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Coordinating Office

Appeal

India

Assistance to Flood Affected in Gujarat & Madhya Pradesh - ASIN51

Appeal Target: US\$ 881,709

Balance Requested from ACT Alliance: US\$ 850,709

Geneva, 8 July 2005

Dear Colleagues,

The States of **Gujarat** and **Madhya Pradesh** are experiencing the first phase of floods due to continuous rains since the last week of June. The week-long torrential rains across Gujarat have flooded many cities and villages in 18 districts of southern Gujarat and Saurashtra. Many dams, rivers and creeks are overflowing and the continuous rains have necessitated the evacuation of nearly 500,000 people to safer places (makeshift camps, schools and religious places) and caused large scale damage to infrastructure as well as personal and public property. The death toll in Gujarat has now reached 142. Road, rail and telecommunication have been disrupted severely, hampering relief intervention.

Madhya Pradesh has also been seriously hit with the worst affected areas being Sagar, Chattarpur, Damoh, Sahra, Riva and Katni where 1 million people are severely affected. The death toll currently stands at 34 and 49,000 people have been evacuated to relief camps.

ACT members, **Church Auxiliary for Social Action (CASA)** and the **Lutheran World Service India (LWSI)** are already taking action to assist the most vulnerable of the people affected. CASA has mobilised relief teams both in Gujarat and Madhya Pradesh, while LWSI is operating in Gujarat. Planned activities include provision of cooked food, drinking water, dry rations, plastic sheets (for temporary shelter) and clothing, blankets, utensils, candles and matches, hygiene kits.

ACT is a global alliance of churches and related agencies working to save lives and support communities in emergencies worldwide.
The ACT Coordinating Office is based with the World Council of Churches (WCC) and The Lutheran World Federation (LWF) in Switzerland.

Project Completion Date:

CASA - 31 August 2005
 LWSI - 30 September 2005

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

	CASA	LWSI	Un-allocated	Total Target US\$
Appeal Targets	585,453	296,256		881,709
Less: Pledges/Contr Recd	0	0	31,000	31,000
Balance Requested from ACT Alliance	585,453	296,256	-31,000	850,709

Jessie Kgoroadira
 Acting Director, ACT C.O.

Full details of programmes and budgets are on following pages.

BACKGROUND INFORMATION

GUJARAT

The state of Gujarat is experiencing the first phase of floods due to incessant rains since the last week of June. The week-long torrential rains across Gujarat have flooded many cities and villages in 18 districts of south Gujarat and Saurashtra. Many dams, rivers and creeks are overflowing and the continuous rains have necessitated the evacuation of nearly 500,000 people to safer places and caused large scale damage to infrastructure, personal and public property.

The situation is reported to be critical in the districts of Vadodara, Kheda, Surat and Anand. There has been a cumulative average of 619 mm of rainfall and 51 mm of rainfall during the last 24 hrs in Valsad, Surat, Navsari and Dangs as the monsoon advances into north Gujarat. The affected districts are Surat, Valsad, Navsari, Bharuch, Vadodara, Surendranagar, Dangs, Ahmedabad, Anand, Kheda, Amreli, Bhavnagar, Junagadh, Rajkot, Narmada, Jamnagar, Gandhinagar and Sabarkantha. The rivers Tapti, Narmada, Vishwamitri, Ambica, Purna, Shedhi and Vatra are all reported to be well above danger level. Due to topographical conditions and poor drainage the rain water has inundated the villages and towns, seriously affecting the livelihood and security of people and causing damage to roads, power supplies and other infrastructures.

The situation has improved somewhat in central Gujarat since 2 July and attention is now diverted towards relief work and prevention of a possible outbreak of epidemics in the waterlogged areas. However, Bulsar, Navasari, Surat and Dangs districts in south Gujarat, Mehsana and Sabarkantha districts in north Gujarat and Surendranagar and Amreli districts in the Saurashtra region continue to receive heavy rainfall (between 100 mm and 200 mm) since 2 July. Though the water level receded in some parts of Vadodara city and some of the main thoroughfares reopened for traffic, Padra and Karjan remain under water as do most parts of Anand and Kaira districts in central Gujarat. Major rivers in south Gujarat, including Ambica and Purna are again overflowing. Many dams and check-dams in north Gujarat and the Saurashtra regions have surpassed danger level and high alerts have been sounded downstream of 51 dams while people have been warned to be prepared for evacuation at 13 other dams. The death toll in Gujarat has now reached 142.

