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Coordinating Office

Appeal

Bangladesh

Assistance to Flood Affected ASBD41 (Revision 1)

Appeal Target: US\$ 544,854

Balance Requested from ACT Alliance: US\$ 421,236

Geneva, 5 August 2004

Dear Colleagues,

Bangladesh has been in the grip of floods for more than a month following heavy monsoon rains and an onrush of water from the hilly regions across the border. This has resulted in a rise of water levels in the major rivers inundating vast areas. A total of 261 sub districts of 40 districts have been severely affected. Already about 33 million people have been affected by the floods, with the numbers still growing. The weather forecast shows no respite and all signs point towards a prolonged flood.

The deluge has washed away thousands of houses leaving people homeless. Families have taken shelter on boats and on any available high ground, highways, embankments, schools and government buildings, leaving the majority living exposed to the elements – drenched by the monsoon rains or scorched under the sun. The affected people are facing an acute shortage of food, shelter, clothing, medicine, safe drinking water and other essential life support. Damage to crops and livestock is extensive and there is a fodder crisis in the northern and north-eastern districts.

ACT members in Bangladesh are already responding to the vast needs in their respective working areas with own means as well as implementing the joint relief programme under this appeal. However, as so many people are affected the ACT members discussed further responses, related to the needs in their working areas and the capacities of the respective members. Therefore this is revised to include additional responses from ACT members **Christian Commission for Development in Bangladesh (CCDB)** and **KOINONIA**. They plan to assist additional numbers of the most vulnerable families by providing basic necessities such as food, shelter, mosquito nets, livelihood support and grants for house repairs.

The ACT Co-ordinating Office is in contact with the other ACT members about further responses. For the Joint Proposal mentioned under this appeal we refer to the original Appeal issued on 22 July 2004.

ACT is a global alliance of churches and related agencies working to save lives and support communities in emergencies worldwide.

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

Project Completion Date:

Initial joint emergency phase - 31 August 2004
 CCDB - 31 January 2005
 KOINONIA - 31 October 2004

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

	RDRS Joint Appeal	CCDB	KOINONIA	ACT CO	Unear- marked	Targets US\$
Appeal Targets	87,167	296,729	157,958	3,000		544,854
Less: Pledges/Contr Recd	89,012	0	0	0	34,606	123,618
Balance Requested from ACT Alliance	-1,845	296,729	157,958	3,000	-34,606	421,236

NB: An additional amount of US\$ 3,000 has been added for ACT co-ordination/communication.

Thor-Arne Prois
 Director, ACT Co-ordinating Office

Full details of programmes and budgets are on following pages.

BACKGROUND

Background

Bangladesh has been in the grip of floods for more than a month following heavy monsoon rains and an onrush of water from the hilly regions across the boarder. This has resulted in a rise of water levels in the major rivers inundating vast areas. A total of 261 sub districts of 40 districts have been severely affected. Already about 33 million people have been affected by the floods, with the numbers growing day by day.

The deluge has washed away thousands of houses leaving people homeless. Many of the flood affected families have taken shelter on boats, on any available high ground like highways, embankments, in schools and government buildings. The majority are living exposed to the elements – drenched by the monsoon rains or scorched under the sun. The army has been deployed in some of the worst affected areas for rescue operations. The affected people are facing an acute shortage of food, shelter, clothing, medicine, safe drinking water and other essential life support. Damage to crops and livestock is extensive and there is a fodder crisis in the northern and north-eastern districts. The prices of daily necessities have already gone beyond the purchasing capacity of 30-40 percent of the worst hit section of the poor people. The most vulnerable of the flood victims have been exposed to scarcity of food and medicine. The raging floods have damaged educational institutions and affected hundreds of kilometres of roads and highways and a large number of bridges and culverts.

