

Appeal

Bangladesh

Assistance to Flood Affected ASBD41 (Revision 2)

Appeal Target: US\$ 1,107,954

Balance Requested from ACT Alliance: US\$ 892,199

Geneva, 24 August 2004

Dear Colleagues,

The overall flood situation in Bangladesh arising from severe monsoon rains and overflowing rivers is now improving, at least temporarily. However floods have already created widespread devastation claiming lives, damaging or completely destroying houses (especially the flimsy shelters of the poor), livestock, crops, farmlands, roads, bridges, culverts, embankments and buildings in rural areas. The extent of flooding in 2004 has already caused more widespread damage than previous major floods in 1998 and 1988.

In total, 45 Districts (out of total 64) across Bangladesh were severely flooded affecting an estimated 4- 5 million people. An estimated 25-30% of field crops have flood damage. About 16,000 kilometres of national roads and 285 kilometres of railway have suffered serious damage. An initial survey shows that 10,000 kilometres of rural roads and 3,494 bridges and culverts have also been damaged or destroyed. The death toll has risen to 638 since the beginning the flood.

This appeal revision is to include the proposals of a further three members of the Bangladesh ACT Forum - **Social Health & Education Development (SHED)**, **Rangpur Dinajpur Rural Service (RDRS)** and **Church of Bangladesh Social Development Programme (CBSDP)**. The proposals include agricultural rehabilitation, livelihood, cash for work, housing construction/repairs and raising of homestead ground as well as some disaster preparedness training.

The proposals by the other two members of the Bangladesh ACT Forum - **KOINONIA** and **Christian Commission for Development in Bangladesh (CCDB)** - remain the same as in Revision 1 of the Appeal issued on 5 August 2004. The Joint Emergency Appeal, issued under the original appeal on 22 July 2004, including all members of the Bangladesh ACT Forum, also remains unchanged.

Project Completion Date:

| | | |
|---|---|------------------|
| Joint Emergency Appeal/ Bangladesh ACT Forum | - | 31 August 2004 |
| CCDB | - | 31 January 2005 |
| KOINONIA | - | 31 October 2004 |
| RDRS | - | 28 February 2005 |
| SHED | - | 28 February 2005 |
| CoB | - | 28 February 2005 |

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

| | Joint Appeal Bang.A.F | CoB | RDRS | SHED | CCDB | KOIN- ONIA | ACT CO | Unear- marked | Targets US\$ |
|--|--------------------------|----------------|----------------|---------------|----------------|----------------|--------------|------------------|-----------------|
| Appeal Targets | 87,167 | 133,333 | 381,183 | 48,584 | 296,729 | 157,958 | 3,000 | | 1,107,954 |
| Less: Pledges/Contr | 89,012 | 0 | 0 | 0 | 34,639 | 15,000 | 0 | 77,104 | 215,755 |
| Balance Requested from ACT Alliance | - 1845 | 133,333 | 381,183 | 48,584 | 262,090 | 142,958 | 3,000 | - 77,104 | 892,199 |

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

Jessie Kgoroadira
Acting Director, ACT Co-ordinating Office

Full details of programmes and budgets are on following pages.

I. REQUESTING ACT MEMBER INFORMATION

▪ Social Health & Education Development (SHED) BOARD

II. IMPLEMENTING ACT MEMBER & PARTNER INFORMATION

Social Health & Education Development (SHED) is the service arm of the Bangladesh Baptist Sangha (BBS). BBS is a member of the National Council of Churches, Bangladesh (NCC-B).

SHED works with the poor, helpless and destitute, seeking to raise the social and economic status of the under-privileged people in Bangladesh irrespective of caste or creed.

SHED Board works through the church in co-operation with the local NGOs and the local government administration. The church members are mostly involved in any emergency response and they implement the program as per plan.

III. DESCRIPTION of the EMERGENCY SITUATION

SHED Board's operational areas are the central part of Dhaka's low-lying areas as well as massive areas in the south-west of the country such as Barisal, Gopalganj, Madaripur, Chapainawabgonj, Rajshahi and Rangpur districts, all of which have been badly affected. In their operational areas alone, about 600,000 families have been seriously affected by the floods and about 115,414 hectares of standing crops including rice, and jute, etc, have been totally inundated, 4,560 betel leaf fields have also been destroyed and 293 damaged. Around 25,000 fish culture project activities have come to nothing when flood waters washed away the fish. SHED wishes to extend emergency rehabilitation work to the most vulnerable within their operational areas.

Impact On Human Lives

According to the government statistics of 31 July 2004 a total of 2,863,643 houses have been damaged. 2,610,578 hectares of crops have been either destroyed or damaged along with 48,884 km of roads. Around 19,000 head of livestock have also been lost. In the areas where SHED is working, the affected people are returning to their villages to find their houses damaged and fish and agriculture activities destroyed.

Location of the Proposed Response

| District | Thana | No. of Village |
|-----------------------|---------------------------------|----------------|
| Barisal | Agoiljhara, Gournodi & Wizerpur | 25 |
| Gopalganj | Kowtalipara & Mukshedpur | 24 |
| Madaripur | Kalkini | 6 |
| Rangpur | Pirgonj | 5 |
| Chapainawabganj | Godagari | 10 |
| Rajshahi | Tanor | 8 |
| Total villages | | 78 |

These areas have been chosen because they are within SHED's operational areas and the beneficiaries are the poorest and marginalised in society

Disaster and Emergency Statistics

The Government and a few other national NGOs are providing emergency relief (especially food items) in some of the affected areas, but those activities are clearly inadequate in view of the large numbers of

people affected. SHED Board has already delivered emergency relief to 2,240 families in the same areas with funds received from the original joint emergency appeal for flood assistance.