With the local meteorological office issuing another heavy rainfall warning for the whole state relief and rescue operation have been further intensified to take advantage of the little respite. The army and airforce have been pressed into service along with helicopters and boats and a further 10 helicopters and two battalions of paramilitary forces have been despatched for rescue and relief operations on 2 July.

As many parts of central and southern Gujarat regions remain under water the Government has declared that schools and colleges be closed for two more days. While the rail links between Ahmedabad and Mumbai remain dislocated between Ahmedabad and Vadodara, the highways between Ahmedabad and Vadodara have been partly opened for emergency services to carry relief materials. In the rest of the state, only 453 of the 1,300-odd roads affected by floods have been re-opened for traffic. A large number of villages, Kaira, Anand, Matar and Chaklasi towns are still without power.

The flood has caused widespread damage to human life and property, standing crops, flood control embankments and other basic infrastructure. Thousands have lost their belongings in the swirling flood waters and are facing scarcity of shelter, food and clothing. The victims are currently deprived of the basic necessities of life.

GUJARAT**Synopsis of the Situation:**

Total no. of Districts affected	18
Total no. of villages affected	10,000
Population affected	1.5 million app.
Casualties: Human lives lost	142
No. of houses affected	more than 10,000

Situation in Affected Districts:**Worst Affected Areas:**

District	Location	People affected
South Gujarat	City & adjoining areas	evacuated & in camps
Anand		
Vadodara	City & adjoining areas	evacuated & in camps
Bharuch	Wagara Taluka-13 villages	evacuated & in camps
Narmada	a. Tilakwada Taluka b. Ankaleshwar	evacuated & in camps evacuated & in camps
Surat	City & adjoining areas	evacuated & in camps
Saurashtra		
Amreli	Savarkundla Taluka	evacuated & in camps
Surendranagar	Chuda Taluka	evacuated & in camps
Junagarh	Una Taluka	evacuated & in camps

MADHYA PRADESH

The eastern part of Madhya Pradesh has been reeling under unprecedented floods due to heavy and prolonged rainfall since 1 July 2005. Heavy rains have been lashing thousands of villages and several colonies of the districts – Katni, Rewa, Sagar, Panna, Satna, Damoh and Chhatarpur. A red alert has been sounded in the state and the state government has confirmed 40 deaths and 500 people missing. However, unofficial reports have put the figure much higher.

Road and other communication links have either been severed or rendered temporarily out of service as large areas have been inundated by water. The prolonged rainfall has caused an alarming rise in the water level of all the main rivers which are flowing in full torrent. The flooding has caused heavy loss of infrastructure, assets and life and has increased the magnitude of health hazards. Thousands of families have been rendered homeless in the seven affected districts. The army has been called in to Katni to carry out relief and rescue efforts in the flood ravaged district. Police, district administration and social organisations are taking people from the flood affected areas to safer places. The overall situation is worsening and is leading to increased casualties.

Synopsis of the Situation:

Total no. of Districts affected	7
Total no. of villages affected	700
Population affected	12 lakh
Casualties: Human lives lost	540 (including 500 missing)
No. of houses affected	More than 120000

Worst Affected Districts:

District	Location	People affected
Sagar	City and adjoining areas	evacuated & in camps
Chatarpur	City and adjoining areas	evacuated & in camps
Damoh	City and adjoining areas	evacuated & in camps
Satna	Raghurajnagar block	evacuated & in camps evacuated & in camps
Reva	City and adjoining areas	evacuated & in camps
Katni	Bohri bandh	evacuated & in camps
Panna	City and adjoining areas	evacuated & in camps

Impact On Human Lives

There is severe disruption in communication as roads have been completely cut off in many places. In a large part of the state, electricity supplies have been badly affected and hand pumps/wells have been contaminated. Large areas of standing crops have also been destroyed.

Peoples livelihood has been severely affected and there is large scale loss of personal and public property. People belonging to scheduled and marginalized sections are the worst off having no resources to fall back upon. The living conditions in the affected areas and relief camps are appalling and people are not being provided the basic necessities. It is essential for the survival and recovery of the large numbers of vulnerable people that timely relief is provided.

Description of Damages

Currently the Gujarat and Madhya Pradesh state government are struggling to cope with the situation created by the severe floods.

According to estimates, the overall damage is estimated to be in thousands of millions of rupees. Thousands of houses have been damaged or destroyed. Given the nature of construction in the rural areas, where mud huts with thatched roofs are the norm, it is not surprising that the damage is so high. The loss to crops and livestock is phenomenal. In addition, there is extensive damage to road, rail, and other infrastructure.