The overall flood situation has continued to deteriorate following heavy downpours and a continuous onrush of water from across the boarder in the north from India and Nepal. While there has been improvement in some areas in the north and north east, the situation in many areas, including the central part of the country, is worsening. The districts around Dhaka have been flooded and one third of Dhaka city itself has been affected. Such prolonged flooding is unprecedented and the situation, which had been alternately improving and deteriorating, has suddenly taken a turn for the worse. Roads and railway tracks in many parts of the country are totally under water.

The weather forecast shows no respite and all signs point towards a prolonged flood (as per the normal cycle). The Government, welcomes any international assistance provided and is encouraging the UN and the NGO community to support the Government's relief and particularly, the recovery and rehabilitation efforts. The Ministry of Food and Disaster Management (MFDM) NGO Affairs Bureau has expedited some of the project registration procedures, in order to facilitate NGO action in the field.

Disaster and Emergency Statistics as of 2 August 2004

Affected districts	40
Affected sub-districts	261
Affected area	29,335 sq km
Families affected	6,544,950
People affected	33,335,943
Crop damaged (fully)	1,454,921 acres of land
Crop damaged (partly)	1,202,950 acres of land
Death	589
Livestock killed	20,663
Road damaged (fully)	12,603 k.m.
Road damaged (partly)	41,485 k.m.
Bridge & Culvert damaged	5,335
Education Institution damaged (fully)	1,225
Education Institution damaged (partly)	23,188
House damaged (fully)	8,59,486
House damaged (partly)	32,15,646

Dams	3,030 k.m.
Flood shelter open	4,994
People in flood shelter	14,96,459

I. REQUESTING ACT MEMBER INFORMATION

- **Christian Commission for Development in Bangladesh (CCDB)**

II. IMPLEMENTING ACT MEMBER & PARTNER INFORMATION

The origins of the **Christian Commission for Development in Bangladesh (CCDB)** can be traced back to the Bangladesh Ecumenical Relief and Rehabilitation Services (BERRS) launched by the World Council of Churches (WCC) in 1972 to address the relief and rehabilitation needs of the people.

The experiences of relief and rehabilitation work of BERRS led to the realisation that there was a need for long-term development programs so that the effect of short term relief measures could be sustained. The increasing poverty and misery of the people in a newly born nation necessitated a long term development activity. CCDB emerged as a development organisation in early 1973 as a successor of BERRS. The organisation was initially involved in relief, rehabilitation and reconstruction work till mid 1974. Later on the programs were designed to promote community development with a focus on human resources development for achieving collective growth, distributive justice and self reliance. Since inception CCDB has been responding all the major disasters in the country.

CCDB co-ordinates a network of 46 agencies in disaster preparedness activities, including training of volunteers, training of trainers, emergency management and emergency stockpiling. CCDB has a reputation of being prepared, organised and efficient while remaining flexible, responsive and compassionate towards the communities with whom it works in times of calamity. As an organisation it is conscious of and sensitive to the trauma that disaster leaves in its wake among the communities involved and among the volunteers and professionals who respond to the needs of their fellow countrymen and women.

III. EMERGENCY SITUATION in AREA of RESPONSE

The Bangladesh Government has opened relief camps in several places. Meanwhile national and international NGOs including CCDB have started emergency relief operations in some of their respective project areas.

At present the affected people need food, shelter, clothing and medical assistance. Once the situation has improved somewhat people will need housing, agriculture and livelihood assistance as well as winter clothing.

Staff from CCDB central office returning from the field report that about 90% of the mud houses have collapsed and the standing crops in most of the affected areas have been totally destroyed. Hundreds of thousands of people are now displaced and in dire need of shelter, water, food, clothing and medical assistance. The majority of the victims are poor sharecroppers and agricultural labourers who are without any means of income and with no resources to fall back on. They are passing their days in the open air, either drenched in the rain or scorched in the heat of the sun. For the most vulnerable, their survival is at

stake. CCDB's field visits and reports from projects indicate that such large scale flooding and destruction of property and crops has already drastically disrupted the normal socio-economic life of thousands of affected people and they will have to bear the consequences for a long period of time.

