

Appeal

Burundi

Relief & Rehabilitation assistance to refugees and internally displaced in Burundi AFBI-51

Appeal Target: US\$ 2,107,883

Balance Requested from ACT Alliance: 1,507,119

Geneva, 11 March 2005

Dear Colleagues,

In Burundi, the periodic outburst of violence has continued to destabilise parts of the country, causing displacement and hardship coupled with returnees from neighbouring countries. With the recent droughts the situation has worsened. On 21 January 2005 a Rapid Response Funds (RRF) for US\$ 25,000 was issued by the ACT co-ordinating office to ACT member the **Conseil National Des Eglises du Burundi (CNEB)**, to begin addressing the immediate needs of communities affected by the severe drought in Kirundo province. CNEB has since been assisting over 11,096 vulnerable families with food aid. This appeal is a follow-up to further needs in the country and will be implemented by the **Conseil National Des Eglises du Burundi (CNEB)**, **Norwegian Church Aid (NCA)**, and **Christian Aid (CA)** which have included programs in the provision of non food items for the IDPs and returnees, agricultural and environment programs, water and sanitation, capacity building programs for local partners working with international partners such as NCA and CAID. It also includes the repatriation program for refugees hosted in Tanzania where the **Tanganyika Christian Refugee Services (TCRS)** managing these refugee camps is collaborating with the CNEB to ensure that the returnees will be provided with basic needs upon their return. **DanChurchAid (DCA)** has seconded an expert to work with the CNEB as part of capacity building efforts to the council. Work will be carried out in the following provinces: Kirundo, Kayanza, Gitega, and Rugigi.

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.

Name of ACT member/partner

- **Conseil National des Eglises du Burundi (CNEB)**
- **Norwegian Church Aid (NCA)**
- **Christian Aid (CA)**

Project Completion Date: 31 December 2005

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

	CNEB	NCA	CA	Total US\$
Appeal Targets	1,127,560	573,133	407,190	2,107,883
Less: Pledges/Contr Recd	510,664 (1)	0 (2)	90,100 (3)	600,764
Balance Requested from ACT Alliance	616,896	573,133	317,090	1,507,119

White Rakuba

Director, ACT Co-ordinating Office

Full details of programmes and budgets are on following pages.

I. REQUESTING ACT MEMBER

- **Conseil National des Eglises du Burundi (CNEB)**

II. IMPLEMENTING ACT MEMBER & PARTNER INFORMATION

Conseil National des Eglises du Burundi (CNEB), was established in Burundi in 1935 and now represents most of the mainstream Protestant churches in the country: the five Anglican Dioceses, the United Methodist Church, the Free Methodist Church, the Baptist Church, the Friends Church and the Kimbanguist Church.

The Council has many years of experience in implementing relief programmes through its network of co-ordinators nominated by member churches, and located in all the provinces of the country. Particular churches according to their capacities carry out specific rehabilitation and development projects.

CNEB implements only activities on national level, activities that are more ecumenical, those individual churches cannot do e.g. regional/national youth working camps, national festivals.

CNEB and its member churches are all partners to CA, NCA and DCA. CNEB is represented by co-ordinators in each of the 17 provinces. The co-ordinators are trained in SPHERE and implement and co-ordinate the relief programmes. They have assistants who belong to a different church than the main co-ordinator.

They network with the local administration and other NGOs on the field. They are often solicited by NGOs to assist because of their competence and honesty. CNEB network with FAO on seed distribution, CRS on NFI and OCHA co-ordination. CNEB provincial co-ordinators participate regularly in the focal point meeting to share the needs of the population.

CHRISTIAN AID (CA) has supported projects in Burundi since 1970. Its field office was established in 1995 to give support in capacity building, logistics, and monitoring and financial accountability.

NORWEGIAN CHURCH AID (NCA) has been supporting projects in Burundi since 1998. As an emergency program is concerned, NCA is involved in Water supply, shelters and rehabilitation of health centres and schools.

DANCHURCHAID (DCA): The services of DCA are only few years old but very important. DCA through DANIDA has supported CNEB in the distribution of NFIs to 10,000 families in the provinces of Rutana, Ruyigi and Makamba. DCA support focuses on non-food items, food security and rehabilitation of schools.

III. DESCRIPTION OF EMERGENCY SITUATION

Background of emergency: Humanitarian situation

The Tutsis, representing only 14% of Burundi's seven million people, have dominated the country politically, militarily, and economically since independence in 1962. The country has approximately 85% are Hutu, and one percent Batwa. The current cycle of violence began in October 1993 when members within the Tutsi-dominated army assassinated the first freely elected President, Melchoir Ndadaye, sparking Hutu-Tutsi fighting. Ndadaye's successor, Cyprien Ntaryamira, was killed in a plane crash on April 6, 1994, alongside Rwandan President Habyarimana. Sylvestre Ntibantunganya took power and served as President until July 1996, when a military coup d'état brought Pierre Buyoya to power for the second time. Since 1993 allegedly more than 300.000 have been killed, thousands internally displaced while others took refuge in neighbouring countries.

In August 2000, nineteen political parties signed the Peace and Reconciliation Agreement in Arusha. These accords include provisions for an ethnically balanced army, legislature, and democratic elections to take place after three years of transitional government. The transition period began on November 1, 2001. Pierre Buyoya served as president for the first 18 months and on 30th April 2003 he relinquished the presidency to the then Vice President Domitien Ndayizeye. In the second half of transition Alphonse Marie Kadege became vice-president. A cousin to Pierre Buyoya, Frederic Ngenzebuhoro, took over from Kadege in November 2004.