Current Security Situation

There is no major security problem at the moment. The local government officials are co-operating with NGOs engaged in relief distribution.

IV. GOAL & OBJECTIVES

Goal: to alleviate the suffering of 6,000 vulnerable flood affected families through basic rehabilitation activities.

Objectives :

To assist the most vulnerable of the affected families to regain some food security and livelihood means by:

- Providing rice seeds , worth around Taka 500 to 2,000 families.
- Providing one thousand families with winter vegetable seeds worth around Taka 200/- per family.
- Providing five hundred families with fishlings worth around Taka. 1,500/- per family.
- Creating temporary jobs (cash for work) for 10,000 persons @ Taka. 70/- per person- per day.

V. TARGETED BENEFICIARIES

A total 6,000 (six thousand) families, including those families assisted during the relief phase will be targeted. This figure is based on information gathered through the local churches, communities, local government administration and other NGOs. During the relief distribution further information was gathered.

Criteria for selection of beneficiaries

- Poorest of the poor affected by the floods.
- Landless, marginal farmers, fisherman and day labourers etc.
- Special attention will be paid to women, widows, the elderly and aboriginal peoples.

Efforts will made to avoid any duplication. The final selection of the beneficiaries will be done on the basis of the survey report and in consultation with the local administration.

- 2,000 families will be provided with rice seeds.
- 1,000 families will be provided with winter vegetable seeds.
- 500 families will be provided fishling to restart their fish culture activities
- 10,000 man-days of work (temporary job creation) will be provided. This work will comprise the rebuilding/repair of village roads and the banks of ponds that have been damaged or destroyed during the flooding.

VI. PROPOSED EMERGENCY ASSISTANCE & IMPLEMENTATION

The flood affected families are returning to their villages and land after the emergency period to find their means of livelihood destroyed. As the people most affected by flooding are the poorest of the poor, they will need outside help in the form of agricultural assistance, house repairs and temporary job creation in order to regain their livelihood and return to normal life.

Description of Assistance

| Activities | Unit | Quantity | BD Taka | US\$ |
|------------------------|---------|----------|-----------|--------|
| Rice Seed | family | 2,000 | 10,00,000 | 16,667 |
| Winter Vegetable Seeds | family | 1,000 | 2,00,000 | 3,333 |
| Fishling | family | 500 | 7,50,000 | 12,500 |
| Temporary Job Creation | persons | 10,000 | 7,00,000 | 11,667 |

Implementation Description

- SHED Board will implement this project through its established infrastructure with formal approval of the Bureau Affairs and the respective district/Thana (police station) administration.
- Special care will be given to avoid any duplication considering the scarcity of available resources.
- Based on the field survey the list of the beneficiaries will be finalised by SHED Board in consultation with the local administration.
- Implementation will be co-ordinated with other local NGOs/Churches involved in similar work in the locality.
- Prior approval of the project will be obtained from the Bureau of NGO Affairs and relevant Government authorities.
- SHED Board will be responsible for implementation and supervision of the project by deploying their own staff as well as local volunteers and hiring of temporary staff if required.

A survey carried out by SHED staff showed that around 2,000 families required seed assistance. The next cultivation will be rice and winter vegetables and as most of the beneficiaries are marginal farmers and only have one to one-half acres of land in average, it was deduced that they would need 10 to 15 kg of seeds.

Other beneficiaries who have no land will be engaged in the job-creation scheme. They will repair community infrastructure like roads and ponds, which will give them access to an immediate income to cover basic needs.

Purchase and Transport: Rice and vegetable seeds will be purchased centrally from the recognised seed dealer and the fishling from the local fishery farm and distributed directly to the beneficiaries by SHED staff along with local volunteers. All purchases will be made through the central emergency committee and distributed directly to the beneficiaries by SHED Board staff with the help of local volunteers.

Budget lines are included for transport. This will cover truck rental, ferry and toll costs. It is expected that about 15 trips are needed to carry the materials from Dhaka to the different distribution points. The final transport needs to be done by rickshaws and boats. Loading and unloading will take place at different points.

Staffing: A SHED Board Programme Officer will oversee the project. Four additional SHED Board staff from other programmes will be involved with the implementation.

Transition from the emergency: Although SHED has no agricultural activities in the area it is expected that the marginal farmers, if given the necessary seeds to get them started, will be able to grow rice and vegetables for their own consumption and any excess produce can be sold in the market. This project will help them over the present situation and enable them to have some security in the future.

VII. ADMINISTRATION, FINANCE, MONITORING & REPORTING

Administration

SHED Board will provide a designated Programme Officer to supervise the activities. He will be responsible and accountable to the Director.

Finance & Monitoring procedures

- SHED Board will be responsible for maintaining the accounts for the project and will submit financial reports and an audited report to the supporting agency and the government within 60 days of completion of the project.
- Periodic progress reports and final narrative and financial report will be submitted to all concerned.

Reporting Schedule

First interim reports (narrative and financial) - 30 November 2004

Final narrative and financial reports to be received by ACT CO within three months of the closing date of 28 February 2005.

VIII. IMPLEMENTATION TIMETABLE

6 (six) months from September 2004 to February 2005.

IX. CO-ORDINATION

There will be co-ordination with other NGOs and government authorities involved in the locality – specifically to avoid any duplication. SHED will also co-ordinate its activities with ACT partners in Bangladesh.