CCDB's Response

CCDB, using its own resources, started emergency relief assistance in the last week of June in some of its severely hit project areas. A total of 3,680 families have been supported with high protein biscuits, clothing and plastic sheets. With the initial support received from ACT, CCDB has started to further support a total of 2,000 families with emergency food.

CCDB is planning to assist a total of 52,500 families: 27,500 under this ACT Appeal and another 25,000 families with Christian Aid support.

Locations for Proposed Response

ACT-CCDB proposes to undertake emergency relief and rehabilitation activities in ten thana (sub districts) of five severely affected areas of **Pabna, Manikganj, Barisal, Noagaon and Gopalganj districts** where CCDB has ongoing projects.

District	Upazilla (sub-district)
Pabna	Sujanagar, Sadar
Manikganj	Shivalaya, Harirampur
Barisal	Gournadi, Agoiljhara
Gopalganj	Kotalipara, Moksedpur, Sadar
Noagaon	Manda

Current Security Situation

There are currently no security problems. In some areas the army has been engaged for rescue and emergency relief operations. The local government officials have ensured that law and order remains in tact and CCDB operational areas are accessible road and by boat.

III. GOAL AND OBJECTIVES

Goal : To alleviate the sufferings of the most vulnerable families by providing basic necessities such as emergency food and shelter and also assist with re-establishment of livelihood.

Objectives

- To provide emergency food assistance to a total of 15,000 (fifteen thousand) families.
- To provide clothing to 4,000 children, 4,000 women and 2,000 men.
- To create 22,500 person-days of immediate work - earth cutting, raising of homesteads and roads, waterway cleaning, etc., with particular emphasis on job creation for women.
- To provide partial housing assistance to 2,800 families.
- To provide quick growing vegetable seeds to 12,500 (twelve thousand and five hundred) affected and marginalised farmers.

IV. TARGETED BENEFICIARIES

The major aim of the program is provision of emergency assistance to flood affected families. The targeted beneficiaries are the most vulnerable and severely affected people: the very poor, the destitute, the women and widows who are not able to recover the loss of whatever little they possessed. A total of 27,500 flood affected families are expected to be supported through the program. The beneficiaries will be identified through a Rapid Assessment Survey. In this survey local leaders, CCDB Forum Members,

community people and local government officials will be involved. A set of principles has been developed for this joint exercise. A standard survey questionnaire will be used and the survey teams will be formed with representatives of CCDB, Forum and Union Council members. Before finalising, the list of beneficiaries will be compared with the list of severely affected families prepared by the local government.

Criteria for Beneficiary selection.

- Poor, who have been affected by the recent flood.
- Landless, marginal farmers and day labourers.
- Those who have less than 1 acre of land
- Job less / unemployed
- Living in kutcha (mud) house, now damaged/destroyed
- Unable to repair / build house with own resources
- Unable to recover losses
- Vegetable garden / standing crops totally damaged
- Special attention will be given to women, widows, children, the elderly and disabled.

Number of Targeted beneficiaries According to proposed assistance.

Sl. No.	Proposed activities	Number of beneficiaries
1.	Emergency Food Assistance	15,000 families
2.	Clothing women 4,000 Men 2,000 Children 4,000	4,000 families
4.	Partial housing assistance	2,800 families
7.	Job creation	4,500 person/families
8.	Vegetable seeds	12,500 families

V. PROPOSED EMERGENCY ASSISTANCE & IMPLEMENTATION

Description of Assistance

CCDB will provide Food, Clothing (for women, men, and children), Vegetable seeds, Job creation and Partial housing support

Implementation Description Per Activity

Food

The food assistance component covers basic needs of the flood victims who had to leave their houses and seek shelter elsewhere – many in the open. Under this component a total of 15,000 flood affected families will be assisted. Each family will be supported with 12 kgs of food to survive at least for a week:

Items	Quantity
Rice	7 Kgs.
Lentil	2 Kg.
Potato	2 kgs.
Salt	1 Kgs.
Gunny bags / packing mat.	2 bags

CLOTHING

4,000 women, 2,000 men and 4,000 children will be provided with basic clothing.