It was on 2nd December 2003, that the Government of Burundi (GOB) and the largest combatant opposition group, the National Council for the Defence of Democracy - Forces for the Defence of Democracy (CNDD-FDD), under the leadership of Pierre Nkurunziza, signed a cease-fire agreement. However, implementation of the agreement has faltered, as the other opposition faction, the Party for the Liberation of the Hutu People - Forces for National Liberation (PALIPEHUTU-FNL), led by Agathon Rwasa was not a signatory to the agreement and has continued its rebel activities until today.

On January 27, 2004, the GOB, the CNDD-FDD, and the smaller factions of the PALIPEHUTU-FNL signed a memorandum of understanding that established a Joint Cease-fire Commission, and called for the immediate deployment of an African Union (AU) Military Observer Mission to monitor the cease-fire agreement. On January 30, 2004, the UN Security Council called for the PALIPEHUTU-FNL to cease hostilities and join the peace process. Since then the UN has repeated its invitation to FNL to join the peace process. In the meantime FNL has been classified a terrorist organisation by the Government of Burundi and by the African Union. This happened after FNL took the responsibility of the infamous Gatumba massacre the 13 August 2004, where 160 Congolese refugees of Banyamulenge origin were killed.

UN-troops continue to participate in the Burundi peacekeeping mission. Contingents of Ethiopians, Nepalese, Kenyans, South Africans, Mozambicans, Pakistanis and others are now in Burundi. The planned elections in 2004 never realised and the process towards “democracy” has constantly been postponed. A referendum of a new constitution though took place in February 2005, and the result was an overwhelming YES. This will hopefully be followed by the long awaited elections on the different levels (hills, communes, nation and presidency).

2004 was a year of many positive steps in Burundi. CNDD-FDD is in the Government and there is relative security around the country. However in the fairly secured Bujumbura Rural where the repatriation process has started for real, the move was slowed down following the Gatumba massacre and the failing process of the planned elections. FNL is isolated but may still hamper the process towards final peace in Burundi.

Repatriation of Burundian Refugees: In August 2003, the Burundian and Tanzanian governments agreed with UNHCR to open three more border crossings, which have provided more direct routes for refugees returning to eastern and southern Burundi. Even over a half of the internally displaced Burundians have returned home, but some thousands new ones live under deplorable conditions in Bujumbura Rural. Humanitarian agencies provide limited food rations, NFIs and health-care services to some accessible populations.

Rates of HIV/AIDS are particularly high in the remaining camps for IDPs because of sexual violence and the deterioration of family structures. Education services for displaced children remain largely non-existent.

Burundi's high population density has reduced the average size of household land holding to less than half a hectare, insufficient to produce enough food for a household using current technology. Both FAO and WFP estimate that food aid needs for the up coming year will be approx. 254,000 metric tons (MT). FAO has started seed distributions to 193,000 families, CNEB being focal point for the distribution in RUTANA, KAYANZA and GITEGA.

Failing crops in Kirundo, Cankuzo, Muyinga and Ngozi have provoked a hunger catastrophe, with more than 100 people dead (January 2005).

Access to basic social and health services is severely low. Only one in two children goes to school and approximately one in ten adults has HIV/AIDS.

In rural areas, the impact of the conflict still runs in Bujumbura Rural through:

- Destruction of rural household capital
- Destruction of social infrastructures (schools, health centres etc)
- Population displacement around Bujumbura

- Limited access to education
- Increased HIV/AIDS

Main challenges:

- Massive problem in case of a sudden movement of refugees returning home.
- Many IDPs (internally displaced people)
- Non access to education services for nearly half of the children;
- HIV/AIDS
- Non- access to health services for a big part of the population
- Insufficient food production due to little land and infertile land
- Poverty
- Demobilised soldiers & rebels.

This appeal has 4 sections according to the priorities:

Proposed Emergency Assistance and Implementation Sections

I. Relief

II. Food security

PROJECT 1: Non Food Items – Emergency Stocks

The 10 -year civil war in Burundi has caused thousands and thousands of people to seek refuge in Tanzania and other countries. Thousand others are still displaced and are living in camps. They are in deplorable situation, without appropriate shelters, clean water or cooking utensils. They are exposed to various diseases. Those returning from refugee camps are without any difference from those IDPs because they found themselves without the necessary infrastructures of education and health facilities.

I. GOAL & OBJECTIVES

Goal: To provide for immediate humanitarian assistance to the most vulnerable people amongst the displaced, repatriated and other populations of concern.

Objectives: To provide 16,840 of the most vulnerable families with assistance (one humanitarian kit per family) to enable them to maintain minimum comfort and hygiene.

Output: 1 kit according to SPHERE standards to 16,840 identified vulnerable families. This makes approximately 84,200 people.

II. TARGETED BENEFICIARIES

16,840 of the most vulnerable families in Burundi including displaced persons and their host communities consisting of 50 % women, made up of widows, orphans, child headed household, the elderly and handicapped. The Batwa who make 1% of the population will also be included. The handicapped, the victims of HIV/AIDS and other vulnerable people will be given priority. Each case will be evaluated individually in order to determine the degree of vulnerability.

To ensure that the affected communities are consulted and are in agreement with targeting decisions, each zone will have a local committee comprising of local administrative officials, CNEB field Co-ordinators, made up of two male and two female representatives from the communities, plus two youth from the beneficiaries. The same committee will assist the community elders in drawing up a list of potential beneficiaries.

