

Appeal

India

Gujarat Earthquake Rehabilitation Project (GERP) follow up phase – ASIN-31 (Revision 1)

Appeal Target: US\$891,115

Balance Requested from ACT Network: US\$ 0 (*covered by approved transfers from ASIN11*)

Geneva, 8 September 2003

Dear Colleagues,

The Gujarat earthquake, considered the country's worst disaster, posed an immense challenge. Both national and state governments, along with humanitarian organisations from all over the world, mobilised resources to cope with the vast needs of the earthquake victims - thousands of families who had completely lost their means of livelihood, and desperately needed outside assistance. As the earthquake stricken region is also prone to other disasters such as cyclones and drought, rehabilitation plans were to take into consideration adequate measures to mitigate the effects of such other disasters.

The ACT Gujarat Evaluation, conducted in August 2002, pointed out the need to build community and government capacity and to address structural vulnerabilities related to other disasters and livelihood insecurity. It further pointed out that the ACT members should prepare an 'exit strategy'. All three ACT members, **Churches Auxiliary for Social Action (CASA)**, **Lutheran World Service (LWS) India** and the **United Evangelical Church of India (UELCI)** have taken these findings into consideration. LWS-India has already submitted its 'withdrawal proposal' under the original appeal issued on 9 April 2003. This revision of the Appeal deals specifically with the 'follow up proposal' of CASA. Both proposals are covered by unspent funds under ASIN11. As the third ACT member, UELCI will explore other ways of follow up of the work in Gujarat.

This revision concerns the proposal by **CASA** which will focus on sustaining and strengthening the already established Community Based Organisations in the 11 villages that have been assisted during the Rehabilitation Phase. In addition CASA plans to reconstruct a new village and assist in the rebuilding of its community. The people of this new village have been unable to obtain assistance thus far.



Action by Churches Together

150 route de Ferney, P.O. Box 2100
1211 Geneva 2, Switzerland

Tel: 41 22 791 6033 Fax: 41 22 791 6506

e-mail: act@act-intl.org

Coordinating Office

ACT is a worldwide network of churches and related agencies meeting human need through coordinated emergency response.

The ACT Coordinating Office is based with the World Council of Churches (WCC) and the Lutheran World Federation (LWF) in Switzerland.

Project Completion Date:

LWSI - 31 December 2003
 CASA - 31 May 2004

Summary of Appeal Targets, Pledges/Contributions Received and Balance Requested

	CASA	LWS-India	Total Target US\$
Total Appeal Target(s)	805,792	85,323	891,115
Less: Transfer of funds from ASIN11	805,905	85,323	891,228
Balance Requested from ACT Network	+113	0	+113

Thor-Arne Prois
 ACT Director

Full details of programmes and budgets are on following pages.

I. REQUESTING ACT MEMBER INFORMATION

- **Church's Auxiliary For Social Action (CASA)**

II. IMPLEMENTING ACT MEMBER & PARTNER INFORMATION

CASA is the service arm of the Protestant and Orthodox churches in India and, as the related agency of the National Council of Churches in India, CASA is mandated to implement relief activities. CASA has a history of responding to emergencies and disasters since 1947 and provides assistance to people in need regardless of their caste, creed, language, ethnic origin or political affiliation.

CASA has a decentralised disaster preparedness plan which can respond to a call for assistance at short notice. Created through the establishment of a country wide network of trained human resources with access to pre-stocked relief materials, CASA staff and partner organisations, including local churches, are able to respond swiftly when needs arise.

Methodist Engineering Company (MEC) was established in 1952 with an objective to plan, design and construct buildings related to church organisations and to provide employment to the needy and, at the same time train young persons in construction work. MEC is equipped with well qualified and experienced staff apart from consultants of repute. Projects executed by MEC include churches, schools, hostels, hospitals and residences.

III. DESCRIPTION of the SITUATION

A devastating earthquake rocked Gujarat on the morning of 26 January 2001, taking the lives of thousands of people and rendering millions homeless. Measuring 6.9 on the Richter scale, the earthquake proved to be the deadliest of its kind, creating havoc with the life of people who survived. Relief aid poured in from all over the world and the whole world shared the sorrow and grief of the victims.

A total number of 35,000 families of 152 villages severely affected by the earthquake were covered in the relief operation implemented by CASA.