X. BUDGET

| <u>Description</u> | <u>Type of Unit</u> | <u>No of Units</u> | <u>Unit Cost BTK</u> | <u>Budget BTK</u> | <u>Budget USD</u> |
|---|---------------------|--------------------|----------------------|-------------------|-------------------|
| DIRECT ASSISTANCE | | | | | |
| Post Crisis Phase | | | | | |
| Rice Seed | Family | 2000 | 500 | 1,000,000 | 16,667 |
| Winter Vegetable Seeds | Family | 1000 | 200 | 200,000 | 3,333 |
| Fishling | Family | 500 | 1,500 | 750,000 | 12,500 |
| Temporary Job Creation | Persons | 10000 | 70 | 700,000 | 11,667 |
| Direct Programme Related Costs | | | | | |
| Project Staff Salaries (5 persons) | month | 6 | 6,667 | 40,002 | 667 |
| Volunteer Remuneration | month | 6 | 6,665 | 39,990 | 667 |
| Staff Travel | | | | | |
| Per Diems | lump sum | | | 20,000 | 333 |
| Local & Regional Travel | lump sum | | | <u>30,000</u> | <u>500</u> |
| Sub Total | | | | 2,779,992 | 46,333 |
| MATERIAL, TRANSPORT, STORAGE, WAREHOUSING & HANDLING | | | | | |
| Material Transport | | | | | |
| Truck Rental & Related Cost | trips | 15 | 3,335 | 50,025 | 834 |
| Other Internal transp – rickshaws, etc | lump sum | | | 10,000 | 167 |

| <u>Description</u> | <u>Type of Unit</u> | <u>No of Units</u> | <u>Unit Cost BTK</u> | <u>Budget BTK</u> | <u>Budget USD</u> |
|--|---------------------|--------------------|----------------------|-------------------|-------------------|
| Handling | | | | | |
| Labour for Loading & Unloading | Person | 40 | 250 | 10,000 | 167 |
| packing material (plastic bags) | lump sum | | | <u>5,000</u> | <u>83</u> |
| TOTAL TRANSPORT, WAREHOUSING & HANDLING | | | | 75,025 | 1,250 |
| PERSONNEL, ADMINISTRATION, OPERATIONS & SUPPORT | | | | | |
| Office Operations | | | | | |
| Office stationery | lump sum | | | 15,000 | 250 |
| Packaging equipment | | | | | |
| visibility materials | lump sum | | | 5,000 | 83 |
| Communications | | | | | |
| Telephone/Fax/E-mail/Mobile Card | lump sum | | | 8,000 | 133 |
| Vehicle Operations | | | | | |
| Fuel costs | lump sum | | | <u>20,000</u> | <u>333</u> |
| TOTAL ADMIN & SUPPORT | | | | 48,000 | 800 |
| AUDIT & EVALUATION | | | | | |
| Audit of ACT Funds | Estimate | | | 12,000 | 200 |
| TOTAL EXPENDITURE | | | | 2,915,017 | 48,584 |

Exchange Rate: US\$ 1 = 60.00

I. REQUESTING ACT MEMBER INFORMATION

▪ Rangpur Dinajpur Rural Service (RDRS)

II. IMPLEMENTING ACT MEMBER INFORMATION

RDRS is a rural development and poverty alleviation operation in Bangladesh working in seven Districts in the north. RDRS was born out of the war of Independence in 1971 as the Bangladesh Field Programme of the Lutheran World Federation, Department for World Service (LWF/DWS). Since then its work has progressed from refugee and relief assistance, through rehabilitation to encompass a wide variety of integrated development activities. After transforming itself into an autonomous Bangladeshi organisation in 1997, it became an associate programme of LWF/DWS and an active partner of ACT International.

After over 32 years in northern Bangladesh, RDRS has become a leading actor in development and humanitarian work. As the experience and understanding of poverty and development issues evolved, so RDRS' objectives and programmes have also adapted in response. Yet the purpose and role of RDRS has remained constant: to enable the rural poor to make better lives for themselves and their families.

Throughout its history, RDRS has responded to a number of major emergencies and disasters providing support to the people during famine, flood, drought and cold. In conjunction with ACT International members, RDRS also responds with humanitarian aid for those communities devastated by disaster. Asian Zone Environment and Emergency Co-operation Network (AZEECON) is a major component in RDRS community-based disaster-preparedness and capacity-building efforts.

III. DESCRIPTION OF THE EMERGENCY SITUATION

Current situation:

The situation in the RDRS working area in NW Bangladesh is improving with river levels dropping and water receding from farmlands. About one million people were flood-affected in the Districts of Kurigram, Lalmonirhat and Nilphamari Districts close to the major rivers Brahmaputra and Teesta. Many families inhabiting the marginal riverine islands and sandbars (known as chars) were stranded. Their livelihoods as well as their property have been seriously damaged in some cases along with local infrastructure in the riverine belt areas. There is a scarcity of food, safe drinking water and medicine.

RDRS utilised its own resources to provide immediate relief to the worst-affected people, initially helping in the evacuation of people marooned by flood in low-lying areas to the relative safety of river and road embankments, school buildings and other high grounds. Food items such as rice, lentils, beaten rice, gur or molasses, salt and cooking oil were provided to displaced families. Nearly 2,000 families received relief in the first phase. In the second phase, 2,240 families are now receiving food assistance procured by funds mobilised by ACT International.

Since the situation has improved, RDRS has undertaken a preliminary assessment of flood damage and is proposing to assist the most vulnerable and worst affected families with housing and seed assistance to re-establish lives badly disrupted in the past weeks.