III. PROPOSED EMERGENCY ASSISTANCE & IMPLEMENTATION

Description of Assistance

Each family will be provided with one humanitarian kit, which contains the following:

2 blankets
 Plastic sheeting (1 /family)
 3 plates
 3 cups
 3 cooking pans
 2 (of 10 litres) jerry cans
 1 kg of soaps
 Wrap-ups for women (1/family)
 Clothing (3 pieces/ family)
 Hoes (1/family)

Our co-ordinators that are trained in emergency preparedness will monitor the distribution of the kits to ensure SPHERE standards are met.

Implementation Description per Activity

The following activities will take place in line with the project objective based on SPHERE guidelines:

- The provincial co-ordinators of CNEB will identify and select the most needy beneficiaries in co-operation with the local authorities and local committee.
- The local committee will be formed by the field co-ordinator, local administration, two men, two women representing the beneficiaries, the elders among the community, other humanitarian actors and church representatives who are involved in this field.
- Lists of beneficiaries are drawn up and verified by the implementing local committee, taking into consideration the selection criteria.
- Warehouse is rented and guards hired by the co-ordinators well in advance.
- Items are procured through tendering committee who tender at least three local companies, check the quality and the quantity available (state of warehouse and cost) quotes are invited from applicants
- Distribution cards for the beneficiaries and T-shirts for monitors are purchased and given well in advance
- Securing trucks for transporting items.
- Items are transported from warehouse to distribution sites.
- Distribution teams are given instructions well in advance and taken to the sites and are assisted by the beneficiaries.
- An independent monitor oversees the distribution,
- Beneficiaries are informed of the sites and time of distribution well in advance.
- Reporting takes place as soon as possible after the distribution.

PERSONNEL

The successful implementation of this project requires the following staff:

- CNEB Project Co-ordinator
- Provincial Co-ordinator
- Tendering Committee
- Logistician
- Accountant
- Distribution team
- Implementing committee
- Labourers
- Secretary
- Store keepers
- 4 guards at warehouse.
- 6 security guards at each distribution sites

Transition from Emergency to Longer Term Development

This NFI-distribution project is targeting the returnees, displaced and other vulnerable people of concern and some host families who are without access to the very basic daily items.

The UN and NGOs are developing a contingency plan to assist on longer-term settlement. Local Churches have to assist in such activities.

IV. IMPLEMENTATION TIME TABLE

April-December 2005.

V. ADMINISTRATION, FINANCE, MONITORING AND REPORTING

The following personnel will insure that the project activities take place within the agreed timeframe:

- CNEB General Secretariat (to follow up the implementation, monitoring, ensure timeliness and accuracy, quality of reports, liaison with auditors.
- CNEB – Head of Humanitarian Action and Development to co-ordinate all activities of the provincial Co-ordinators, implementing committee and local administration.
- Implementing local committee helps monitor and dress beneficiary lists, and determine vulnerability of some individual cases.
- Logistician – To oversee procurement, storage and distribution of the Items.
- Store keepers.
- Accountant – to ensure those items are purchased according to tender committee, recommendation. Make financial report on time.
- Independent monitor and evaluator
- To ensure that the project objectives are adhered to, detect irregularities in the project and the impact of the project.

Finance Management and Control

- A separate bank account in Burundi will be opened by CNEB, if funds are received.
- External procurement will be monitored by CNEB.
- For reporting and auditing purposes CNEB Accountant is trained in financial systems as required by donors.
- An external auditor will be invited (tender will be given and quotes invited).
- Checks will be mainly used, while cash flow minimised.
- Checks will be co-signed by the General Secretary and the Project Co-ordinator after due documents are fully provided.

For 2005 DCA has kindly pledged US\$ 379,165 for assisting in the purchase of emergency stocks.

PROJECT 2: TRANS BORDER COORDINATION, TCRS-CNEB

The Tanganyika Christian Refugee Service (TCRS), an ACT Member supported by Danida through DCA, is responsible for a refugee program in four refugee camps in the Kibondo District in Tanzania. Through the ACT network and DanChurchAid's support to TCRS as well as CNEB, information exchange and, with the improved peace prospects, cross border co-ordination has been increasingly facilitated. Since November 2003, CNEB has paid regular visits to the camps in order to build confidence with refugees and to be able to address returnees' needs best possible. The CNEB visits to the camps in Tanzania give the CNEB co-ordinators an opportunity to have talks with the different groups in the camps: women, men, youth, children, widows, handicapped and the elders and with TCRS to plan the assistance to the same groups.

It is worth noting that the refugees have expressed their confidence in agencies like CNEB, because CNEB is not connected to the Government or any other political entity in Burundi. Through its network CNEB can function and is functioning as a “messenger” both ways over the border. CNEB is participating in the national and provincial co-ordination meetings of UNHCR and seen as an important partner at the “reception end” of the return process based on its presence in all corners of the country and its capability in mobilising people when necessary.

PROJECT 3: EIGHT YOUTH CAMPS

Eight hundred youth (boys and girls) from different background (ethnically and geographically) will work together in constructing a community centre, which later will be used as a gathering place for many different activities like adult literacy learning, discussions centre around topics like peace and reconciliation, HIV-AIDS, civic education in general, violence against women, cultural activities or simply a meeting place for local groupings (women’s associations, youth groups etc).

DCA has kindly pledged US\$ 131,499 for this section of the appeal.