The Clothing - Sarees for women, Lungis for men – will be purchased from the open market. The children's garments will be purchased from women trained under other CCDB projects.

WINTER VEGETABLE SEEDS

12,500 Poor and marginalised farmer families will be provided with quick growing vegetable seeds (one packet per family) to enable them to harvest any early winter crop and recover some of the losses incurred during the current flooding. The assistance provided for various vegetable seeds, will be within Taka 60 per family. The seeds will be distributed once the flood waters have receded and land can again be worked on and cultivated.

Each packet will contain 7 kinds of vegetable seeds e.g

a. Spinach –	40 gms.
b. Read leafy vegetable –	40 gms.
c. long beans-	30 gms.
d. Pumpkin –	10 gms.
e. Okra-	40 gms.
f. Gourd-	10 gms.
g. Radish-	<u>30 gms.</u>
Total	200 gms.

JOB CREATION

The main objective of this component is to create immediate paid employment for the flood victims by engaging them in flood mitigation activities like raising of homesteads above the present flood level and public works serving the community. Through this work homesteads, public places - school grounds, rural roads, etc, will be raised above the present flood level so that people can take shelter during any future floods. The Community will take responsibility for its maintenance. Appropriate homestead and public places (school ground, rural road, etc.) will be selected through the Rapid Assessment Survey

Under this component immediate employment opportunities will be created for 22,500 person-days by involving a total of 4,500 persons in 5 days of work each. The estimated wage per person per day is Taka 90. The general selection criteria will be used. Women are to be given preference for earth work. However, if a specific activity calls for male participation, they will be considered.

- A prescribed coupon will be used for identification of people for paid employment. The type of work, place and date(s), number of days of work etc. will be clearly indicated in the coupon.
- Accepted local or national working hours are to be set for paid employment.
- At least one able person from a family is to be taken for paid employment. Each person will be given Taka 90 (ninety) per day's work.
- For earth cutting work, measurement is to be taken both before and after the work.
- Wages are to paid on a daily basis after filling in CCDB prescribed form, by taking thumb impression.
- Care must be taken when taking thumb impression on the master roll. The master roll is to be authenticated/attached by the local Government Official /Union council chairman.

PARTIAL HOUSING SUPPORT

The partial housing assistance component is looked upon as a basic need of flood victims who have lost their houses. The purpose of providing partial housing assistance to help people to have a secure base from which they can undertake other rehabilitation activities. Under this component a total of 2,800 poor affected families will be assisted. Each family will be supported with Taka 3,000 so that they can buy materials as well as build/repair houses, which will include carpenter costs. Since this is a partial

support the owner will utilise his/her resources as well. Past experience has shown that the nature of housing support varies greatly from family to family, therefore it has been decided to provide this as a grant, which will be paid in two instalments as follows:

- a) Each family will be paid Tk 2000 as a first instalment to procure wood, bamboo, roofing materials, rope, nail, screw and hire carpenter etc. As soon as the payment is made, the beneficiary will start making the structure for the house.
- b) The family should complete the structure in 20 days, if this is not the case, the final instalment may be withdrawn.
- c) On successful completion of the structural work verified by the CCDB staff the family shall be given the rest of the money - Tk 1,000 - to complete the repair work.

Preference will be given to families headed by women, particularly widows and divorced women. A list of those persons to receive housing assistance will be prepared prior to extending the assistance. Each of the selected beneficiaries will be issued a coupon to collect assistance from the distribution centres which will be established within reach of the communities to be assisted.

Implementation

The CCDB Disaster Preparedness Program (DPP) unit will be responsible for the overall management and implementation of the program. The program will be implemented in CCDB's ongoing project locations. Existing project staff will be involved to implementing the program. However, a total of 25 volunteers will be engaged to support the project staff. CCDB central Co-ordination Cell will extend necessary support to DPP as and when required. The program will be implemented in consultation with district and *thana* administration. Since the programme will be implemented in the CCDB programme areas there are no staff salaries included in the budget.