Locations for the Proposed Response:

RDRS Bangladesh would like to undertake the above rehabilitation activities in the following areas:

| District | Upazila (sub-district) |
|-----------------|--|
| Kurigram | Sadar, Ulipur, Rajarhat, Nageswari, Bhurungamari, Fulbari, Chilmari, Rajibpur, Rowmari |
| Nilphamari | Jaldhaka, Dimla |
| Lalmonirhat | Hatibandha, Kaliganj, Sadar, Aditmari |

These are three districts in RDRS working areas, which were badly affected and the same districts and upazilas (subdistricts) where the original relief distribution - both from RDRS' own resources and ACT - has taken place.

Through an RDRS assessment, the most flood-damaged localities have already been identified for the rehabilitation activities.

Stated Needs:

Depending on the present needs of the affected area to rebuild the infrastructure RDRS would like to carry-out following activities:

| # | Activities | Area/District | Number of houses |
|----------|--|---|-------------------------|
| 1 | Housing Assistance through provision of a standard package of basic materials/items to each affected family: ❖ Corrugated Iron (CI) sheet 2 bundles ❖ RCC (concrete) pillar 6 nos ❖ Cash for fixing/fencing | Kurigram | 1,000 |
| 2 | Homestead ground raising: Approximately 30 meters x 30 meters homestead area will be raised to provide some flood protection for the most vulnerable. | Kurigram | 1,000 |
| 3 | Distribution of rice seedlings and vegetables seeds | Kurigram, Nilphamari, Lalmonirhat | 25,500 households |

Disaster and Emergency Statistics:

The Government and some other national NGOs are providing emergency relief (especially food items) in some of the affected areas but very few are providing rehabilitation support and the assistance is very inadequate in view of the large numbers of people affected.

Current Security Situation

There is no major security problem at this moment. Local government officials are co-operating with NGOs engaged in relief distribution.

IV. GOAL & OBJECTIVES

Goal: To alleviate the suffering of the most vulnerable of the flood affected and help them regain their social and economic potentials lost in the current flooding.

Objectives:

- Housing assistance for 1,000 flood-affected families
- Homestead ground raising for 1,000 families
- Distribution of rice seedlings and vegetables seeds among 25,500 households

V. TARGETED BENEFICIARIES

The major aim of the program is to provide rehabilitation support to vulnerable families and communities. A total of 2,000 families will receive housing support (either through housing materials or raising of homestead ground), 25,500 households will receive seed or seedling support.

Criteria for Beneficiary selection.

- Poorest of the poor, who have been affected by flooding.
- Landless, marginal farmers and day labourers.
- Special attention will be given to women, widows, children, the elderly, disabled and aboriginal people.

Based on indications of funding assurance, RDRS will proceed to select specific households with damaged shelter to receive either a repair package or the homestead ground-raising package. The RDRS regular program has a major staff presence in each district and the Environment and Disaster Preparedness Programme has one staff member in each District, who takes the lead in conducting the assessment (based on information supplied by Union Federations and other RDRS staff in the locality) and by visiting the flood-damaged areas. Information is also checked with local Government.

Number of Target beneficiaries.

The number of direct beneficiaries will be 27,500 families. Many more indirect beneficiaries will benefit, through restoration of community facilities. Care will be taken to avoid duplication/overlapping of families covered by any other ACT Forum member.

VI. PROPOSED EMERGENCY REHABILITATION SUPPORT & IMPLEMENTATION

The following activities will be carried out in **Kurigram, Lalmonirhat and Nilphamari Districts.**

Description of support:

The components of the assistance/program are as follows:

- a. Housing assistance for 1,000 families
- b. Homestead ground-raising for 1,000 families
- c. Distribution of seeds and seedlings of rice and vegetables among 25,500 households

HOUSING RECONSTRUCTION ASSISTANCE:

Flood damage to housing in parts of Kurigram Districts, traversed by the mighty Brahmaputra River has been extensive requiring comprehensive reconstruction support in the worst affected localities. 1,000 families are expected to benefit from this form of assistance. To re-establish a reasonable house, each selected household will receive a specific package which comprises the following items:

- 2 bundles of CI sheet for which the cost is **Tk. 4,600** @Tk. 2,300 per bundle,
- 6 reinforced concrete (RCC) pillars which cost **TK. 2,100** @ Tk. 350 for each pillar,
- for fixing and fencing, the cost will be **Tk. 1,300.**

Thus, in total, the cost for each household comes to Tk 8,000/- based on actual payments.

HOMESTEAD GROUND-RAISING

Another 1,000 families will benefit from this assistance. Tk. 5,000 is budgeted per household for supervised cash-for-work to be undertaken in completing the other relief activities especially earthwork (raising the earth platforms of damaged housing). Since flooding also undermines the livelihoods of the landless, this work which pays the basic casual daily wage, serves as an additional rehabilitation activity among this disadvantaged group.

DISTRIBUTION OF SEEDS AND SEEDLINGS

The *amon* (summer rice) seedbeds were washed away by the flood so these need to be quickly restarted and replanted within the next month or so to avoid further damage to food security. Vegetable seeds also need to be replanted soon. Seeds and seedlings of rice and vegetables will be distributed among 25,500 households.

RDRS plans to raise rice seedlings of different varieties on 2 hectares of unaffected land through its community partners (CBOs known as Federations) sufficient to bring a further 60 hectares of currently affected land under rice cultivation once the flooding has receded.

Similarly, vegetables seedlings (early and high-value winter vegetables such as eggplant, tomato, cauliflower, cabbage, chilli, etc.) will be raised on 0.7 hectares of land sufficient to cultivate 100 hectares of currently affected land. Seeds, rice seedlings and vegetables will be purchased from available sources for distribution among the worst-affected households. In addition, RDRS Bangladesh has been maintaining very close liaison with the Department of Agricultural Extension and other government agencies to ensure a co-ordinated effort to address the major needs existing following flood damage in the north-west.