Implementation methodology:

- Supervised by adult professionals the youngsters will assist with the building activities.
- During the afternoons the youth will play different sports games like football, basketballs etc or will meet around some specific topic for discussion (depending on the weather).
- The evenings will be for evaluation and documentary films, followed by discussions on the films. Film topics will be on peace and reconciliation, the battle against HIV-AIDS and assistance to victims of the same gender and development problems, rights and duties of citizens, life quality in a poor war-affected society, peaceful togetherness, etc.
- The weekends are for walking and visiting the surrounding environment.

PROJECT 4: SEED MULTIPLICATION CENTRE OF KIMEZA

I. IMPLEMENTING PARTNER

EB/BUYE- Eglise Episcopale du Burundi, Diocese of Buye

II. IMPLEMENTING PARTNER INFORMATION

EEB/BUYE is one of the five Dioceses, which makes l’Eglise Episcopal / Anglican Church of Burundi. It was established in Burundi in 1935 by the British missionaries and is a part of the National Council of Churches of Burundi (CNEB).

III. BACKGROUND

The province of Kirundo just like the other provinces of the North of Burundi was hit by the crisis in 1993 and the following years of turmoil. Thousands and thousands were forced to flee their homes mainly to Tanzania as refugees or to protected camps inside Burundi as Internally Displaced Persons (IDPs). Following the Arusha Accords in August 2000, the IDPs and some refugees started to return home.

Thousands of families have returned and more are to follow. An assistance of seeds and agricultural tools is essential to help these people to restart a life in dignity. Also, the assistance of Kimeza to the local population shall be seen as a fight against the under-nourishment in Kirundo Province.

III. PROPOSED EMERGENCY ASSISTANCE & IMPLEMENTATION

The request for 2005 relates to:

- Activities of the Kimeza project
- Food security

KIMEZA PROJECT

- **Salaries of staff**
- **Transport** - The maintenance of the project motorbike and the purchase of a second hand pick are essential. The vehicle of the Office of Development in Ngozi is not appropriate for visits to Kimeza. Moreover, during the rainy seasons, the existing car cannot go to Kimeza. This harms the project as it hinders the transportation of products which the people wish to sell in the markets around Kimeza.
- Procurement of medical products for cattle.

Saison 2006 A - Potatoes and corn will be multiplied in season 2006. The agricultural cultures shift from year to year as not to exhaust the soil. Season 2006 starts in September/October 2005 and the harvest will be in January 2006. One-third of the harvested crops will be distributed to the members; another third will be sold in the local market while the other one-third will be stored as seeds for the proper centre or to be distributed to vulnerable groups.

FOOD SECURITY

The food security project is an essential part of the framework to reinforce the impact of the Kimeza project, which not only deals in food productions as such but also raise the voice for the improvement of the living conditions of the vulnerable populations. The Kimeza Centre shall have a lot of common activities in local community centres, like adult literacy classes etc. This will include assistance to the Batwa.

IV. TARGETED BENEFICIARIES

Direct beneficiaries:

- 520 members of agro-pastoral associations of the seed multiplication centre of KIMEZA, including 459 women and 61 men.
- 324 people who follow the adult literacy campaign at the centre. 90 % are women.

Indirect beneficiaries:

- All family members and the surrounding population.

V. GOAL & OBJECTIVES

Objective (Kimeza Project):

- To provide humanitarian assistance to vulnerable populations, comprising displaced persons, refugees and host communities in areas directly affected by conflict. Special attention will be given to children, adolescents and women.

Activities

- Help revive agricultural production and prevent malnutrition. Equip communities with new agricultural methods through seminars and visits in collaboration with local development associations.
- Promote distribution of mosaic resistant cassava, bean, corn, potatoes and banana plants through local seeds fairs. Seeds and tools will be distributed for the season 2005 B to the 220 new recipients of the Kimeza project, to the 1873 repatriates and the 134 members of the two new agro/pastoral groupings bordering Kimeza, plus to 127 families of Batwa
- Provide families with animal stocks.

- Distribute food, seeds and tools to families with malnourished children, IDPs and other strictly targeted vulnerable population groups.
- Build the capacities and awareness of families coping with HIV/AIDS.

Expected outputs / Indicators:

- Estimated direct beneficiaries: 2,434 persons
- Numbers of functioning seed fairs/multiplication
- SFC and TFC indicators: as per Sphere.

Inputs for project implementation

The purchase of second hand picks up to make effective follow-ups on the activities and the provisioning of agricultural input and outputs.

APPENDIX: NEEDS 2005 B AND 2006 A

Beneficiaries	Number of beneficiaries	Seeds of Bean.	Hoes	Ration per beneficiary	Potatoes	Corn	Artificial fertiliser
Kimeza Project					1500 kg	100 kg	10 bags
New beneficiaries	300	3,000 kg		10 kg of bean			
Repatriates	1873	18,730 kg	1873	10 kg of bean +1 hoe			
Two associations Twiyungunganye & Dukorere hamwe.	134	1,340 kg	134	10 kg of bean +1 hoe			
Batwa	127	1270 kg	127	10 kg & 1 hoe			
Total	2434	24,340 kg	2134		1500 kg	100 kg	10 sacs

Implementation Timetable: April-December 2005.

Transition or Exit Strategy

The UN and NGOs are developing a contingency plan to assist in longer-term settlement. Local churches have to assist in such activities. For example, currently, the churches are being called upon by the different NGOs to assist in emergency distributions of mainly seeds and agricultural tools.