With focus on the restoring of human dignity and putting the most vulnerable survivors on the road to self reliance, the rehabilitation covered 11 villages - 4 in Kutch and 7 in Jamnagar District - being the most severely affected areas. Based on the trust earned during the relief phase, CASA undertook long term rehabilitation work, including a food for work programme (FFCD) in the mid – term rehabilitation phase which proved an incentive to curb people's tendency to migrate at such times when jobs and food is scarce.

CASA sought peoples' participation by forming Community Based Organisations (CBOs) at village level. The CBOs consist of Youth Groups, Mahila Mandals and Young Women's Groups. In order to strengthen these groups, various capacity building interventions were carried out among the CBOs to explain their role in the village's development as a whole. The approach is a way of preparation towards handing over the responsibility, ownership and management of entire programmes when the project is withdrawn. These interventions have generated awareness among the members on various issues. It also facilitates the emergence of an alternate leadership. With the main focus of the programme on women and the oppressed, such interventions have helped women discuss individual concerns / aspirations, physical / strategic needs and transform them into group concerns and to build a community perspective for the future. These groups served as a platform for women to raise their voices and demand a share in decision making, be it at household or at

village level.

However, after two years of rehabilitation measures by various philanthropic organisations, NGOs, industries and the state government, there remain a number of villages still living in temporary shelters. The Government of Gujarat provided financial assistance to the earthquake victims in the form of a compensation package to build their own houses. The more influential members of the communities took advantage of these packages and built their own houses. However, the poor and marginalised who are economically vulnerable and weak could not do so with the meagre amount provided by the government. Furthermore, there were a number of households left out in the process of enumeration of earthquake victims by the government. Such groups of people neither received the compensation nor got any help from others. Presently their living conditions are pathetic.

A number of NGOs and other corporate bodies built houses and handed them over to the government. Due to lack of involvement of the community in the decision making around the construction of the new houses, many of these semi-permanent houses remain unoccupied. CASA also handed over 2,229 earthquake resistant houses constructed in the 11 villages supported by ACT, HEKS & MCC to the government / Panchayats. These houses are already occupied .

Construction of Earthquake Resistant Houses at a Glance

	Name of Village	No. of Houses Constructed			
		50 ft ²	40 ft ²	30 fr ²	Total
1	Fadsar	84	165	68	317
2	Fatsar	66	122	64	252
3	Koyali	30	72	98	200
4	Jaliya Dewani	8	49	17	74
5	Kerali	87	120	60	267
6	Jeevapar		116		116
7	Lunva		65		65
8	Gopalnagar		345		345
9	Vadava		66		66
10	Nandgam		405		405
11	Solankinagar		122		122
	Total	275	1647	307	2229

Group Formation: As CASA believes in building homes rather than houses, community based social infrastructures such as Youth Groups (for both boys and girls each 9) and women’s groups (10), were initiated along with the reconstruction programme and through them various livelihood focussed programmes were started up.

The village based, small entrepreneur programmes focus on women and enable them to increase their economic independence. The women have further organised into smaller economic groups based on their needs, namely Self-help Groups. A total of 21 self-help groups have been created in all the villages CASA has been assisting.

Livelihood interventions: CASA has also initiated livelihood programmes in all the villages. The primary objective of the livelihood interventions was to bring the vulnerable groups at par with the rest of the community within the village through enhancing their capacity and providing them with the opportunities to earn their livelihood. Mostly women and youth within the Dalit communities and other vulnerable sections took advantage of CASA’s intervention and started earning a decent income through these activities. The following assistance was provided to a number of beneficiaries: Carpentry (5), Tailoring (14), Embroidery (8),

Electricians (8), Small vendors (80), farm implements (63), milk animals (52), Sheep Rearing (9), Economic Support to Self Help Groups (6), Manure Pits (70) and 10,050 kgs of Seeds.

Capacity Interventions: Community mobilisation and capacity building formed the back-bone of CASA's rehabilitation programme. A number of capacity building interventions were carried out in all the villages to enhance the communities' potential through awareness, knowledge and skills building. These programmes were designed to hear and empower the powerless. During the two year period the status of women and their leadership qualities has increased through their active participation, not only in meetings, but also in taking decisions and involving themselves in running small businesses. The capacity of the newly recruited CASA staff was also enhanced through a total 287 of these programmes: 87 Leadership Development programmes, 63 Skill Development Programmes, 52 training sessions for Self-Help-Groups, 18 entrepreneurship sessions, 14 field exposure visits, 2 staff development programmes, 5 TOT Module development sessions, 11 TOT village preparations, 26 Disaster Preparedness Programmes for villages.