Key Problems and Issues***Food and Water***

The impact of the floods on the most marginalized and weakest sections of the society has primarily been the disruption of gainful employment and loss of food commodities due to the inundation. While food is available the poor lack purchasing power. Consequently millions of people are faced with shortage of drinking water, hunger and deprivation.

Temporary Shelter

The destruction/damage to houses caused by the floods and consequent displacement of the affected population to higher ground has exposed them to the vagaries of nature. In this rainy season it is absolutely necessary for people to have some shelter to keep themselves and their belongings dry.

Household articles

Many families have lost household articles and are therefore deprived of basic necessities such as clothing and utensils etc. This situation is detrimental to their health and dignity and requires external assistance.

I. REQUESTING ACT MEMBER INFORMATION

▪ Church's Auxiliary for Social Action (CASA)

II. IMPLEMENTING ACT MEMBER & PARTNER INFORMATION

CASA has a history of responding to emergencies and disasters since 1947 and is mandated to work in a purely secular manner in all spheres of its programme activities including humanitarian assistance programmes. CASA's response is regardless of considerations of caste, creed, language, ethnic origin or political affiliation. Priority is given to families belonging to scheduled castes, scheduled tribes, female headed households, the elderly and infirm and economically challenged people. Operating on an all-India basis, CASA responds to 60-70 emergencies – both natural and human-made per year. CASA has a decentralised disaster preparedness plan. This system has been created through the establishment of a wider and more effective infrastructure network and capacity building programme for CASA staff, church representatives and identified partner organisations, both at the disaster management and grassroots level, who can respond to a call for assistance at short notice, in consultation with and on behalf of the churches in India. This network is backed by relief materials purchased and pre-stocked at CASA's warehouses at strategic locations throughout the country. The quantum of relief material stored at these locations at any given time is determined on the basis of hazard mapping done by CASA, and is subject to constant review and update.

Partners in Gujarat:

Bosco Snehalaya: This institution is a catholic NGO working among the destitute and marginalised youngsters since the year 2000. Today it has grown to conduct outreach programmes among the street children, children homes, drop-in shelters, slum education classes and organisation of mahila mandals. CASA has been involved with this organisation since its inception.

Church of North India (CNI), Ahmedabad: The Church of North India is one of the constituents of CASA and the CNI Ahmedabad diocese has been in partnership with CASA for disaster response during times of floods, drought and the recent earthquake in Gujarat. CASA's association with this diocese spans over 55 years. During disaster response the church is involved in damage assessment, beneficiary identification and programme implementation. The church also extends its infrastructural facilities and personnel for the programme implementation.

Young Men's Christian Association (YMCA) Surat: YMCA Surat was established in 1992 and is affiliated to the Western Zone of the National Council of YMCAs. It is actively involved in meeting the needs of the under privileged sections of the community in and around Surat City. They periodically organise blood donation and medical camps.

YMCA Surat has been an active partner of CASA in responding to natural calamities in Surat district. The existing contact of this YMCA with the Municipal Corporation of Surat is an added value for the response programme.

Partners in Madhya Pradesh :

Association for Community Transformation (ACT), Jabalpur: Association for Community Transformation (ACT) is a non-profit making social organisation. It has been working with the tribal community and the deprived people in the districts of Jabalpur, Mandla and Betul of Madhya Pradesh since 1999. During this time, the organisation has implemented development projects focusing on natural resource management, livelihood promotion, community organisation, gender equality as well

as capacity building of local people and elected representatives of panchayats. CASA has been in partnership with this organisation since its inception.

Church of North India, Jabalpur: Church of North India, Jabalpur Diocese has its headquarters in Jabalpur which is in the centre of the area affected by floods. This Diocese has the necessary manpower and infrastructure to organise relief interventions. It also has other outreach mechanisms in the affected areas. CASA has worked in partnership with this diocese for the last 27 years.

Christa Bandhu Kulam Ashram, Marthoma Church, MP: Christa Bandhu Kulam Ashram, Satna belonging to the Marthoma Church runs a school and hospital. They have a long term relationship with CASA dating back to the 70's and have the necessary infrastructure and manpower for supporting relief work. CASA will be working closely with this institution.

Srijan Lokhith Samiti, Sidhi: This organisation is located at Sidhi/Rewa and has been working since 1992. The organization is located in the affected areas and has a good relationship with CASA. The services and facilities of the organisation will be utilised in this programme.