VI. ADMINISTRATION & FINANCE

The following personnel will insure that the project activities take place within the agreed timeframe:

- CNEB General Secretariat (to follow up the implementation, monitoring, ensure timeliness and accuracy, quality of reports, liaison with auditors.
- CNEB – Head of Humanitarian Action and Development to co-ordinate all activities of the provincial Coordinators, implementing committee and local administration.
- Implementing local committee monitors beneficiary lists, and determines vulnerability of some individual cases.
- Logistician – To oversee procurement, storage and distribution of the items.
- Store keepers.
- Accountant – to ensure those items are purchased according to tender committees, recommendation. Make financial report on time.
- Independent monitor and evaluator
- To ensure that the project objectives are adhered to, detect irregularities and the impact of the project.

VII. MONITORING, REPORTING & EVALUATIONS

- A separate Bank account in Burundi will be opened by CNEB, if funds are received.
- External procurement will be monitored by CNEB.
- For reporting and auditing purposes CNEB Accountant is trained in financial systems as required by donors.
- An external auditor will be invited (tender will be given and quotes invited).
- Checks will be mainly used, to minimise cash flow.
- Checks will be co-signed by the General Secretary and the Project Co-ordinator after due documents are fully provided.

Reporting schedule:

- **Interim narrative and financial reports due at ACT CO by 15 September 2005 i.e. within one month following mid-term of project.**
- **Final narrative and financial reports due at ACT CO by 28 February 2006, i.e. within two months of completion of project**
- **Audit due by 31 March 2006 – within 3 months of end of project.**

VIII. BUDGET

ESTIMATED EXPENDITURE

Description	Type of Unit	N° of Units	Unit Cost USD	Budget USD
EMERGENCY STOCK for 16,840 families				
Blankets (2 per family)	Pce	40,000	4.50	180,000
Plastic Sheeting 1/family	Pce	20,000	12.40	248,000
Jerrycans (2/family)	Pce	40,000	2.00	80,000
Soap (1Kg/family)	Pce	20,000	0.60	12,000
Cups (3/ family)	Pce	60,000	0.23	13,800
Plates (3/ family)	Pce	60,000	0.23	13,800
Cooking pans (3/family)	Pce	60,000	2.10	126,000
Wrap ups cloths for women (1/family)	Pce	20,000	3.40	68,000
Hoes (1/fam) 24 hoes	Packet	633	141.00	89,253
Warehouse rental for 2 facilities	Year	2	8,989.00	17,978
Three warehouse guards	persons	3	141.00	423
Causal Labor (Loading /Offloading	Lumpsum	1	1,620.00	1,620
Transport	Lumpsum	1	39,326.00	39,326
Monitoring field visits	Lumpsum	1	5,993.00	5,993
Coordination meetings	month	10	2,073.00	20,730
Administration costs				
Mobile phones	Purchases	2	234.00	468
Head of project	month	6	199.00	1,194
Logistician	month	6	159.00	954
Accountant	month	6	120.00	720
Secretary	month	6	80.00	480
TOTAL EMERGENCY STOCK for 16,840 families				<u>920,739</u>
TCRS-CNEB CO-ORDINATION				
Mutual cross border visits*	Lumpsum			10,000
TOTAL TCRS-CNEB CO-ORDINATION				<u>10,000</u>

Description	Type of Unit	N° of Units	Unit Cost USD	Budget USD
CONSTRUCTION OF 8 YOUTH CAMPS				
PRE-CAMP & POST-CAMP				
Field visits	Lumpsum	8	204	1,630
Building materials, cement, timber, tools etc..	lumpsum	8	7,569	65,000
Construction supervisors	lumpsum	8	300	2,400
Transportation of building materials	lumpsum	8	1,139	9,112
Youth motivation seminars	Seminars	8	815	6,520
Communication equipment	lumpsum	8	370	2,960
Educational materials for youth centres	lumpsum	8	419	3,352
Follow-up evaluation	lumpsum	8	1,852	14,816
Accommodation & food (200 per each camp)	lumpsum	8	3,688	29,504
TOTAL 8 YOUTH CAMPS				<u>135,294</u>
KIMEZA SEED /FAIR -CENTRE				
Salaries				
Coordinator	Month	8	92	736
Veterinary	Month	8	73	584
Agronomist	Month	8	60	480
Kimeza Coordinator	Month	8	64	512
Store keeper	Month	8	46	368
4 Watchmen	Month	8	55	440
4 Herd keepers	Month	8	55	440
4 Calves feeders	Month	8	55	440
Total Salaries Kimeza Seed Centre				4,000
Maintenance of motorcycle	lumpsum	1	138	138
Veterinarian Products	lumpsum	1	460	460
Workshop on Follow up and Evaluation	lumpsum	1	1,840	1,840
Adult literacy	lumpsum	1	460	460
Office equipment	lumpsum	1	230	230
Communication	lumpsum	1	110	110
Transport	lumpsum	1	690	690
Vehicle maintenance	lumpsum	1	460	460
Non-food item				
Beans	kg	24,350	0.23	5,601
Hoes	piece	2,134	1.84	3,927
Transport	lumpsum	875	1	875
Distribution tools	lumpsum	220	1	220
Loading and unloading	lumpsum	140	1	140
Communication and report	lumpsum	24	1	24
Goats	head	220	23	5,060
Potatoes, seeds	kg	1,500	0.32	480
Fertilizers	sac	10	29.5	295
Maize, seeds	kg	100	0.18	18
Total Non-food item				21,027
TOTAL KIMEZA SEED FAIR/CENTRE				<u>25,027</u>
CAPITAL ASSET				
Secondhand pick-up	vehicle	1	16500	<u>16,500</u>

