



Action by Churches Together

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Coordinating Office

Appeal

Georgia

Rehabilitation – EUGE-31 Appeal Target: US\$ 44,652

Geneva, 9 January 2003

Dear Colleagues,

The earthquake that struck Tbilisi on 25 April 2002 was the worst natural disaster Georgia has experienced in years. Since the death toll was not considered high (6 persons) and because the local government made a promise to assist thousands who lost homes, ACT members did not seek funds for immediate assistance through an ACT appeal.

Since the earthquake occurred, the NGO community has become more concerned about the gaping difference between damage estimates and funding raised for the assistance. In addition, it became obvious that the local government has failed to provide even a minimum assistance to the needy. This has resulted in the recent protests by the thousands affected by the earthquake who took to the streets demanding the delayed help promised by the government.

ACT member **Lazarus** seeks financial support for rehabilitation of two buildings which serve as temporary accommodation for old cases of IDPs in Georgia. As far as humanitarian assistance is concerned, this marginalized category of the population remains a priority to Lazarus. The agency will target IDP settlements given that their plight grows on a daily basis and that the general negligence towards this category of population is not likely to be corrected any time soon.

This appeals has been put together with help and guidance from staff of WCC Eastern Europe 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:

31 March 2003

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

Total Appeal Target(s)	<u>US\$</u> 44,652
<u>Less:</u> Pledges/Contr. Recd.	<u>0</u>
Balance Requested from ACT Network	44,652

Ms. Geneviève Jacques
Director
WCC/Cluster on Relations

Thor-Arne Prois
Director, ACT

Robert Granke
Director
LWF/World Service

Full details of programme and budget are on following pages.

I. REQUESTING ACT MEMBER

➤ Georgian Orthodox Church

II. IMPLEMENTING ACT MEMBER & PARTNER INFORMATION

"**Lazarus**" is the Charitable Foundation of the Georgian Patriarchate, and the implementing agency of its humanitarian assistance programs. Lazarus is the main local partner of WCC and is a registered non-governmental and non-profit organisation which was established in 1994 as the "social arm" of the Georgian Orthodox Church to co-ordinate responses to people in need. Lazarus' aim is to co-ordinate humanitarian aid contributions from both local and international donors and to ensure that assistance reaches beneficiaries directly and effectively.

IOCC - Tbilisi (Georgia) - (Project assistance and technical guidance) - International Orthodox Christian Charities is the official humanitarian organisation of the Orthodox Christians in America and Canada. IOCC is a non-profit humanitarian and development organisation based in Baltimore, Maryland, USA. Established in 1992 by the Standing Conference of Canonical Orthodox Bishops of the Americas, IOCC's Georgia field office was established in 1994. IOCC has worked in partnership with Lazarus since that time, providing emergency food distributions from 1994 to 2002 to over 200,000 people. In addition to supporting the development of Lazarus, IOCC's Georgia field office currently operates a \$600,000 micro-credit program, a 14,000 student school feeding program, an infrastructure rehabilitation program, and several smaller projects. Lazarus is IOCC's main implementing partner in Georgia, and IOCC is committed to Lazarus' further development.

Red Cross Committee (Georgia) - technical assistance for the Project;

Other local organisations assisting in the project implementation include:

- The Ministry of Refugees and Accommodation.
- An engineering/construction company will be chosen through tender.

III. DESCRIPTION OF EMERGENCY SITUATION

Background

In addition to the chronic economic crisis in Georgia, certain political developments have complicated the situation further. The government remains incapable of taking care of the vulnerable population, paying pensions, etc and very few resources are available to respond to emergencies of any kind.

The importance of a social policy increases steadily in the country as tensions escalate, subside, and re-escalate. As usual, the burden of transition falls upon the shoulders of most vulnerable - those who are least able to bear them. The current social system has experienced no significant improvement, remaining ineffective in guaranteeing a safety net for the poor. Rampant corruption has impeded progress in all economic and social sectors.

Against this backdrop, on 25 April 2002, at 22:41 local time, Tbilisi was hit by an earthquake registering a magnitude of 6 at the epicenter (for more details visit web page <http://www.ggs.org.ge/>).

The single large tremor of this earthquake, with its epicentre near the Tbilisi Sea reservoir just outside the city, damaged thousands of buildings in Tbilisi. Fifty-six of these suffered II degree damage, as assessed by local officials, but are still being used as shelters housing 5,916 IDPs from Abkhazia. (On

this scale, a II degree building is damaged to the point of being potentially dangerous for inhabitants, (but is still repairable) In addition to these people, an additional 251 are still living in buildings assessed as having suffered III degree damage. (III degree damage means that the building must be completely rebuilt, as it could collapse without warning.)

