mobilization and selection of project b...</p> <p>FSAC: Activity 1.1.3: Selection of Hawala dealer:</p> <p>ACDO will r...</p> <p>FSAC: Activity 1.1.4: Conducting markets monitoring</p> <p>ACDO will...</p> <p>FSAC: Activity 1.1.5: Provision of cash for food assistance for IPC Pha...</p> <p>FSAC: Activity 1.1.6: Activities monitoring and post distribution monit...</p>

#### Documents

Category Name	Document Description
Project Supporting Documents	Endorsement_FSAC.pdf
Project Supporting Documents	Endorsement_Protection Cluster.pdf
Project Supporting Documents	Endorsement_CVWG.pdf
Project Supporting Documents	Endorsement_PSEA TF.pdf
Project Supporting Documents	Endoresment_RCCE SWG.pdf
Project Supporting Documents	ICCT_Winter Prioritisation_2022.pdf
Project Supporting Documents	ACDO BoQs for Cash-based support_ IPC 3 and 4_Badakhshan.xlsx
Project Supporting Documents	ACDO BoQs for Cash-based support_ IPC 3 and 4_Revised.xlsx
Project Supporting Documents	ACDO BoQs for Cash-based support_Revised Dec 21_2022.xlsx
Project Supporting Documents	Key Staff Salary and Main office operation Cost share.xlsx
Project Supporting Documents	ACDO BoQs for Cash-based support_Revised Dec 26_2022.xlsx
Project Supporting Documents	REACH_AFG_Key-Findings-Presentation-to-ICCT_Mid-year-WoAA-2022.pdf
Project Supporting Documents	REACH_WoAA_Key-Findings.pdf
Project Supporting Documents	WFP_SitRep_Oct. 2022.pdf
Project Supporting Documents	Endorsement_HAG.pdf
Project Supporting Documents	Endorsement_AAP WG.pdf
Project Supporting Documents	NTA Salary Scale and Implementation Guideline.pdf
Grant Agreement	GrantAgreement_FSAC_ACDO_24097_Signed.pdf
Grant Agreement	GrantAgreement_FSAC_ACDO_24097_Signed_ACDO_compressed.pdf