Description	Type of Unit	N° of Units	Unit Cost USD	Budget USD
AUDIT & EVALUATION				
Project evaluation and impact assessment	lumpsum	10,000.00	1	10,000
Financial audit	lumpsum	10,000.00	1	10,000
TOTAL AUDIT & EVALUATION				<u>20,000</u>
TOTAL EXPENDITURE				<u>1,127,560</u>

I. REQUESTING ACT MEMBER

- **Norwegian Church Aid**

II. IMPLEMENTING MEMBER & PARTNER INFORMATION

NCA has been supporting projects in Burundi since 1998. As an emergency program is concerned, NCA is involved in water supply, shelters and rehabilitation of health centres and schools.

III. GOAL & OBJECTIVES

Goals

- The overall goal is to strengthen the capacity of church partners and targeted communities in the Northwest, South and North, who are suffering from destruction of social infrastructures as a result of the 11-year war and instability.
- To reduce diseases and tension in the communities by supporting adequate shelter for vulnerable families
- To facilitate the provision of shelter materials to vulnerable families and to support community - based construction of houses for 800 families in Cibitoke, Makamba and Kirundo Provinces.

Objectives

The overall objectives are to reduce conflict and tension; promote peace and reconciliation; and prevent further conflicts by supporting community based construction and rehabilitation work.

To assist in the building of 800 houses and one family latrine per house by providing building material which are not available locally or not affordable by the beneficiaries including iron sheets, doors and windows, timber, and nails. Skilled labour will also be provided in exceptional cases where the beneficiaries are unable to construct their houses due to being a child-headed household, disabled or elderly.

IV. TARGETED BENEFICIARIES

The proposed projects will target vulnerable populations in three provinces by assisting the after-war rehabilitation and re-integration activities in Burundi encouraging the peace and reconciliation process in the country.

Numbers and type of beneficiaries targeted: Shelter kits (800) and 4,000 beneficiaries (800 family units)

Criteria for selection of beneficiaries

- Priority will be given to households that are child and female-headed, the disabled and the elderly.

V. DESCRIPTION OF ASSISTANCE and IMPLEMENTATION

Description of assistance

The proposed assistance focuses on essential areas (in co-ordination with other ACT partners) that are not being filled by other agencies and for which its church partners have competence including in the distribution of shelter kits.

The beneficiary communities, together with church partners, developed the components of this appeal. NCA Burundi encourages community participation and the knowledge of the community in utilising local materials.

NCA will provide support and guidance for its church partners in the implementation of the project components.

Inputs for project implementation

A committee will be established consisting of the Program co-ordinator of NCA Burundi, the representative of the implementing partners, a representative from both the sector and district, and two representatives (one woman and

one man) elected from among the residents of the three provinces. This committee will select the 800 family beneficiaries giving priority to households headed by children, women, disabled, and elderly.

Through its church partners, NCA will provide 800-shelter top-up kits to vulnerable families and support them to construct durable houses according to Sphere Standards. The following inputs will be provided per house:

Roofing sheets	38
Windows	4
Doors	3
Beams / rafters	30
Construction set for family latrine	1

The standard house design measures 6m x 7m

Nails, ridges etc. and skilled labour will be provided according to the individual requirements.

VI. ADMINISTRATION, FINANCE, MONITORING, AND REPORTING

Administration

Overall implementation will be co-ordinated and supervised by the NCA Program Co-ordinator in close co-operation with the various actors at the field level - particularly CNEB and implementing church partners, and in close liaison with the NCA Great Lakes office in Kigali.

Finance

Financial Manager is responsible for the financial aspect of the project, while the Project Co-ordinator and the Finance Officer carry out expenditures and coding. Administration will be at the implementing partner's office. The Finance and Administration Office will compile the reports as required indicating expenditures by budget line.

Although funds will be administered through our implementing partners, NCA will aim to help its implementing church partners strengthen their capacity in the area of finance and administration.

Monitoring

The committee established to identify beneficiaries for the distribution of the shelter kits would also have a monitoring role. This committee will monitor the progress of the construction of the houses of the beneficiaries and submit a brief monthly report to the NCA Burundi Program Co-ordinator, who in turn will have a monitoring role on all project components.

Reporting

Monthly progress reports will be prepared by implementing church partners and submitted to the NCA Burundi Program Co-ordinator.

Through CNEB, ACT-Geneva will be provided with narrative, statistical, financial, and audit reports as specified in the ACT reporting guidelines.

Implementation Schedule: The implementation is planned to start on 1 April 2005 to 31 December 2005.

Reporting schedule:

- **Interim narrative and financial reports due at ACT CO by 15 September 2005 i.e. within one month following mid-term of project.**
- **Final narrative and financial reports due at ACT CO by 28 February 2006, i.e. within two months of completion of project**
- **Audit due by 31 March 2006 – within 3 months of end of project.**

VII. CO-ORDINATION

Co-ordination with other ACT members

The activities implemented by the different ACT members will be co-ordinated through the ACT Burundi Members with its co-ordination office based in CNEB.

Co-ordination with government and other NGOs

NCA will liaise with the relevant government authorities to prevent duplication and ensure the necessary support from authorities. NCA will also ensure that the projects are co-ordinated with other agencies involved in housing.

Co-ordination with other NGOs

Regular NGO co-ordination meetings will be attended by NCA to ensure the co-ordination of the activities in these project components of the appeal.