III. DESCRIPTION of the SITUATION in the AREA of RESPONSE

Locations for proposed response

CASA plans to take up relief work in severely affected areas of Gujarat and Madhya Pradesh. The primary emphasis of the relief programme will be to provide cooked food and drinking water to the affected population and then relief sets, dry rations and plastic sheets for temporary shelter. These measures will be targeted at providing immediate relief in a speedy and effective manner during the crisis phase

In **Gujarat** CASA has mobilised 4 relief teams which will be operating in approximately 60 villages and town slum areas in the selected 7 districts i.e. **Surat, Valsad, Navsari, Bharuch, Vadodara, Anand and Kheda**. The teams will consist of staff from the West Zone, partner organisation personnel and volunteers.

In **Madhya Pradesh** CASA has mobilised 6 relief teams which will be operating in approximately 100 villages and town slum areas in the selected 7 districts i.e. **Katni, Rewa, Satna, Sagar, Damoh, Panna and Chattarpur**. The teams will consist of partner staff from Raipur/Indore and volunteers.

Each team has adequate manpower and logistical support to undertake surveys and relief distribution simultaneously. Warehousing facilities have been arranged in each district. CASA senior staff will be co-ordinating operations from the Mumbai and Gujarat offices and ensuring co-ordination with Government, other NGO's, major church agencies, and other grassroots partner organisations.

Security Situation

Generally, there are no prevalent security threats. CASA and its partner NGO and church organisations have been working in the area for many years and have established a good rapport, not only with the villages around but with officials at different levels. This rapport itself will provide a security cover to CASA personnel and their operations. It is unlikely that there will be any threat to the vehicles carrying food and relief material.

IV. TARGETED BENEFICIARIES

CASA will be targeting **10,000 of the most affected families in Gujarat and 5,000 in Madhya Pradesh** for the relief part of the programme. Priority will be given to the most vulnerable sections

among those affected such as women and children.

Criteria used in Beneficiary Selection

Since 30 June, CASA has deployed 20 staff members in Gujarat and 6 staff members in Madhya Pradesh to carry out on the spot assessments concerning damage and relief needs. CASA is in constant touch with the District Administration, Municipal Commissioners and local YMCAs, churches/institutions to assess the situation and co-ordinate the relief response.

CASA, along with its partner agencies is in the process of identifying the beneficiaries. The local government agencies and the village leaders will also be involved in the identification process, which will seek to identify those whose needs are the greatest. This may be measured in terms of the relative loss suffered (both in terms of people and property), socio-economic background of the selected beneficiary, and also the vulnerability factor of women and children, the elderly and infirm.

Primary Stakeholders

These are families that are displaced due to flooding and consequent loss/damage of their houses. They belong to the weakest section of society particularly marginal and landless farmers, female headed households, children and those with low access to basic services.

Secondary Stakeholders

These include Panchayati Raj (local self government) leaders, local NGOs and CBOs, Block Development Officers and District and State level relief, revenue disaster management and rehabilitation bureaucrats and co-ordinators.

Local Participation

CASA adopts a participatory approach to its programmes. CASA places emphasis on local capacity building, education, awareness and training. Participation by the secondary stakeholders is expected to result in a wider impact of the programme. CASA will ensure active involvement and participation of the beneficiaries, churches, partner organisations and panchayat leaders in the implementation, monitoring and evaluation of the project activities.

V. PROPOSED EMERGENCY ASSISTANCE & IMPLEMENTATION

Goal: The Goal of the project will be to mitigate the effects of the floods on the population and put them on the path to recovery.

Objectives

The specific objectives of the project are:

- To provide cooked food for the more vulnerable affected families.
- To provide drinking water to the affected families
- To provide dry rations to the affected families.
- To provide shelter through distribution of plastic sheets to families facing longer term displacement.
- To provide clothing and blankets and other articles of daily use to the affected families
- To reduce indebtedness of the vulnerable sections of society in the affected areas

Activities and Outputs

Gujarat:

- Provision of cooked food twice a day for 7 days to 10,000 people.
- Provision of drinking water twice a day for 7 days to 10,000 people.
- Provision of dry ration to 10,000 families.

- Provision of plastic sheets to 10,000 families.
- Provision of clothing, utensils, blankets, candles and matchboxes to 10,000 families.