CASA would like to strengthen these inputs through further motivation and sustaining the interest of the people by providing them with guidance and linkages to the existing local resources - mainly government and banks - to maintain sustainability of the community.

Furthermore CASA would like to assist the most vulnerable in one additional village, **Vada**, where they are still waiting to have their houses built. The villagers of Vada, after seeing the rehabilitation work of CASA in the neighbouring villages of Gopalnagar and Nandgam approached CASA for help.

The work in Vada has been delayed as there has been disputes over land and pressure by outsiders on CASA not to provide assistance to the villagers. Presently 175 families are in the process of being allotted housing plots outside the original village.

After the final audit of ASIN-11 CASA has a residual balance of Rs.37,071,648.55 (Approx. US \$780,742). With this balance CASA wishes to carry out a 12-month 'follow up programme' with the main focus on the consolidation of the people's organisations and local Panchayat Raj institutions through intensive capacity building training in the villages where CASA has worked during the rehabilitation phase and the newly proposed village. In this process, some of the recommendations made during the last evaluation will also be addressed.

Locations and Rationale for the Proposed Response

The locations of the proposed programme will be in total 12 villages: 11 villages (**Fadsar, Fatsar, Koyali, Jaliya Dewani, Kerali, Jeevapar, Lunva, Gopalnagar, Vadava, Nandgam and Solankinagar**) in Jamnagar and Kutch district where CASA has been implementing its rehabilitation programme as well as a new village - **Vada** in Anjar taluka, Kutch.

IV. GOAL & OBJECTIVES

Goal

To assist one new village in reconstruction of houses and formation of CBOs as well as to strengthen and bring about self-reliance of the community based organisations thereby enhancing the living situation for the community.

Objectives, Activities and Outputs

	Objective	Activity	Output
1	To enable the minorities and under privileged to have the right of housing.	<ul style="list-style-type: none"> ▪ Reconstruction of 175 houses. 	<ul style="list-style-type: none"> ▪ 175 earthquake resistant houses will be rebuilt.
2	To further strengthen the existing CBO's through capacity building interventions.	<ul style="list-style-type: none"> ▪ Leadership development programme 	<ul style="list-style-type: none"> ▪ 15 leadership development programmes will be organised.
		<ul style="list-style-type: none"> ▪ Awareness building progs on Panchayati Raj. 	<ul style="list-style-type: none"> ▪ 12 awareness building programmes will be conducted to create awareness in the panchayati raj.
		<ul style="list-style-type: none"> ▪ Programmes on skill management 	<ul style="list-style-type: none"> ▪ 12 programme will be conducted on skills management.
		<ul style="list-style-type: none"> ▪ Exposure visits 	<ul style="list-style-type: none"> ▪ 8 exposure visits will be organised.
		<ul style="list-style-type: none"> ▪ Staff capacity building prog 	<ul style="list-style-type: none"> ▪ 5 capacity building programmes will be conducted for staff.
3	To extend support & help various groups for sustainability and self governance.	<ul style="list-style-type: none"> ▪ Institution linkages progs. 	<ul style="list-style-type: none"> ▪ 6 programmes will be organised on institution linkages.
		<ul style="list-style-type: none"> ▪ Programme on self-help groups. 	<ul style="list-style-type: none"> ▪ 12 programmes will be conducted on self-help groups.
		<ul style="list-style-type: none"> ▪ Formation of CBOs 	<ul style="list-style-type: none"> ▪ 3 more groups will be formed (SHG, Mahila Mandal and Youth Group)
4	To create awareness & enhance the capacity of the community on Panchayati raj institution.	<ul style="list-style-type: none"> ▪ Education on voting rights ▪ Skills development on rolls and function of panchayati raj institutions. ▪ Provide information of PRI through posters. 	<ul style="list-style-type: none"> ▪ 33% of the women may be incorporated in the panchayat of the village. ▪ 12 gramsabha meeting will be conducted. ▪ 50% of the target population will be aware of panchayat roll and functions. ▪ 12 panchayats will have enhanced capacity regarding their rolls and functions.