VIII. BUDGET**ESTIMATED EXPENDITURE**

Description	Type of Unit	N° of Units	Unit Cost USD	Budget USD
REHABILITATION/CONSTRUCTION				
Shelter kits with family latrine	House	800	650	520,000
Logistic/ transport procurement	Month	8	667	5,333
Storage	Month	4	600	2,400
Security guards	Month	4	600	2,400
Casual Labour	Month	6	333	2,000
Project co-ordinator	Month	6	600	3,600
Transport co-ordinator	Month	6	300	1,800
Finance officer/project	Month	6	500	3,000
Transport	Month	2	3,000	6,000
TOTAL REHABILITATION/CONSTRUCTION				<u>546,533</u>
ADMINISTRATION				
Administrative/ Secretary	Month	6	450	2,700
Assistant	Month	6	300	1,800
Driver	Month	6	200	1,200
Fuel	litres	12000	1	12,000
Telephone & fax	Lumpsum	6	250	1,500
Electronic Mail	Lumpsum	6	50	300
Office supply	Lumpsum	6	250	1,500
Per diem	trip	120	30	3,600
TOTAL ADMINISTRATION				<u>24,600</u>
Audit & Evaluation	Lumpsum	1	2,000	<u>2,000</u>
TOTAL EXPENDITURE				<u>573,133</u>

I. REQUESTING ACT MEMBER

- **Christian Aid**

II. IMPLEMENTING MEMBER & PARTNER INFORMATION

Christian Aid (CA) has supported projects in Burundi since 1970. Its field office was established in 1995 to render support in capacity building, logistics, and monitoring and financial accountability.

III. BACKGROUND

The signature of cease-fire between the Transition Government and CNDD/FDD led by Peter Nkurunziza, the fact that CNDD is now in the Government and the peace process which has come to nearly the whole country but Bujumbura Rural encourage the refugees to start returning home. This trend will continue if the peace process and elections process continue in a democratic direction.

Thus, CA expects a massive repatriation of refugees and a massive return of the IDPs (more than half of them have already returned home) with accompanying consequences if the receiving community is not prepared. These repercussions include lack of food, insufficient social infrastructures and a rampant banditry.

CA would like to assist 10,000 families, who will be identified in five provinces (Gitega, Ruyigi, Rutana, Kayanza and Kirundo), by giving them the agricultural production means (seeds, tools and cattle).

Food Security

In this appeal, CA proposes to assist the repatriated via the seed multiplication centres, which are mainly in the Tanzanian border provinces e.g. the Nyankanda centre in Ruyigi, Gifunzo centre in Rutana and Kimeza Centre in Kirundo plus Kabarore centre in Kayanza. These centres were selected either due to its proximity to Tanzania or that they are in region. These centres already received many returnees in 2004 and will continue to host more returnees. This is why CA will distribute seeds and hoes to the returnees once they are in their home of origin, so that they can start producing and become self-reliant.

CA suggests that an additional assistance be given to the Batwa people who are a minority group, vulnerable and have been marginalised for years. The five above mentioned centres have already been rehabilitated and have infrastructures that will serve in the training of the beneficiaries. They will provide technical skills and human resources.

IV. GOAL and OBJECTIVES

Goal: To improve food security, reduce poverty and increase the self- sufficiency of 10.000 families identified in five provinces.

Objectives:

- To distribute seeds, tools and animals to identified 10,000 families
- To multiply seeds in order to increase the quantity and quality of seed stock for future planting
- To diversify crops and integrate crop cultivation with small- scale livestock rearing

V. TARGETED BENEFICIARIES

The direct beneficiaries of this ACT/CA agricultural program are 10,000 families of returnees and other vulnerable people identified in five provinces including minority Batwa people.

VI. PROPOSED EMERGENCY ASSISTANCE & IMPLEMENTATION

Description of assistance

The following input will be provided:

- Seeds for crops (beans, potatoes and vegetables)
- Hoes and spades
- Fertiliser, pesticides and manure (where appropriate such as NPK etc)
- Livestock (goats, pigs or cattle)
- Veterinary inputs (vaccinations)
- Sacks and packets

Each family will be provided with 20 Kg of seeds of beans, 20 Kg of seed potatoes and 2 hoes).

Livestock, veterinary input and fertiliser will be donated to:

Kabarore Seed Nursery in Kayanza Province,

Nyankanda Seed Multiplication Centre in Ruyigi province,

Gifunzo Agro-Pastoral Project in Rutana Province,

Two Batwa associations: Mutaho Batwa Project and Gitega Batwa Project, both in Gitega Province.

These centres will distribute seeds and tools to the beneficiaries and supervise the whole agricultural process until the final harvest. They will also distribute animals to the beneficiaries and see to that new breed animals will be given to other beneficiaries.