UNICEF, UMCOR, and UNWFP provided an immediate response in the form of tents, beds, rugs, bed-linen, blankets, and food for IDP families who were evacuated from collective centres in the Tbilisi Sea area following the earthquake. Many of the evacuees have since returned to the buildings despite the danger.

Impact On Human Lives

The earthquake took place not too late at night, and fortunately there were only 6 reported deaths. The earthquake did however damage or render unsafe 15,000 residential buildings, and a considerable number of civil buildings. 350 families lost their homes and became IDP's, 27 churches were damaged, as well as 110 schools, and 77 collective centres where IDP's had been living previously. 160 IDP families became homeless for the second time. Of forty-nine IDP collective centres assessed in Tbilisi, 4 were categorized as having suffered III degree damage, meaning that they are no longer habitable, and are on the verge of collapse. Consequently, 143 families (7,579 persons) were left homeless and evacuated into tents. However, many of them have since returned to the buildings despite the fact that they are dangerous, because there is no other place for them to go.

Description of Damages

Additional information was recently made public by the Ministry:

19,235 single family houses have been assessed for damage by the Tbilisi Mayor's office and the emergency response group created by the Ministry of Urbanization and Reconstruction.

Of the 19,235 buildings,

- 4,952 fall within the category I meaning there was only minor damages
- 12,126 fall within category II meaning there are major damages, but repairs are possible and the buildings can be made structurally sound again.
- 2,034 fall within category III meaning that the buildings are uninhabitable and must be demolished and rebuilt.

In addition, 202 schools were assessed. Of these,

- ♣ 98 fall into category I
- ♣ 97 fall into category II and
- ♣ 7 fall into category III.

161 kindergartens were assessed. Of these,

- ♣ 79 were in category I
- ♣ 74 were in category II and
- ♣ 8 were in category III.

370 prisons were assessed, as well as 76 Hospitals, 27 churches, and 467 architectural monuments, almost all are in need of repair.

About 600 families were provided with new apartments by the government as of 10 September (these families do not include IDP's). Rapid repairs were made to 25 schools to make them safe to open for the start of the school year.

Locations for Proposed Response

IDP settlements will be targeted as one of Lazarus' priorities are IDP problems (Lazarus has ongoing community development projects for IDPs). Lazarus aims to organise the reconstruction of two damaged IDP's settlements, which suffered category II damages due to the earthquake. The preliminary study of the situation has shown that it's possible to strengthen them and make them suitable for living. The IDP's have been living in these settlements for 10 years. During the last twelve months Lazarus has been working on a development project with the IDPs and this was interrupted by the earthquake. All these buildings are situated in the Didube-Chugureti region of the earthquake's epicentre area.

Disaster and Emergency Statistics

Regarding damage to IDP centres, the UN and other NGOs have relied on the information provided by the Management Group for Extreme Situations established within the Ministry of Urbanisation and Reconstruction in response to the earthquake. The Ministry of Refugees and Accommodation is represented in this group. According to their assessments, the government should take responsibility for the victims, and especially for refugees, but little has been accomplished beyond the assessments.

IV. GOAL & OBJECTIVES

Goal: The goal of the project is to preserve the lives of the IDP's by making the buildings they live in structurally sound. 5,619 IDP's live in buildings that suffered II degree damage and received no assistance thereafter. In consultation with the Ministry's group and with professional technical advice, for the first stage, Lazarus has chosen 2 IDP buildings housing 146 IDP's. Lazarus will carry out technical interventions to strengthen the structures of these buildings and also re-roof them.

Objective

- Provide building materials and technical know-how to repair two buildings housing IDPs and make them structurally safe.

V. TARGETED BENEFICIARIES

The government is unable to guarantee housing to earthquake – affected IDPs, or even to repair the IDP centers and it is clear that NGO's and other organizations will have to step in. The target for this project includes IDP families and many of the families are "extended families" living together. This means that everyone from the elderly to the new born will benefit from the project. Generally, IDPs have very few resources, and are not offered permanent housing by the government, in the hopes that they will someday be returned to Abkhazia. Lazarus plans to make 2 shelters structurally sound where 146 IDP's are living (38 families)

Criteria

- The IDP's themselves have requested repairs to their buildings in preference to other forms of assistance. They believe that they will never be moved to more suitable housing, even if their building collapses. In fact, in several cases the residents of buildings assessed as III category (need to be replaced, not repaired, and are on the verge of collapse) have returned to their buildings despite the danger, after having been evacuated previously.
- According to professional technical calculations, the cost of replacing III category buildings is prohibitive for Lazarus. Therefore, II category buildings are being considered.
- Lazarus, in consultation with the Ministry and technical specialists, identified a number of buildings for which the resources to be made available could make a significant difference. 4 buildings were suitable, and 2 were chosen because they are small enough to benefit from the resources available,

and they house the most people. All four of the buildings under consideration are in the same general condition.