Madhya Pradesh:

- Provision of cooked food twice in a day for 7 days to 5,000 people.
- Provision of drinking water twice a day for 7 days to 5,000 people.
- Provision of dry ration to 5,000 families.
- Provision of plastic sheets to 5,000 families.
- Provision of clothing, utensils, blankets, candles and matchboxes to 5,000 families.

Relief Phase

Rural indebtedness is found to increase in the aftermath of most disasters. This relates directly to the displacement of people, the temporary halt in gainful employment, damage/loss of household goods, livestock and property. In order to survive this critical period the poor and marginalised sections of the community often have to resort to taking loans from money lenders and land owners etc. The provision of food, shelter and clothing will address many of the survival needs of the flood victims and thereby reduce the pressure on them to take such loans.

CASA has also found that with the issue of dry rations people are enabled to cook their own food as per their need and taste. This minimises their dependence on sporadic distribution of cooked food by local religious/charitable organisations and Government sources. This provision of dry rations for only 7 days also encourages people to return to their homes as soon as the water recedes since they can immediately occupy themselves with repair/rebuilding of their huts etc. without having to wait for Government assistance which can be late in arriving.

Women's Needs

The heaviest burden imposed by the floods has been on the womenfolk who have to look after the welfare of the entire family in abnormal and adverse conditions. The provision of food and shelter as well as household goods will go a long way in reducing their hardship.

COOKED FOOD & DRINKING WATER

GUJARAT

As an immediate measure, CASA has taken up feeding programmes providing two meals per day as well as drinking water pouches to 10,000 people. The programme was started on 1 July in Surat, 2 July in Vadodara and 4 July in Wagara taluka of Bharuch district.

District	Name of Partner	Feeding Location	No. of meals / day	Date started
Surat	YMCA, Surat	Camps in outskirts of the city – 3 locations	4,000	1-7-05
Vadodara	Bosco Snehalaya	4 slum areas in the city	1,000	2-7-05
Bharuch	CASA Direct	13 villages in Wagara Taluka	5,000	4-7-05

MADHYA PRADESH

As an immediate measure, CASA is implementing feeding programmes providing two meals per day and drinking water pouches to 5,000 people. The programme was started on 6 July in Satna and Katni districts and 7 July in Damoh and Sagar districts. The detail is given below:-

District	Name of Partner	Feeding Location	No. of Meals per day	Date started
Satna	ACT, Jabalpur	Raghuraj Nagar Block - 2	2,000	6-7-05
Katni	ACT, Jabalpur	Bohri Bandh Block – 2	1,000	6-7-05
Damoh	ACT, Jabalpur	City Outskirts	1,000	7-7-05
Sagar	ACT, Jabalpur	City Outskirts	1,000	7-7-05

DRY RATIONS

10,000 Dry Ration Kits for Gujarat and 5,000 for Madhya Pradesh, each consisting of 15 kgs. rice, 2 kgs. lentils, 1 litre edible oil, 1 kg. salt, 1 kg jaggery and ½ kg ground nut will be distributed as a step towards self sufficiency and to encourage people to return to their dwellings as the waters recede.

SHELTER MATERIAL

10,000 plastic sheets for Gujarat and 5,000 for Madhya Pradesh, of size 15' x 10' will be distributed to enable the people to set up temporary shelters till they are able to reclaim/rebuild their original huts.

HOUSEHOLD ARTICLES

10,000 relief sets will be provided in Gujarat and 5,000 in Madhya Pradesh. Each set will consist of 1 woollen blanket, 1 dhoti (a garment worn by the men), 1 saree, 9 pcs. aluminium utensils, 2 packets of candles (12 sticks) and 1 packet of matchboxes (10 matchboxes).

Project implementation methodology

CASA will be the main implementing partner and will be directly responsible to the resource sharing partners in all respects. CASA will report periodically on the progress of the programme and all finances will be received and accounted for by CASA.

CASA is in the process of identifying the beneficiaries in co-operation with its partner agencies. On completion of the needs assessments, distribution of relief material will begin. Members of the target group will be involved in identification of families to receive the relief sets, dry ration kits and plastic sheets. If feasible, assistance of the local community will also be solicited during the actual distribution of the relief material. Government and local church representatives will be invited to witness the distribution wherever possible.

Some of the relief material (dhoties, sarees, utensil sets and blankets) will be sourced from CASA's existing disaster preparedness stocks in various locations. The food commodities and plastic sheets will be purchased locally by specifically deputed purchase committees. These committees will include staff, partner and church representatives.