V. TARGETED BENEFICIARIES

Number and Type of Targeted Beneficiaries

In **Vada**, Anjar Taluka of Kutch, CASA will be assisting 175 affected families. The total population of the village is around 700 (175 families) according to government records and comprises 92% Muslims (162 families) and 8% Harijans (13 families). The majority of the families (101) comprise 4 members, while 67 families have 5- 9 members and 7 families have 10 – 12 members. The majority of the population is illiterate.

Out of the 175 families 139 are landless. Of the 36 landholders 28 are marginal farmers and 7 small farmers and of these 23 families possess irrigated land while 13 depend on monsoon rain as the only source of water. Their livelihood depends on live stock such as cows, goats, buffaloes and sheep etc. 8 families are artisans and do Kadai and vanandwork. Normally life for the population of this village is hard, and those without land have to work hard (farm labour) to make ends meet. At the moment they are only working for daily wages in short term employment opportunities provided by the government.

Of the 175 families, 155 Muslim and 10 Harijan families have received government compensation – between Rs. 2000 – Rs. 6000. The villagers have been allocated plots of land for reconstruction of houses some 500

metres from their old village. The villagers have further demanded 15 acres of land from the government and the process of obtaining this is ongoing. Ground water is available for construction.

The members of the already existing 49 Community Based Groups and those from new groups that will be established in 12 villages in Jamnagar and Kutch.

Sr.	Name of Group	No of Groups	No of Group Members
1	Mahila Mandal (Women’s Group)	10	357
2	Yuvak Group	9	245
3	Yuvati Group	9	176
4	Self-help group	21	298
	Total	49	1,076

Criteria used in beneficiary selection

The programme will target beneficiaries from amongst the most vulnerable groups identified on the basis of post earthquake damage and assessment carried out in the field. Priority will be given to the most vulnerable sections among those affected such as women and children.

Primary Stakeholders

These will primarily include the marginalised section of the community who are lagging behind in development and have sustained greater impact due to low coping capacities. These will include marginal and landless farmers, female headed households and households that have lost breadwinners or means to livelihood, children - particularly orphaned children and those with low access to basic services and education, physically or socially challenged groups that have low coping capacities and have thus been rendered incapable of self-recovery after the earthquake. These same groups will, through the developmental transition of the proposed programme, be brought into the mainstream of the development process. The participatory approach taken up, as well as the emphasis on local capacity building, will aim at enhancing internal capacities and reducing dependence on external support.

Secondary Stakeholders

These include primary schools, Panchayati Raj (local self government) institutions, village self help groups, health workers, masons, local NGOs and CBOs, Block Development Officers and District and State level relief, revenue, disaster management and rehabilitation bureaucrats and co-ordinators. Addressing the secondary stakeholders is expected to result in a very impact of the programme through a filter down effect.

Women's Needs

Women's needs are of critical importance in view of the traditional social deprivation faced by them and the devastating impact of the earthquake that has left behind a large number of female headed households.

VI. PROPOSED ACTIVITIES & IMPLEMENTATION

The salient features of the project are to rehabilitate the affected society socially, culturally and economically in a self sustaining environment that includes appropriate housing and civil amenities. It is aimed at making the programme a part of the total development of the affected areas.

RECONSTRUCTION

Vada in Anjar Taluka of Kutch district in Gujarat is 20 kms from Ajnar on Ajnar-Murda State highway. It is a remote village built on hilly and stony terrain with the only means of transportation for the villagers being the bus which runs twice a day. The village was seriously affected by the quake and people were left with no other

option than compensation from the Government. Prior to the earthquake the people were living in semi-Kuchha (mud) houses but ever since the earthquake they have all had to resort to living in tents.

DISASTER RESISTANT HOUSING

Housing programmes in the affected areas need to be taken up using earthquake and cyclone resistant technology with low-cost local material and manpower. The construction activity itself will also create opportunities to employ and train local people as masons. This will be linked to the livelihood programme and will build upon local capacity for housing upgrading beyond the completion of the rehabilitation programme.