Number of Targeted Beneficiaries According to Proposed Assistance

38 families (around 146 persons) live in the chosen buildings. Ten families are currently living in the first building despite the danger. These families comprise 22 women, 19 men, 9 children, and 3 elderly persons. In the second building, there are 24 families comprising 36 women, 37 men, 16 children, and 4 elderly persons.

VI. PROPOSED EMERGENCY ASSISTANCE & IMPLEMENTATION

Technical specialists have provided information on certain types of equipment that can be installed to prevent further deterioration and to make some improvement in damaged buildings. Steel tie-rods which are strung through a room to hold the outer walls in place will be installed, cracks will be patched to prevent deterioration, and the roofs will be repaired or replaced to avoid further serious water damage.

Implementation Description Per Activity

- Required Personnel: Lazarus Project Manager, construction company, Technical Advisor.
- External Support Required: Technical Advisor provided by Patriarchate
- In – Kind Assistance or Donated Items: the Ministry has provided technical plans for the buildings. Also, the construction company should employ the IDP's themselves as paid labourers.
- Procurement Process: The company, chosen by tender, will be required to include in their work plan methods for acquiring needed materials, their costs, and methods of delivery

At the beginning of the work it will be necessary to organise information sessions with the inhabitants along with a member of the Ministry for Refugees and Accommodation. It is important that residents understand that only structural work will be carried out (no cosmetic remodelling), and that they should be tolerant of the intrusion into their daily lives required by the work.

The process of the working project is divided into:

- The beginning of project: conclude agreements between the partners of the project, agreements between The Ministry for Refugees and Accommodation and the government departments with actual title to the buildings (in theory, the Ministry of Education and Tbilisi Municipality, though the buildings have housed IDP's for many years) and between Lazarus partners.
- Prepare technical documents and construction plans and work out the forms of monitoring and evaluation.
- To prepare for competitive bids:
 - Create specifications for work to be performed and advertise the tender.
 - Prepare the draft agreements and tender terms
 - Consultations with legal advisors regarding construction contracts, legal liabilities, responsibilities of the parties, etc.
 - Written records will be kept of the bidding process, (times and dates bids are received from companies, minutes of the opening of the bids [during which all bidders are present], of any discussions about the bids, and of the final decision). This will be verified by the signature of every member of the commission.
- Commencement of work: The agreement will be signed, according to the Bank guarantee provided by the winner. A negotiated portion of the funds (not to exceed 50% of the money at hand) will be advanced and the construction company will start work.

- Working process: Monitoring of both the materials and the progress and quality of work - at the completion of each phase, monitoring reports will be completed. Any interested party (Georgian government structures, Patriarchate, IDP committees, IOCC, WCC, UN, etc.), will be able to participate in project monitoring as they choose.
- Completion of work: the Technical Advisor will inspect the work. A three-party assessment of the work will be made and provide a basis for legal completion
- The final report of the project will be prepared by Lazarus and reviewed as requested. An audit can be undertaken if funds are available.

If any funds remain after the completion of this program, other activities will be implemented to improve the conditions of the IDPs.

During the project implementation, Lazarus will continue to investigate the possibilities of continuing such work and will try and arrange the repair of other buildings. Beyond this, Lazarus will look toward more development activities such as their current IDP employment and income generation activities and other community mobilisation activities.