Budget for distribution of seeds and seedlings of rice and vegetables

| Cost item | Unit seed or seedlings/ dec. (No./gm) | Unit area (dec) /Household | Cost per household (BDT) | Total households | Total cost (BDT) |
|------------------|--|-----------------------------------|---------------------------------|-------------------------|-------------------------|
| Rice seedlings | 1600 | 30 | 350 | 2,000 | 700,000 |
| Tomato | 150 | 6 | 450 | 3,000 | 1,350,000 |
| Brinjal | 150 | 5 | 250 | 2,500 | 625,000 |
| Cabbage | 225 | 3 | 300 | 3,000 | 900,000 |
| Cauliflower | 225 | 5 | 500 | 2,000 | 1,000,000 |
| Chilli | 150 | 8 | 600 | 2,000 | 1,200,000 |
| Radish | 30 | 20 | 200 | 4,000 | 800,000 |
| Carrot | 30 | 15 | 300 | 2,000 | 600,000 |
| Leafy vegetables | 30 | 10 | 200 | 5,000 | 1,000,000 |
| Total | | | | 25,500 | 8,175,000 |

RDRS has its own specialised Agricultural Unit, staffed by agricultural experts, who possess in-depth knowledge about the seasons and likely profitability of different fast-growing crops and vegetables which can be cultivated at this time of the year after flood waters recede.

This assistance is targeted at the very poor households who may be marginal (near landless) perhaps owning a very small plot of land. By supplying several different seeds to individual marginal farmer households, the use of this limited land can be optimised and thus more flood-affected families benefited.

RDRS also operates its agricultural program in the affected districts. RDRS will arrange purchase of quality seeds from different producers across the north-west (seeds of the necessary type and quality are not always easily available) and the Agriculture Officers in each District, and Sub-District will arrange for the final selection and distribution. Normally, some brief extension advice is offered to the recipients at distribution.

Implementation methodology

The three affected districts are in the RDRS regular working area and some of the beneficiaries, though not more than 50 percent, will be existing RDRS group members. RDRS maintains a project office down to Sub-District level so staff will be diverted from regular development work to assist in this effort. The

Environment & Disaster Unit maintains one staff member at each district level and these staff will take the lead in the organisation and supervision of the final selection, liaison with Upazila/Sub-District Government officials and the Federations assisted by other staff based in the Sub-District. The Technical Officer also supervises the house construction and ground-raising.

Final identification of most needy families and communities will be undertaken through local visits, discussion with local government and community representatives. The preparation of the beneficiary list in the field will continue simultaneously with purchase of delivery items from Kurigram, Rangpur and Dhaka in accordance with RDRS procurement policy. The beneficiary lists along with specific locations will be shared with local government and leaders of federations (apex body of RDRS-organised groups of the poor) to cross-check and avoid any duplications. RDRS staff members and the federation leaders will jointly oversee and implement the activities.

Procurement and Distribution

RDRS has its own standard procurement manual. In conformity with the manual all necessary efforts will be made to organise purchase within the soonest available time. To avoid procedural delay, the principle of spot quotations instead of sealed tender will be applied. To ensure proper distribution of the items, a team of RDRS staff, representatives from local government and federation leaders will be involved during distribution phase.

RDRS generally procures building materials in the north-west, following a strict procurement policy based on bids and distributes these at Sub-District level – usually in the presence of local Government officials who approve the process. The same staff will also follow-up with the recipients to ensure the house reconstruction or ground raising has been satisfactorily completed and for reporting purposes

VII. IMPLEMENTATION TIMETABLE

The project should come to an end within six months, ending the end of February, 2004.

| <i>Sl.No.</i> | <i>PARTICULARS</i> | <i>Months</i> | | | | | |
|---------------|--|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| | | <i>1st</i> | <i>2nd</i> | <i>3rd</i> | <i>4th</i> | <i>5th</i> | <i>6th</i> |
| 01. | Preparatory activities, Procurement of items | X | | | | | |
| 02. | Identification of beneficiaries and sites | X | X | | | | |
| 03. | Implementation of activities | X | X | X | X | X | |
| 04. | Finalising and reporting | | | | | X | X |
| 05. | Final reporting | | | | | | X |

VIII. ADMINISTRATION, FINANCE, MONITORING & REPORTING

After receiving funding from ACT International and arranging Government of Bangladesh approval for the project, RDRS will organise meetings with the field unit managers and orient all concerned staff .

All the rehabilitation activities will be conducted within the RDRS normal working area. In each district, RDRS maintains a sizeable development project implementation unit headed by a Senior Project Manager and already working with community-based organisations and grassroots groups in each Union. The Project Unit uses its staff (including Accounts) and other resources to manage the relief or rehabilitation operation, and this includes Agriculture Officers who will take the lead in seedling and seed distribution. The RDRS Environment & Disaster Preparedness Unit, centred in Kurigram, provides overall technical support and supervision to the field operation, and especially through their Technical Officer based in each District.

Supervision and monitoring

At each level of management, especially beneficiary selection, purchase of materials and distribution including transportation, RDRS will ensure close supervision and quality control by senior staff members experienced in similar work. RDRS will engage supervisors at different levels to check the quality, quantity and smooth distribution of the items to the needy. The supervisors will adhere to the time frame agreed for the project.

Financial Management and Audit

RDRS will maintain all vouchers/records and muster rolls to facilitate any audit as per its own procedures. RDRS has its own monitoring and Internal Audit systems. Monitoring unit staff and Internal Auditors will ensure financial and procedural transparency in the implementation of the project. The project will also be subject to external audit after completion. The external audit report will be submitted to ACT CO with the completion reports.