CASA will continue to use the services of the Methodist Engineering Company (MEC) for the reconstruction of houses and other proposed infrastructure in Vada village.

The people have obtained land from the government so 175 earthquake resistant houses with an area of 402sq.ft. will be built. The village layout plan – prepared by the villagers, CASA and MEC - has been approved by the appropriate authorities. The plots have been demarcated and the excavation and foundation laying work has started.

The available land does not have the scope to build toilet structures in the backyard. Hence, within the 402sq.ft. house provision will be made for the families to have a toilet as well as bathroom facilities (20.5sq.ft) within the main structure. The leach pit will be constructed outside the house and connected to the structure for disposal of waste.

VILLAGE INFRASTRUCTURE

The old Vada village had a school, an anganwadi (arch with some public facilities over the main village road) and a bus stand etc prior to the earthquake. The school was damaged, and the Lion's Club has built a 3 roomed structure for a school in the old village. People have approached Gujarat authorities to provide electric connections not only for their future houses but also for construction purpose. Since the new Vada layout is on hilly and stony terrain the construction of an internal road will not be possible. CASA would like to provide a new school, panchayat office, entrance gate and an overhead water tank.

School : It is proposed to construct a school in Vada village. This will essentially be a middle school i.e. to 7th standard in order to meet village requirements. The building will have an area of 3,582 sq.ft. with 7 class rooms and 2 small rooms for school office and principal's office. A toilet block for boys and girls will also be constructed. This being a large public building it will be designed as an RCC frame structure, incorporating earthquake and cyclone specifications according to the Indian Standards Code.

Panchayat Office: The panchayat office is essential for the smooth working of the local self-governance mechanism at the village level. It is proposed to construct a two-roomed building with a toilet block measuring 700 sq.ft. of covered area in the village using the same technical specifications that apply to the school building.

Entrance gate: an entrance gate to the new Vada Layout will also be build, and a lump sum has been included in the budget.

Water Supply and Drainage: In order to provide water for the new Vada village it is proposed to construct one water storage tank with a capacity of 30,000 litres. The tank will be a RCC structure with a column footing. In addition an electric motor pump will be installed to lift water from the underground sump to the overhead tank. Due to the difficult terrain water pipelines will not be provided throughout the layout but a few

stand posts will be constructed near the overhead tank for water delivery to the villagers. Therefore a lump sum of Rs.5 lacs is budgeted to meet the cost of the overhead tank, sump, stand posts etc. for the pump and water delivery system.

CONSOLIDATION of COMMUNITY BASED ORGANISATIONS

Earlier in all the programme villages the participation of the community was ensured through a process of involving the community from the inception. The various organised groups such as Village Development Associations (VDA), Mahila Mandals and youth groups will be further strengthened through capacity building in order to sustain their efforts for a longer period. To empower the women 21 self help groups were initiated in all the earlier villages.

In Vada one VDA, one Mahila Mandal, two youth groups and self help groups will be established. After group formation the identified leaders will be developed through HPD interventions to sustain their interest in the whole rehabilitation process.

The two years of rehabilitation proved to be a very short period to mobilise the community in a real sense and sustainability of the groups in the long run was only secondary.

Guided by the availability of funds CASA has been increasing the programme coverage gradually, and the village programmes and community organisation process has been ongoing for varying periods of 12 to 24 months. Consequently, the groups created are in different stages of development. The micro credit groups (Self Help Groups) are also in the primary stage of their existence. Many more groups are to be linked to financial / lending institutions. Therefore a new phase of the programme is envisaged to focus on the following areas:

- Facilitation of strengthening / stabilisation of existing CBO's
- Establishing linkage for the micro-credit groups and strengthening their managerial capacities to access and manage credit facilities
- Establish market accessibility for products of micro enterprises supported by CASA
- Identify and build earthquake resistant houses for vulnerable families who have been denied/ deprived of rehabilitation assistance by the Government / NGO's due to their caste/ religion / class status
- To strengthen Panchayati Raj institutions and participation of women in self-governance.

LIVELIHOOD & SUSTAINABILITY of LIVELIHOOD ACTIVITIES

There is a need for the re-establishment of livelihood security. Activities that need to be taken up include assistance in restoration of economic activities and support to the women and landless labourers in Vada village.