Implementation description per activities

The following activities will take place in line with each project objective:

Objective 1: To distribute seeds, tools and animal to identified 10,000 families

- Identification and selection of the most needy beneficiaries will be done by the project co-ordinators (one for each partner), in co-operation with the local authorities and local committee.
- The field co-ordinator, local administration, and 4 persons representing the beneficiaries and other humanitarian representatives who are involved in the region will form the local committee.
- Beneficiaries' lists are drawn up and verified by the implementation local committee, taking into consideration the selection criteria.
- The co-ordinators will hire Warehouse and guards well in advance.
- Purchase input (seeds, tools, fertilisers etc.)
- Securing trucks for transporting items
- Transport of items from warehouse to distribution site
- Distribution of seeds and tools
- Monitoring and reporting take place as soon as possible after distribution

Objective 2: To multiply seeds in order to increase the quality and quantity of seeds stock for future planting

- Meeting with beneficiaries on ways to divide harvests
- Provide training in specific techniques such as terracing, anti-erosion and water retention methods
- Preparing fields
- Harvesting, sorting and sharing out of produce
- Monitoring & Evaluation and reporting

Objective 3: To diversify crops and integrate crop cultivation and small-scale livestock rearing

- Purchase of animal livestock
- Provide fodder and veterinary care
- Sharing out of animals produced and distributing to beneficiaries.
- Monitoring & Evaluation/ reporting and planning for next stage

Inputs for project implementation

An appropriate field capacity will be maintained by CNEB, to assess evolving needs and devise co-ordinated responses by the local. Below is the list of key persons required:

- ACT/CA Burundi Field Office (Including Programme Officer, Consultant and Accountant)
- 5 Project Co-ordinators (one for each partner)
- Tender committee
- Consultant in agronomy
- Trainers in agro-pastoral techniques
- Labourers (to help those who are physically unable)
- Laboratory analysis for quality control
- Veterinarian
- Guards
- Storekeepers

Procurement and Transport

All inputs will be purchased locally, tenders are sought with written quotes and samples provided and tested for quality. Funds will be provided to partners to hire trucks and drivers for the transport of inputs.

Implementation Timetable: This project runs in accordance with seasonal calendar. CA is looking for funds for the agricultural seasons 2005 C, which starts in March and 2006 A, which starts in September 2005.

VII. ADMINISTRATION, FINANCE, MONITORING, & REPORTING

Administration and monitoring

The personnel listed above will insure that the project activities take place within the agreed timeframe:

- ACT/CA London Program Support Officer (overall responsibility for reporting to donors)
- ACT/ CA Burundi Field Office (including Program Officer, Consultant and Accountant – to follow up the implementation, monitoring & evaluation, ensure timeliness and accuracy, quality of reports, liaison with auditors.
- Project Co-ordinator (one for each partner – manages project activities on a day – to – day basis)
- Local committee helps in monitoring and maintaining beneficiaries' lists, and determines vulnerability of some individual cases.
- Consultant in agro-pastoral techniques (to periodically monitor agro-pastoral activities)
- Laboratory analyst (for quality control)
- Vet (for the health of the animals)

Finance Management and Controls

This project will be implemented as soon as funds are available.

The financial control will be the overall responsibility of the ACT/CA Field Office in Burundi. Each partner will be responsible for keeping their own accounts based on sound accounting principles. An audit of the whole financial report will also be carried out at the end of the appeal by a fully accredited audit firm. The five partners will do this from the ACT/CA Field Office using samples of the accounts provided and with the field visits where necessary by the ACT/CA accountant.

Reporting schedule:

- **Interim narrative and financial reports due at ACT CO by 15 September 2005 i.e. within one month following mid-term of project.**
- **Final narrative and financial reports due at ACT CO by 28 February 2006, i.e. within two months of completion of project**
- **Audit due by 31 March 2006 – within 3 months of end of project.**

VIII. CO-ORDINATION

ACT/CA and the partners involved in this project co-ordinate fully with local authorities at every level. The local authorities assist in selecting the beneficiaries and are often present to monitor distributions and oversee harvests.

IX. BUDGET**ESTIMATED EXPENDITURE**

Description	Type of Unit	N° of Units	Unit Cost USD	Budget USD
FOOD SECURITY				
Seeds of beans (20 KG/Family)	KG	200000	0.36	72,000
Seeds of potatoes (20 KG/Family)	KG	200000	0.4	80,000
Animal purchase (3/Famille)	head	3000	27.00	81,000
Fertiliser (5 kg/Family)	KG	50000	1.60	80,000
Hoes (2 / Family)	pce	20000	2.25	45,000
TOTAL FOOD SECURITY				<u>358,000</u>
TRANSPORT, STORAGE, WAREHOUSING AND RELATING COST				
Fuel	lumpsum	1	15,000.00	15,000
Warehouse rental (5 province)	area	5	100.00	500
Warehouse security guards	month	9	60.00	540
Labour for loading and unloading	lumpsum	1	2,000.00	2,000
TOTAL TRANSPORT, STORAGE, WAREHOUSING & RELATED COST				<u>18,040</u>
PERSONNEL, ADMINISTRATION, OPERATIONS AND SUPPORT COSTS				
Staff salaries/benefits				
Provincial coordinators	month	12	312.50	3,750
Logistician	month	3	250	750
Agronomist	month	3	200.00	600
Listing/Distribution officers	month	10	450.00	4,500
Field workers (ploughing, weeding, animal care)		1	3,000.00	3,000
Local and regional travels				
Per diem for food and lodging	days	18	25.00	450
Offices operation costs				
Stationary and material	lumpsum	1	3000	3,000
Communications		1	300.00	300
TOTAL PERSONNEL, ADMINISTRATION, OPERATIONS & SUPPORT COSTS				<u>16,350</u>
AUDIT AND EVALUATION				
Project evaluation and impact assessment	lumpsum	1	4,300.00	4,300
Financial audit	lumpsum	1	4,500.00	4,500
TOTAL AUDIT AND EVALUATION				<u>8,800</u>
Capacity Building in Food Security	lumpsum	1	6,000.00	<u>6,000</u>
TOTAL EXPENDITURE				<u>407,190</u>