VII. ADMINISTRATION, FINANCE, MONITORING & REPORTING

Position	Responsibilities	Tasks
Co-ordinator of the Project	Managing of the project Co-ordination of partners Supervision of all monitoring activities The preparation of reports and evaluations of the project. Financial monitoring	Address potential obstacles Supervise quality and correctness of the completion of required tasks. Prepare the necessary documents for the project.
Administrator and Accountant of the Project	To prepare pre-implementation project documents To provide communications assistance To provide correspondence and record-keeping assistance Daily financial operations	Prepare current documents in the office Complete forms correspondence Prepare agreements Keep minutes and all documents pertaining to the competition.
Information Officer of the Project	Information gathering, analysis, and report preparation, etc., through visiting work site, interviewing beneficiaries of the project, etc. maintains relations with target group; Distribution of information booklets.	Collect and analyse the information about the current project Prepare reports.
Technical Advisor of the Project	To prepare, review, and assess technical documents; Monitoring the construction work	Address obstacles faced in the practical work Monitor progress and quality of practical work.
Driver	Operate and maintain Lazarus staff vehicle	

Finance

All major financial transactions will be handled by bank transfer. Lazarus will open an additional bank account exclusively for this project. Accounting will be maintained according to donor standards. Financial reports will be made at least each month, or as requested by the donors or other relevant parties. The insurance of the transferred money will be a bank guarantee provided by the construction company.

Lazarus financial documents will require both the Co-ordinator and Accountant's signatures for authentication. Money transfer documents must be authenticated by the bank, and monthly statements will be required for reconciliation.

The car expenses (fuel and depreciation) will be defined by mileage as recorded and verified in Lazarus' standard vehicle log sheets.

The payment of the wages and the control of working hours will be done according to the time sheet (IOCC-Lazarus standard).

Monitoring

Prior to project implementation the Technical Advisor will inspect the construction company's work plan, the building itself, and other issues to ensure that all preparations are appropriate to the tasks.

The technical advisor, or his appointee, and the Information Officer will visit the work sites during construction to ensure that work is progressing properly and according to schedule. The information Officer will also interview the residents of the building, and the Technical Advisor will inspect the work performed for quality and compliance with acceptable standards. The results of these visits will be made available to relevant parties, and observers may be invited to attend. In addition, IOCC will periodically follow up on the project to provide any requested technical assistance or consultation to Lazarus staff.

VIII. IMPLEMENTATION TIMETABLE

The Project implementation period (January-April) covers wintertime, but in Georgia, the construction season goes on through the year.

Description of Activity	Month 1				Month 2				Month 3			
	I	II	III	IV	I	II	III	IV	I	II	III	IV
<i>The beginning of the project</i>	X											
<i>Preparation of technical documentation</i>	X	X										
<i>Call for bids and determination of the winner</i>		X	X	X								
<i>Start of Work</i>					X	X	X	X	X	X		
<i>Monitoring</i>					X	X	X	X	X	X		
<i>Evaluation</i>						X		X		X		
<i>Last Evaluation</i>											X	
<i>Final Report</i>												X

IX. CO-ORDINATION

Lazarus has been in consultation with the Ministries for Refugees and Accommodation and for Reconstruction and Urbanization from the beginning. In addition, WCC and IOCC are providing technical assistance. Also, Lazarus has consulted with specialists from the Georgian Technical University Construction Institute, the Georgian Social Investment Fund, the Cultural Heritage Fund, ICRC's specialists, UNDP, Save the Children, and others who have worked on issues for this community previously.

During the course of this project, Lazarus intends to maintain close contacts with the relevant Georgian government bodies, the technical advisors, etc. Lazarus will co-ordinate the monitoring of WCC, IOCC, the Georgian government, and will monitor the work of the Construction Company, etc. It is not anticipated at this time that there will be any other NGO's involved in the project, but Lazarus remains open to possibilities for co-operation.

X. BUDGET

ESTIMATED EXPENDITURE

<u>Description</u>	<u>Type of Unit</u>	<u>No of Units</u>	<u>Unit Cost US\$</u>	<u>Budget US\$</u>
DIRECT ASSISTANCE				
Crisis Phase				
Structural repair	Building	1	17,000	17,000
Structural repair	Building	1	22000	22,000
Technical Consultant and Monitoring	Monthly	6	320	<u>1,920</u>
Sub total				40,920
PERSONNEL, ADMIN., OPERATIONS & OTHER SUPPORT COSTS				
Staff Salaries & Benefits				
Director (10%)	Month	6	40	240
Coordinator (100%)	Month	6	160	960
Administrator&Accountant (100%)	Month	6	160	960
Information Officer (100%)	Month	6	95	570
Office Operations costs				
Office Stationary & Supplies	Month	6	12	72
Vehicle Operations costs				
Fuel (Gasoline & Diesel)	Month	6	41	246
Communications costs				
Telephone and Fax	Month	6	30	180
Electronic Mail	Month	6	18	108
Other Adm. & Oper. Support costs				
Bank charge (0,09%)	Period	1	396	<u>396</u>
Sub total				3,732
TOTAL ESTIMATED EXPENDITURE				<u>44,652</u>