Purchase:

- CCDB has its own purchase policy, which will be followed.
- A three-member procurement committee will be constituted drawing at least one staff member from administration, finance and emergency desks ;
- The procurement of materials will be done on a competitive basis;
- Local procurement will be given priority where feasible;
- The problem of transportation will be given due consideration in cases where procurement may need to be done centrally;
- The quality of the relief materials will be upheld;
- Wherever possible procurement will be done from government stores / department;
- In the case of seed purchase the germination certificate will be obtained from the standard seed processing and testing centre, Government of Bangladesh.

Transportation of materials

The materials procured centrally will be sent immediately to different project locations using hired trucks. In the operation area country boats and bullock carts will be utilised to transport the materials to the distribution points. The materials will be stored at CCDB project go-downs (warehouses) specially reorganised for storage of emergency materials.

Priority setting

In case the budget is not fully covered, the physical (family) coverage will be reduced and/or the quantity of support will be adjusted. However, the current situation demands implementation of all the proposed activities in full and even more.

Transition From Emergency

CCDB foresees a longer term rehabilitation program (18-24 months) to help the most affected people to re-establish livelihood. This will be a separate program and will not be a part of CCDB's regular development programmes.

VI. ADMINISTRATION, FINANCE, MONITORING, REPORTING

The overall management of the program will be the responsibility of CCDB Disaster Preparedness Program (DPP). The responsibilities of the CCDB central co-ordination cell will include formulation of program proposal, seeking of approval, liaison, mobilisation of resources, recruitment and placement of staff, links, financing, channelling of funds, monitoring and stewardship of funds. There will be one Program Co-ordinator at the central level to co-ordinate the program activities. The central Co-ordination cell will monitor the program information fortnightly and provide policy intervention if required. The field level decisions will be made by the project co-ordinator following the agreed policies and procedures in consultation with the central office and other relevant stake holders.

The monitoring tools will include fortnightly and monthly reports. A final report will be prepared at the end of the program and shared with ACT.

Apart from the regular reporting, periodical visits will be conducted from the central co-ordination cell and from the field level to assess the progress of activities. Monthly co-ordination meetings will also be held to review the progress and identify future action.

Reporting Schedule

First interim report - 15 November 2004

Final narrative and financial reports to be received by ACT CO within three months of closing date of 31 January 2005.

VII. IMPLEMENTATION TIMETABLE

The CCDB programme will be implemented within a period of five to six months.

Activities	Months				
	1 st	2 nd	3 rd	4 th	5 th
Preparatory activities	X				
Deployment of staff	X	X			
Identification of reference people	X	X	X		
Procurement/Arrangement of materials	X	X	X		
Distribution of food	X				
Distribution of clothing	X				
Job creation		X	X	X	
Winter Vegetable Seed		X	X		
Housing assistance		X	X	X	
Terminal reporting					X

VIII. CO-ORDINATION

CCDB takes part in several co-ordination platforms at National level, including government agencies, UN and INGOs and local NGOs. Co-ordination between the ACT members will be done at Dhaka level.