In order to empower women, both young and old, and in order to strengthen their traditional skills and to sustain their families' income, the following income generation activities are planned in the new Vada village:

- two tailoring units
- two embroidery units

Similarly the women will also be supported through:

- two small vending units.
- 20 women will be provided milking animals
- economic support will be given to two SHGs after their formation.

As the majority of the beneficiaries are landless, efforts will be taken to identify the most needy 30 families among the landless category and provide them alternative subsidiary occupations such as a small shop, polishing, flour grinding unit etc. through economic support to 30 landless families

In the other 11 villages small groups have already been established and they will be supported in strengthening their activities for better marketing. Linkages will be made with other groups in Kutch district and efforts will be made to link up these small enterprises with the government resources for sustainability. In order to consolidate the 21 existing SHGs in the other villages an amount of Rs.20,000/- has been budgeted to strengthen their existing activities so that they may increase their production and establish good marketing within the area.

STRENGTHENING of PANCHAYATI RAJ INSTITUTIONS

In all the programme villages as well as neighbouring cluster villages CASA has proposed to undertake capacity building based on the 73rd amendment to strengthen panchayati raj institutions. At the grassroots level this aims to bring about awareness to all the communities about the various provisions available under PIR, such as their voting rights. This will be facilitated through the displaying of posters in the main congregation areas of the villages. Efforts will also be taken to train the elected members about their roles and functions in order to improve the governance of the village. Special focus will be maintained in all the villages to bring potential female leaders into the panchayat outside the existing quota of 33% reserved for women. Other related issues under the provision will also be taken up during the project period.

To achieve the above the following training activities have been included in the budget: 15 sessions on Leadership Development, 12 sessions on Awareness on Panchayati Raj, 12 sessions on Skill management, 6 sessions on Institution Linkages, 5 sessions to build the capacity of the Panchayati Raj Institutions, 15 exposure visits are planned as well as 12 training programmes for the SHGs.

Funds have also been included for the preparation of poster, pamphlets and hand bills on the Panchayati Raj Institutions:

- Awareness of election and post election procedures.
- Awareness on voting rights
- Awareness of franchise – right of voting
- Roles and functioning of Gram Sabhas and Panchayats
- Human Rights
- Entitlements (ration cards, identity)
- 73rd Amendment and women’s reservations in Panchayat

Post Voting Awareness:

- Role of Elected Panchayat Members
- Roles and responsibilities
- Education to all
- 73rd Amendment – how to raise voices

Furthermore a national level workshop on disaster management will be held based on the lessons learned from the relief and rehabilitation programme in Gujarat. For this workshop participants from other NGOs, partner organisations, etc. who have worked in the earthquake relief and rehabilitation will be invited. The workshop is expected to provide experiential learning and identification of issues for future action.

Implementation Description Per Agency

The programme will be implemented in co-operation with partner agencies, both secular and church related organisations. The overall responsibility for the implementation of the various facets of the programme lies with CASA.

CASA has put in place a rehabilitation task force drawn from its Western Zone which has been strengthened by the recruitment of qualified and experienced local staff. For the implementation of this programme a new operational office has been opened in Anjar, close to Gandhidham, to ensure proper field based management and co-ordination. A Project Co-ordinator will be responsible for the overall execution of the work and a Development Officer will oversee the work of the Community Organisers and Field Officers and other support staff. The former field headquarters located at Rajkot has now been closed.

5 sessions for capacity building of the Gujarat field staff are included in the budget. In addition staff / partner capacity building interventions are planned on issues such as SPHERE standards, Water, Local Self Governance, etc. A lump sum has been included under the budget line ‘consultancy’ to cover related costs.

Transition From Relief and Rehabilitation to Long Term Development

The long term rehabilitation agenda items in the programme are aimed at establishing self-sustainable management systems that will continue to operate and grow even beyond the completion of the project. A special component of long term programme security is planned, which will cover participatory and co-operative management of the food and income security programme through self help groups, and empowerment and skills upgrading through a range of training programmes, education and awareness sessions.

VII. ADMINISTRATION, FINANCE, MONITORING & REPORTING

Administration

The CASA Director is co-ordinating the overall operation from Delhi. In this he is being assisted by his staff at the head quarters level, which includes expertise in disaster response, logistics and emergency communications. The overall co-ordination at the zonal level is with the Chief Zonal Officer, Western Zone.