Reporting Schedule

First interim report (narrative & financial) - 30 November 2004

Final narrative and financial reports to be received by ACT CO within three months of the closing date of the project – 28 February 2005.

IX. CO-ORDINATION

At the national level, RDRS is actively involved in relief co-ordination efforts primarily with four networks in addition to the ACT Forum:

- Disaster and Emergency Response Forum (involving UN agencies, government bodies, international and local NGOs and other agencies)
- Disaster Forum (a long established NGO network co-ordinated by Oxfam)
- NIRAPAD (established for 5 years involved in preparedness and disaster),
- Federation of NGOs in Bangladesh (FNB) – recently established but taking an initiative during the current serious flood.

At project level, RDRS maintains close ongoing working relations with local Government as well as the District-level Federation of NGOs. RDRS co-ordinates a local ACT network comprising smaller ecumenical co-partners.

X. BUDGET

| <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> |
|-----------------------------------|---------------------|--------------------|----------------------|-------------------|-------------------|
| REHABILITATION SUPPORT | | | | | |
| Housing Assistance | | | | | |
| CI Sheet | bundle | 2,000 | 2,300.00 | 4,600,000 | 76,667 |
| RCC Pillar | number | 6,000 | 350.00 | 2,100,000 | 35,000 |
| Cash for fixing/fencing | number | 1,000 | 1,300.00 | <u>1,300,000</u> | <u>21,667</u> |
| Sub-total | | | | 8,000,000 | 133,333 |
| Homestead Ground Raising | | | | | |
| Labour Cost for Earth filling | number | 1,000 | 5,000.00 | 5,000,000 | 83,333 |
| Agriculture Rehabilitation | | | | | |
| Rice Seedlings | number | 96,000,000 | 0.0073 | 700,000 | 11,667 |
| Tomato Seedlings | number | 2,700,000 | 0.5000 | 1,350,000 | 22,500 |
| Brinjal Seedlings | number | 1,875,000 | 0.3333 | 625,000 | 10,417 |
| Cabbage Seedlings | number | 2,025,000 | 0.4444 | 900,000 | 15,000 |
| Cauliflower Seedlings | number | 2,250,000 | 0.4444 | 1,000,000 | 16,667 |

| <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> |
|--|---------------------|--------------------|----------------------|--------------------------|-----------------------|
| Chilli Seedlings | number | 2,400,000 | 0.5000 | 1,200,000 | 20,000 |
| Radish Seeds | kg | 2,400 | 333.33 | 800,000 | 13,333 |
| Carrot seeds | kg | 900 | 666.67 | 600,000 | 10,000 |
| Veg seeds (Red Amarnath/Spinach) | kg | 1,500 | 666.67 | <u>1,000,000</u> | <u>16,667</u> |
| Sub-total | | | | 8,175,000 | 136,250 |
| TOTAL REHABILITATION SUPPORT | | | | <u>21,175,000</u> | <u>352,917</u> |
| Transport, Storage, Handling | | | | | |
| Truck Rental and Related Costs | | | | 500,000 | 8,333 |
| Labour cost for Loading & Unloading | | | | 100,000 | 1,667 |
| Storage | | | | <u>475,000</u> | <u>7,917</u> |
| Sub-total | | | | 1,075,000 | 17,917 |
| Personnel, Administration & Support | | | | | |
| Personnel Cost (4 person 33% time) | month | 6 | 40,000.00 | 240,000 | 4,000 |
| Staff Travelling and Transportation | month | 6 | 20,000.00 | 120,000 | 2,000 |
| Volunteers allowances | month | 6 | 6,000.00 | 36,000 | 600 |
| Telephone, fax, Postage | month | 6 | 5,000.00 | 30,000 | 500 |
| Vehicle Running Cost | month | 6 | 5,000.00 | 30,000 | 500 |
| Utilities | month | 6 | 10,000.00 | 60,000 | 1,000 |
| Communication | Lumpsum | | | 75,000 | 1,250 |
| Audit fees | | | | <u>30,000</u> | <u>500</u> |
| Sub-total | | | | 621,000 | 10,350 |
| TOTAL ESTIMATED EXPENDITURE | | | | <u>22,871,000</u> | <u>381,183</u> |

Exchange Rate: 1 US\$ = Tk 60

I. REQUESTING ACT MEMBER INFORMATION

- **Church of Bangladesh Social Development Programme (CBSDP)**

II. IMPLEMENTING ACT MEMBER & PARTNER INFORMATION

The Church of Bangladesh Social Development Programme (CBSDP) is a non-political, non-profit development organisation working for the uplifting of the rural and urban poor irrespective of caste and creed. The genesis of the CBSDP can be traced back to when the church was involved in various activities, specifically in health and education. After the liberation of Bangladesh, the Church of Bangladesh started relief and rehabilitation activities, which eventually turned into development work.

In 1984 the CBSDP was registered as an NGO with the Government of Bangladesh under the societies Act and Foreign Donation Act Reg. No. DSM/FDO/R-155 and started its development activities through its projects in the rural areas. The CBSDP strives for the holistic development of the poor, underprivileged and disadvantaged people in society.

The Central office of the Church of Bangladesh Social Development Programme (CBSDP) co-ordinates a network comprising the local churches of Church of Bangladesh and their entire field based project offices. The proposed activities will be carried out through the field-based projects of CBSDP under the direct supervision of the Project Managers. The project offices are regional offices, also implementing development programmes.