IX. BUDGET**ESTIMATED EXPENDITURE FOR CCDB**

<u>Description</u>	<u>Unit Type</u> <u>Unit</u>	<u>No of</u> <u>Units</u>	<u>Unit Cost</u> <u>BDT</u>	<u>Budget</u> <u>BDT</u>	<u>Budget</u> <u>USD</u>
Direct Assistance					
A. Food					
Rice (7 kg per Family)	Kg	105,000	17	1,785,000	29,750
Pulses (2 kg per Family)	Kg	30,000	46	1,380,000	23,000
Salt (1 kg per family)	Kg	15,000	12	180,000	3,000
Potato (2 kg per Family)	Kg	30,000	13	<u>390,000</u>	<u>6,500</u>
Sub total				3,735,000	62,250
B. Partial Housing Assistance					
2,800 families	Tk.	2,800	3,000	8,400,000	140,000
C. Vegetable Seed Assistance					
12,500 farming families	Gms	12,500	60	750,000	12,500
D. Clothing Assistance to 4000 families					
Womens Wear	Pcs	4,000	190	760,000	12,667
Men's Wear	Pcs	2,000	100	200,000	3,333
Children Wear	Pcs	4,000	100	<u>400,000</u>	<u>6,667</u>
				1,360,000	22,667
E. Job Creation for 4500 persons					
	Person day	22,500	90	2,025,000	33,750
Direct Support Costs					
Volunteers (25)	Month	4	62,500	250,000	4,167
Support costs	Lump sum			400,000	6,667
Food & meeting expenses	Lump sum			<u>42,500</u>	<u>708</u>
Sub total				692,500	11,542
TOTAL DIRECT ASSISTANCE & SUPPORT				<u>16,962,500</u>	<u>282,708</u>
II. Material Packing and Transport					
Packing materials - Gunny bag	Piece	30,000	10	300,000	5,000
Transportation, Loading & Unloading Truck		41	7,500	307,500	5,125
Local transport (boats & bullock carts)	Lump sum			45,000	750
Loading & unloading labour charges	Lump sum			50,000	833
Sub total				702,500	11,708
Overheads					
Travel, incl monitoring	Lump sum			58,750	979
Office costs, stationary, printing, tel,	Lump sum			<u>50,000</u>	<u>833</u>
Sub total				108,750	1,813
Auditing					
Audit fees				30,000	500
TOTAL EXPENDITURE				<u>17,803,750</u>	<u>296,729</u>

Exchange Rate: 1 USD = 60

I. REQUESTING ACT MEMBER INFORMATION

▪ KOINONIA

II. IMPLEMENTING ACT MEMBER & PARTNER INFORMATION

KOINONIA is the service organ of the National Christian Fellowship of Bangladesh (NCFB) - an ecumenical organisation of 16 member denominations, 16 associates para-church members and 7 fraternal Mission societies. KOINONIA is a registered non-profit, non-political, non-governmental organisation (NGO).

The proposed activities will be carried out through local partners under the direct supervision of KOINONIA relief and rehabilitation team in close co-operation and collaboration with the county level and borough level local administration. Local partners of KOINONIA for this project include *Unnayan Shahojogi Sangstha (USS)* and *Dalit Sheba* in Gaibandha District, *Garo-Baptist Convention* in Netrokona and Mymensingh Districts and *Sylhet Presbyterian Synod* in Habigonj District.

III. EMERGENCY SITUATION in AREA of RESPONSE

Agricultural Scenario: The government estimates that some 1,4 million hectares of crops have been totally destroyed while 1,2 million hectares have been damaged. The estimated damage for both crop and non-crop sector stands at about \$367 million with about 3.6 million farmers being affected. The marginal farmers have no means to purchase quality seeds to replant their land and re-establish cultivation. The major crops affected include Aus (Summer rice) and Aman (Winter rice) seedlings, broadcasted Aman, transplanted Aman jute, vegetables and others. Aman contributes to a large extent to the total production of cereals. As soon as water recedes farmers will raise Aman seedlings to be transplanted within the month of September. The coming month of October is the time for wheat and vegetable cultivation

In the villages, planting and harvesting activities employ a large number of day labourers and agricultural workers. If the crop is damaged or not planted those workers remain out of gainful employment and have no source of income. As a result their purchasing capacity is diminished drastically, and as they have no reserves to fall back on they and their families will remain hungry and destitute.

Housing scenario

Many houses have been destroyed or partially damaged. This means that when families can return to their villages, many will have no house to go back to.

Malaria scenario

At present the flood water has started to recede, but the monsoon is likely to reappear further worsening the flood situation during the second part of August. Stagnating water will encourage mosquito breeding

III. LOCATIONS for PROPOSED RESPONSE

Koinonia has been approached by churches and partner organisations to extend rehabilitation assistance to flood-hit marginal farmers. Koinonia has selected four of the worst affected areas, where there has been extensive damage to dwellings and crops: Gaibandha, Netrokona, Mymensingh and Habigonj. Koinonia has implemented relief programmes in these selected areas before and has local partners established there.