CASA will continue to operate in 2 districts with the existing field based implementation units at the village level and overall co-ordination unit at the Anjar Office. Co-ordination, monitoring, consolidation of reports and accounting will be the main functions of the Anjar office.

The zonal office will continue to carry out the over all co-ordination, monitoring the planned activities through its field visits and consolidate the narrative reports on a quarterly basis for onward submission to the head quarters.

Finance

Accounts will be maintained in the field units and operated by qualified accountants while the entire project accounts will be consolidated at the Anjar office on a monthly basis.

The zonal office will scrutinise the accounts and submit to head quarters on a monthly basis.

The Head Office will prepare quarterly, annual financial reports and with the final audit to be submitted to the ACT Co-ordinating Office along with the narrative reports. The final audit will be done by audit firm **Maheshwar**.

Monitoring and Evaluation

The programme will be constantly monitored to ensure progress according to the planned framework, and also in order to fine-tune it as and when required, based on field responses. The project component implementation will be monitored through time-based check lines for commissioning of physical infrastructure and completion of activities with recorded participation of targeted stakeholders. Progress Assessment Reports will be prepared on a regular basis.

The monitoring will be done through field visits, submission of reports, staff-partner meetings and interaction with beneficiaries. CASA would ensure active involvement and participation of the beneficiaries, partner organisations, Local Government Officials and panchayat leaders in the implementation, monitoring and evaluation of the project activities.

A short final evaluation will be carried out after completion of the project jointly by 'ACT-CASA'. This will be based on physically verifiable indicators for infrastructure development activities. Besides these, perceptual indicators will be derived through a participatory appraisal and evaluation exercise that will be based on community perceptions. A lump sum of Rs. 400,000 has been included in the budget to cover the fees, travel costs and other related expenses of the evaluation team.

In addition CASA plans to carry out a special audit in consultation with the audit firm. A team comprising the appointed auditors and CASA head office finance staff will look into factors related to accountability at the field/site level.

VIII. IMPLEMENTATION TIMETABLE

1 June 2003 to 31 May 2004.

IX. CO-ORDINATION

CASA head quarters will be in touch with ACT and other members of the ACT Alliance working in the operational area such as LWS and UELCI for transparency, information sharing and learning from each others experiences. Linkages with development actors working within the project area pre-exist based on CASA's prior activities and NGO partnerships in the area. CASA has been directly operating development programmes in part of the affected area and has NGO partnerships in other parts since 1993. There are a total of 3 NGO partners in the area who have played an active role in post earthquake relief operations and will continue to provide local institutional support through the rehabilitation phase. Furthermore, CASA will be working in co-ordination with other NGOs and will be networking with them to ensure a co-ordinated implementation of its programmes so as to complement and supplement those being implemented by other agencies.

CASA is already a member of the various Co-ordination Committees where the experiences and plans of the Government and NGO's are being shared on a regular basis. So far, the focus of meetings has been on a more comprehensive and holistic approach to the rehabilitation programme in which the knowledge, experiences and aspirations of the referral community are to be ensured by support organisations. CASA will continue to be a member of the committees for sharing and learning. CASA also see a potential for a future advocacy role being played by these committees.

At the district, block and panchayat levels CASA is in touch with the Government authorities, local panchayat leaders and the NGOs.

X. BUDGET

INCOME RECEIVED- through ACT Network	INR	US\$
Residual Balance of ASIN-11	<u>37,071,648</u>	<u>805,905</u>
TOTAL INCOME	37,071,648	805,905