III. DESCRIPTION of the EMERGENCY SITUATION

Description in areas to be assisted

The CBSDP propose to undertake post flood rehabilitation activities in severely affected locations in their own operational areas. The following mentioned villages have been selected through needs assessments carried out by staff members of CBSDP, church leaders and local communities. All the activities proposed are linked with ongoing CBSDP projects and only the most vulnerable of the affected population will be enrolled for the different rehabilitation components.

| Number of affected villages | Upazila (Sub-District) | District |
|-----------------------------|------------------------|--------------------|
| 15 Villages | Agaijhara | Barisal |
| 10 Villages | Uzirpur | Barisal |
| 20 Villages | Kowtalipara | Gopalganj |
| 5 Villages | Moksedpur | Gopalganj |
| 10 Villages | Haluaghat | Mymensingh |
| 10 Villages | Natore Sadar | Natore |
| 12 Villages | Modhupur | Tangail |
| 5 villages | Keraniganj | Dhaka |
| Total 87 Villages | 8 Upazilas | 6 Districts |

CBSDP has already provided the following relief assistance:

- 2,240 families received food aid worth Tk. 1,000,000 in the form of 10 kg rice, 3 kg pulses, 1 kg. salt, 1 litre oil and 3 packages ORS through ACT Funding received under the joint emergency appeal.
- 4,590 families received food aid worth Tk. 900,000 in the form of Rice- 6 kg, pulses 1 kg, salt 1 kg, potato-2 kg. through funding received from Christian Aid.
- 6,000 families received food aid in the form of Rice- 15 kg, pulses 3.75 kg, salt .375 kg, oil 1.5 litre and another 1,410 families received 18 packets of biscuits through WFP-UNDP

There are no security problems related to transportation and distribution of materials and access is not problematic.

IV. GOAL & OBJECTIVES

Goal: To assist those most affected by the flooding to rebuild their lives as well as to train them in disaster preparedness so that they are better able to withstand future ‘natural’ disasters.

Objectives

- To construct low cost houses and repair damaged houses
- To assist communities in restoring agricultural production
- Re-establishment of essential community infrastructure/ employment opportunities through cash for work
- To provide bedding and children’s clothing
- To provide Disaster Preparedness Training to enable communities to better prepare for future flooding and to mitigate effects

V. TARGETED BENEFICIARIES

The targeted beneficiaries will number approximately 30,000 people from 6,000 families, who have been most affected by the flooding. Immediately after the floodwater has receded, a survey will be carried out in the targeted areas to assess the actual damage done to houses, assets and community infrastructure. Based on this assessment the worst affected families will be selected for assistance, with a particular focus on those already associated with existing CBSDP projects, the poorer sections of society and food producers (i.e. farmers/ others occupations). Of the 6,000 beneficiary families 5,000 will be selected for growing vegetables (those who have a piece of land for vegetable cultivation).

The CBSDP staff will select the beneficiaries in consultation with local church leaders, community people, and local government officials.

VI. PROPOSED EMERGENCY ASSISTANCE & IMPLEMENTATION

HOUSING SUPPORT: 300 Families will receive assistance to reconstruct their destroyed houses. The optimum size of a low cost house will be 11’x16’ and made of CI sheet (7’CI sheeted 16 pieces) roofed with bamboo rafter-praline and fencing. Materials will be provided but not cash. The estimated cost for each house will be approximately Tk 8,500.

Another 300 families will be assisted in the repair of their damaged houses. They will be provided with approximately Tk 3,000, which will be a cash payment. The house owner will be bound to repair his house according to specifications set down in the assessment report.

AGRICULTURE REHABILITATION: The agricultural rehabilitation is considered the most urgent. Wheat, potato, rice and winter vegetable seeds will be distributed amongst the affected families who have some land on which to recover their crop loss.

- 15 kg. of rice seeds for 2,000 families
- 1.5 kg. of seed Potatoes for 2,000 families
- 15 kg. of wheat seeds for 1,000 families
- 10 varieties of vegetable seeds for 5,000 families

Quick growing vegetables seeds - Red Amaranth (Lalshak) 10 g; Radish 10 g; Spinach 50 g; Kangkong 50 g; Data Shak 10 g; Bottle gourd and Sweet gourd - will be distributed to the selected beneficiaries immediately the water recedes.

Rice, potato and wheat seeds will be purchased from BADC (Bangladesh Agriculture Development Corporation) and vegetables seeds will be purchased from wholesale market and transported to the distribution sites after packaging.

CASH FOR WORK: repair of roads, culverts, bamboo bridges, pond cleaning and raising of land etc will be carried out by the more vulnerable flood affected who are desperately in need of some means of income to enable them to survive. This project will create 10,000 man days of work and each labourer will be paid taka 80/= (eighty) a day.

BEDDING AND CHILDREN'S GARMENTS: The most severely affected families have lost most of their possessions including bedding. CBSDP has selected the most vulnerable families to receive one blanket or one quilt and one mosquito net per family. Also children's garments will be distributed to the poorest 1,000 families.

DISASTER PREPAREDNESS TRAINING: CBSDP is planning to train staff as well as members of the community based groups on disaster preparedness to enable them to cope better with future natural disasters. It will be organised at CBSDP's project offices by the staff. If necessary an expert will be hired from the Christian Commission for Development in Bangladesh (CCDB) or another ACT member.

Implementation Description Per Activity

The post flood rehabilitation team headed by the CBSDP Co-ordinator will organise the rehabilitation activities through the respective project managers including procurement, transport and distribution of the materials.

A Project Implementation Committee will be formed locally consisting of representatives from local Government, Community Leaders, NGOs and church members, to assist in ensuring the effectiveness of the intervention. At every level community participation is encouraged in terms of assessments, selection of beneficiaries, distribution of relief materials, etc.