#	District	Sub-District	# of Farming Families
1	Gaibandha	Sadar	1,000
		Fulchari	1,000
2	Netrokona	Durgapur	1,000
3	Mymensingh	Haluaghat	1,000
4	Habigonj	Sadar	1,000
		Total	5,000

Current Security Situation

There is no problem of access to the proposed targeted locations/working areas. The areas can be reached by existing communication systems in the country. Nor are there any security problems related to transportation and distribution materials (seeds) and communications.

IV. GOAL & OBJECTIVES

Goal: to assist 5,000 vulnerable, marginal/poor farmer families severely affected by the flooding by providing assistance to repair flood damaged houses as well as some to provide protection against malaria through the provision of mosquito nets. Further to assist them in re-establishing livelihood through provision of seeds rice to recover from the food shortage caused by the recent floods.

Objectives

- To provide rice seeds to 2,500 families at the rate of 20 kg per family
- To provide wheat seeds to 1,500 families at the rate of 20 kg per family
- To provide potato seeds to 1,000 families at the rate of 20 kg per family
- To provide 5,000 mosquito nets to 5000 families
- To provide vegetable seeds (10 kinds total 50 grams) to at least 5,000 farming families.
- To provide cash grants for house repair to 5,000 families at the rate of Tk. 1000 per family

V. TARGETED BENEFICIARIES

A total of 5,000 flood affected, marginal and poor farming families who have lost their food crops and shelter due to the current floods.

Criteria used in Beneficiary Selection

KOINONIA will finalise lists of flood victims through rapid assessment surveys in consultation with government officials, church leaders and local leaders. Priority will be given to the poor, marginal, widows and orphans who have less than an acre of land.

After compiling the beneficiary list KOINONIA will need to get the approval of the beneficiary list from the local government authorities to implement the project.

VI. PROPOSED EMERGENCY ASSISTANCE & IMPLEMENTATION

Description of Assistance

Agricultural inputs:

- 50,000 kg. of rice seeds for 2,500 farmer families
- 30,000 kg. of wheat seeds for 1,500 farmer families
- 20,000 kg. of seed-potatoes for 1,000 farmer families
- Vegetable seeds (10 kinds total 50 grams) to above 5000 farmer families

The KOINONIA Relief and Rehabilitation Team headed by the Relief Co-ordinator will organise the whole operation of agriculture rehabilitation activities including procuring, transportation and distribution of seeds. Seed potatoes and vegetable seeds will be purchased from a wholesale market and wheat seeds will be purchased from the Bangladesh Agriculture Development Corporation (BADC) and transported to the distribution sites after packing of the materials.

HOUSE REPAIR - Tk. 5,000,000 grant for house repairs to 5,000 families

This assistance will be given to very poor families, who have no resources to do even minor repairs to their houses. It is assumed that the government and other agencies will be providing funding for major repair of severely damaged housing and for rebuilding of destroyed houses. The grants will be given in instalments: an initial payment will be made and the final amount will be given after completion of the repair

MOSQUITO NETS - 5,000 mosquito nets for 5,000 families

As malaria has reappeared in this area, KOINONIA plans to distribute 5,000 mosquito nets as a precautionary measure against malaria.

Implementation Per Activity

KOINONIA will implement the programme together with the local church and church partner organisations.

The whole relief operation will be controlled, administered and managed by the Executive Director of KOINONIA. He will be responsible for monitoring and reporting to the donors from field level to top level through assigned staff and volunteers. Procurement will be done through a 5-member purchase committee comprising two board members and the Executive Director along with the Finance and Relief co-ordinators.

The KOINONIA Relief co-ordinator will be assigned for three months to the implementation of this programme.