ESTIMATED EXPENDITURE

<u>Description</u>	<u>Type of Unit</u>	<u>No of Units</u>	<u>Unit Cost INR</u>	<u>Budget INR</u>	<u>Budget US\$</u>
CONSTRUCTION OF HOUSES					
Infrastructure development					
Housing (402 sq ft. structure) incl bathroom/toilet (20.5 sq ft.)	house	175	135,072	23,637,600	513,861
Leach pit for each house	toilet	175	2,525	441,875	9,606
Entrance Gate	lump sum	1	300,000	<u>300,000</u>	<u>6,522</u>
Sub total				24,379,475	529,989
Community Infrastructure					
School school	school	1	1,203,552	1,203,552	26,164
Panchayat Office/Community Centre	P/office	1	235,200	<u>235,200</u>	<u>5,113</u>
Sub total				1,438,752	31,277
Water & Sanitation					
Water Storage reservoirs +sump & drainage pipe	lump sum	1	500,000	<u>500,000</u>	<u>10,870</u>
Sub total				500,000	10,870
SOCIO-ECONOMIC LIVELIHOOD FOCUSED PROGRAMME					
Tailoring units	unit	2	10,000	20,000	435
Embroidery units	unit	2	10,000	20,000	435
Small vending units	unit	2	25,000	50,000	1,087
Milk animals for womens groups	unit	20	10,000	200,000	4,348
Economic support to SHGs (Old)	group	21	20,000	420,000	9,130
Economic support to SHGs (New)	group	2	30,000	60,000	1,304
Economic support 30 landless farmers	group	30	20,000	<u>600,000</u>	<u>13,043</u>
Sub total				1,370,000	29,783
COMMUNITY ORGANISATION & CAPCITY BUILDING					
Leadership Dev Programme	prog	15	3,000	45,000	978
Awareness Prog on Panchayati Raj	prog	12	5,000	60,000	1,304
Programme on Skill Management	prog	12	5,000	60,000	1,304
Staff Capacity Building Programme	prog	5	20,000	100,000	2,174
Institution Linkages Programme	prog	6	5,000	30,000	652
Capacity Building training prog for Panchayati Raj institutions	prog	5	15,000	75,000	1,630
Exposure Visits	prog	15	15,000	225,000	4,891
Programme on Self Help Groups	prog	12	3,000	36,000	783
Poster, Pamphlets, Hand Bills on PRI	lump sum	1	150,000	150,000	3,261
Nat level w/shop Disaster Mgmt	prog	1	400,000	400,000	8,696
Research, study & pub of final doc	lump sum	1	300,000	<u>300,000</u>	<u>6,522</u>
Sub total				1,481,000	32,196

Description	Type of Unit	No of Units	Unit Cost INR	Budget INR	Budget US\$	
PERSONNEL, ADMIN, OPS & OTHER SUPPORT COSTS						
Salaries & benefits						
Coordinator (1)	month	12	8,925	107,100	2,328	
Development Officer (1)	month	12	8,400	100,800	2,191	
Project Engineer (1)	month	12	8,400	100,800	2,191	
Accountant (1)	month	12	5,250	63,000	1,370	
Field Officers (2)	month	24	6,973	167,352	3,638	
Stenographer (1)	month	12	4,437	53,244	1,157	
Community Organiser (6)	month	72	5,072	365,184	7,939	
Support Staff (3)	month	36	4,437	159,732	3,472	
Travel						
Local and Regional travel	month	12	230,000	2,760,000	60,000	
Boarding and Lodging (4 outstation staff & visitors)	month	48	25,000	1,200,000	26,087	
Office operations						
Office rent	month	12	10,000	120,000	2,609	
Office utilities	month	12	8,000	96,000	2,087	
Office Stationary and Supplies	month	12	10,000	<u>120,000</u>	<u>2,609</u>	
Sub Total				5,413,212	117,679	
Communications						
Telephone and Fax	month	12	15,000	180,000	3,913	
Mobile telephone	month	12	10,000	120,000	2,609	
Vehicle Operations						
Fuel & maint 3 utility vehicles	month	36	14,000	504,000	10,957	
Fuel & maint 6 Motor Bikes/Mopeds	month	72	2,500	180,000	3,913	
Other Admin / Support Costs						
Promotion and Visibility	month	12	25,000	<u>300,000</u>	<u>6,522</u>	
Sub total				1,284,000	27,913	
AUDIT & EVALUATION						
Audit of ACT Funds (incl 1 field visit by audit team (3 pers) + bank charges lumpsum				1	200,000	20
Final Evaluation	lumpsum	1	400,000	400,000	8,696	
Consultancy	lumpsum	1	600,000	<u>600,000</u>	<u>13,043</u>	
Sub total				1,200,000	26,087	
TOTAL ESTIMATED EXPENDITURE				37,066,439	805,792	
Less Income				<u>37,071,648</u>	<u>805,905</u>	
BALANCE REQUESTED				+5,209	+113	

Exchange Rate: 1 USD = 46 IRP