A purchasing committee will be formed and all items will be purchased locally. The Relief Co-ordinator, Project Manager and Purchase committee will control all the procurement

The entire rehabilitation operation will be controlled, administered and managed by the Co-ordinator. He will be responsible for monitoring and reporting through assigned staff at the field based project offices.

VII. ADMINISTRATION, FINANCE, MONITORING & REPORTING

Administration

The CBSDP Central Office Dhaka will co-ordinate the overall implementation and execution of the activities. While the Project Managers in the affected areas will be responsible for implementation at a local level. Technical support will be sought from the national and local Government.

COB/ CBSDP will implement the proposed activities / assistance in accordance with the SPHERE standards.

Finance

The CBSDP Dhaka office will receive funds from donors and partners. The funds will be distributed to the respective regional project offices, according to requirements detailed in their work plans. The local CBSDP staff and project implementation committees will act according to their plans, maintaining good records regarding finance and project implementation. The CBSDP Dhaka office accountants will regularly visit the regional programmes to check and give guidance in terms of maintaining the financial records.

After the completion of the projects all accounts and related reports will be sent to the Dhaka office, where all the regional reports and accounts will be compiled and an arrangement for auditing will be made with the chartered accountant. These regional reports and the audited accounts will then form a basis for a Project Report for circulation to ACT, Donors, Partners and Organisations involved with the rehabilitation project.

Reporting Schedule

First interim reports (narrative & financial) - 30 November 2004

Final narrative and financial reports to be received within three months of closing date of 28 February 2005.

Monitoring Procedures

Monitoring and evaluation will be undertaken at different levels such as field level (affected areas), individual project level and SDP Central level.

The CBSDP Co-ordinator, through the relief team will monitor overall activities of the project and the field level Project Manager and its committee and staff will meet weekly to monitor progress and identify future steps.

Priority Setting

If sufficient funding is not received Cash for Work will be the first priority then agricultural rehabilitation followed by housing assistance.

VIII. IMPLEMENTATION SCHEDULE

Start-up is expected September 2004 and will continue for six months, until February 2005.

| | Sept | Oct | Nov | Dec | Jan 2005 | Feb |
|--|------|-----|-----|-----|-------------|-----|
| Preparatory activities | x | | | | | |
| Deployment of staff/volunteers | x | x | | | | |
| Identification of reference people | x | x | | | | |
| Procurement & arrangement of materials | x | x | x | | | |
| Distribution of materials | x | x | x | x | x | x |
| Implementation of activities | x | x | x | x | x | x |
| Monitoring and reporting | | x | x | x | x | x |

IX. CO-ORDINATION

CBSDP not only co-ordinates with other ACT members in Bangladesh but also with the relevant national and local authorities, international agencies in the area and other NGOs.

X. BUDGET

| <u>Description</u> | <u>Type</u> <u>Unit</u> | <u>No.</u> <u>Units</u> | <u>Unit Cost</u> <u>BTk</u> | <u>Budget</u> <u>BTk</u> | <u>Budget</u> <u>USD</u> |
|---|----------------------------|----------------------------|--------------------------------|-----------------------------|-----------------------------|
| DIRECT ASSISTANCE | | | | | |
| <u>Non Food Relief Assistance</u> | | | | | |
| House Construction | | | | | |
| Low cost house Tk-8500/= per house | Family | 300 | 8500 | 2,550,000 | 42,500 |
| House repairs | Family | 300 | 3000 | 900,000 | 15,000 |
| Agriculture | | | | | |
| Rice seeds (15 Kg. Per family) | Farmer | 2,000 | 300 | 600,000 | 10,000 |
| Potato seeds (15 Kg. Per family) | Farmer | 2,000 | 375 | 750,000 | 12,500 |
| Wheat seeds (15 Kg. Per family) | Farmer | 1,000 | 300 | 300,000 | 5,000 |
| Vegetable seeds (10 items per family) | Farmer | 5,000 | 100 | 500,000 | 8,333 |
| Cash for work | | | | | |
| Road repairs, pond cleaning, etc | Man-days | 10,000 | 80 | 800,000 | 13,333 |
| Bedding and Child garments | | | | | |
| Blanket/ quilts I no. per family | Family | 1,000 | 350 | 350,000 | 5,833 |
| Children garments | Family | 1,000 | 200 | 200,000 | 3,333 |
| Mosquito net I No. per family | Family | 1,000 | 300 | 300,000 | 5,000 |
| Disaster preparedness training | | | | | 0 |
| Training for group members | | 4,000 | 75 | 300,000 | 5,000 |
| Materials transport, operation & Support | | | | | |
| Transport cost | Truck | 12 | 8000 | 96,000 | 1,600 |
| Materials packing | piece | 5,000 | 20 | <u>100,000</u> | <u>1,667</u> |
| Sub Total | | | | 7,746,000 | 129,100 |
| Personnel, Admin, Operation & Support | | | | | |
| Relief Co-ordinator salary | Month | 6 | 10000 | 60,000 | 1,000 |
| Volunteer Expenses (5 person) | Month | 6 | 3000 | 18,000 | 300 |
| Travelling and convenience | Lump sum | | | 120,000 | 2,000 |
| Stationary and supplies | Lump sum | | | 12,000 | 200 |
| Local Transport | Lump sum | | | 24,000 | 400 |
| Audit Fee | Lump sum | | | <u>20,000</u> | <u>333</u> |
| Sub Total | | | | 254,000 | 4,233 |
| TOTAL ESTIMATED EXPENDITURE | | | | <u>8,000,000</u> | <u>133,333</u> |

Exchange Rate: 1 US\$ = 60