KOINONIA will use its own truck and has included fuel and repair expenses in the budget. The road conditions are abysmal after the floods. An additional amount is budgeted under 'local transport' for hiring boats and/or pull-carts to transport commodities from the larger roads to small mud roads.

Priority setting: as soon as funds are received the implementation will start in Gaibandha district. If less funding is received the number of beneficiaries will be adjusted downwards.

Transition From Emergency

It is expected that the farming families will be able to grow vegetables, potatoes and wheat for their own consumption and any excess for sale. This agriculture rehabilitation project will help them overcome the food shortage caused by the recent floods and re-establish their livelihood.

VII. ADMINISTRATION, FINANCE, MONITORING & REPORTING

Administration

The project will be administered by the Executive Director of KOINONIA through the Relief Co-ordinator, church leaders and volunteers.

Finance Management and Controls

The Executive Director of KOINONIA will be responsible for Finance Management and Controls through the Finance Co-ordinator. The Purchase Committee will be responsible for procurement.

Monitoring

The Relief Co-ordinator and field staff involved will carry out overall monitoring.

Reporting Schedule

Final narrative and financial reports to be received by ACT CO within three months of completion of project on 31 October 2004.

VIII. IMPLEMENTATION SCHEDULE

The implementation will be carried out over a period of eight weeks-until end of October 2004.

Activities	Weeks							
	1 st	2 nd	3 rd	4 th	5 th	6 th	7 th	8 th
Preparatory activities	X							
Government approval				X				
Deployment of staff/volunteers				X				
Identification of reference people					X			
Procurement of materials					X	X		
Distribution of seeds						X	X	

IX. CO-ORDINATION

KOINONIA will co-ordinate fully with other ACT members in Bangladesh and also with the relevant government departments and authorities as well as with other NGOs.

X. BUDGET

ESTIMATED EXPENDITURE

<u>Description</u>	<u>Type of Unit</u>	<u>No. of Units</u>	<u>Unit Cost BDT</u>	<u>Budget BDT</u>	<u>Budget USD</u>
I. DIRECT ASSISTANCE					
Agriculture					
Rice seeds (20 Kg. per family)	Kg.	50,000	25	1,250,000	20,833
Wheat seeds (20 Kg. per family)	Kg.	30,000	25	750,000	12,500
Potato seeds (20 Kg. per family)	Kg.	20,000	20	400,000	6,667
Vegetable seeds 10 types (50 grams)	family	5,000	50	<u>250,000</u>	<u>4,167</u>
Sub total				2,650,000	44,167
House repair grant					
Cash grant	family	5,000	1,000	5,000,000	83,333
Mosquito net					
Family Size	family	5,000	300	1,500,000	25,000

<u>Description</u>	<u>Type of Unit</u>	<u>No. of Units</u>	<u>Unit Cost BDT</u>	<u>Budget BDT</u>	<u>Budget USD</u>
DIRECT SUPPORT COSTS					
Volunteer's expenses (10 persons)	Days	15	2,000	30,000	500
Staff & Volunteer's transport	Days	15	2,500	37,500	625
Relief Coordinator's Salary	Month	3	20,000	60,000	1,000
Local Transport	Lump sum			<u>5,000</u>	<u>83</u>
Sub total				132,500	2,208
TOTAL DIRECT ASSISTANCE				9,282,500	154,708
MATERIAL TRANSPORT, OPERATIONS & SUPPORT					
Packing material	Piece	5,000	10	50,000	833
Transportation (rice,dal & others)	Truck	10	10,000	<u>100,000</u>	<u>1,667</u>
Sub total				150,000	2,500
Personnel, administration, Operation & Support					
Communication	Lump sum			15,000	250
Stationery & supplies	Lump sum			<u>10,000</u>	<u>167</u>
Sub total				25,000	417
TOTAL MATERIAL TRANSPORT, OPERATIONS & SUPPORT				175,000	2,917
AUDIT	Lump sum			20,000	333
TOTAL ESTIMATED EXPENDITURE			<u>9,477,500</u>	<u>157,958</u>	

Exchange Rate: 1 USD = 60.00