The existing staff of CASA will be used for organising the various activities: One Coordinator, Fifteen Field Staff (10 staff in Gujarat and 5 staff in Madhya Pradesh state), Four Office Drivers (2 in Gujarat & 2 in Madhya Pradesh). A total 20 staff member will work entirely for this project and will be responsible for the implementation, management, monitoring and reporting for the field activities. Salary and Daily Allowances are based on the established scale of the organisation.

CASA staff will be assisted by fifteen volunteers (10 in Gujarat & 5 in Madhya Pradesh).

A budget line is included to cover Board and Lodging for the Co-ordinator, fifteen Field Staff and four Drivers (20 staff) who will be allocated full time for the flood relief operation in Gujarat and Madhya Pradesh. Insurance for these staff is included as well.

Transport and storage

Cost for storage of relief material and for onward distribution to the operational areas is included in the budget, as well as truck rental and related cost for cross-country movement of relief material to local warehouse and distribution point.

4 Four wheel vehicles of CASA will be used (2 in Gujarat and 2 in Madhya Pradesh) for flood relief operation in the villages, therefore only fuel and maintenance cost is budgeted.

Loading and Unloading charges are included for the handling of relief sets, dry ration and plastic sheets during the transportation and distribution processes. Price is based on the familiarity with local standard rates.

Documentation, Reporting, Promotion and Visibility

This cost covers the documentation, reporting, promotion and visibility of ACT work in the operational areas including process documentation and still/video photography.

Planning assumption, constraints and prioritisation

The floods have impacted the flow of food and other supplies to the state. This situation has become grimmer due to decreasing purchasing power of the people. It will be a challenging task for the proposed project to tap the outlets for clothing, food and other commodities at the proposed rates. The rates are fluctuating towards the higher rates due to the demand-supply gap.

Transportation will be another area of concern, due to damage of the road infrastructure. CASA will make attempts to procure food items and other material locally or from neighbouring areas to reduce transportation costs.

Supply of electricity and telecommunication facilities in the rural areas are not expected to be restored immediately. Inundation, water logging, disruption of road communications and shortage of country boats will continue to pose problems.

Implementation timetable

The total relief project duration will be around one month – activities started 1 July. The total duration will, of course, also depend upon timely mobilisation of resources.

Transition From Emergency

CASA and its partner organisations are already engaged in long-term development programmes in these areas. The support provided through this intervention will reduce the negative impact of the floods on the ongoing development work and the forward integration will be smooth as the organisations have resources for long-term interventions.

VI. ADMINISTRATION & FINANCE

The CASA Delhi headquarter will co-ordinate the overall operation which includes expertise in disaster response, logistics and emergency communications.

The co-ordination at the state levels is with the Zonal office of CASA in West India and sector office in North India. These offices will be responsible for the co-ordination, monitoring, consolidation of reports and accounting will be the main functions of this co-ordinating offices.

The overall financial management and control will be also with the CASA Headquarters. At the zonal level it will rest with the Chief Zonal Officer and at sector level with Programme Co-ordinator. At the implementing level the Field Co-ordinators will be responsible for financial monitoring and control.

The accounts will be maintained by qualified Accountants and the entire project account will be consolidated at Mumbai and Indore office.

This office will check the accounts and submit the same to headquarters for onwards submission. Preparation of financial report of the project and the final audit of the account would be done at the headquarters level.

An external audit of the appeal will be done and the Audit team will be visiting the project area during implementation.

VII. MONITORING, REPORTING & EVALUATION

The Zonal office of CASA has the requisite infrastructure and personnel for continuous monitoring of the programme at the field level which will be done on a regular basis through field visits, submission of reports, staff-partner meetings and interaction with beneficiaries.

CASA will ensure the active involvement and participation of the beneficiaries in the implementation, monitoring and evaluation of the project activities. The programme will be constantly monitored to ensure it progresses according to the planned framework, and also in order to fine-tune it as and when required.

Progress reports will be prepared on a regular basis. At the end of the programme a review will be conducted to assess the impact of the programme and document lessons learned for future planning.

Reporting Schedule

- Final narrative and financial reports to be received by ACT CO by 31 October 2005 i.e. within two months of end of project.
- Audit report to be received by ACT CO no later than 30 November 2005 i.e. within three months of end of project.

VIII. CO-ORDINATION

To avoid any duplication of efforts in the areas of intervention CASA will involve the churches and the regional/local NGOs in co-ordinating the relief intervention. The programme will be conducted with the approval and co-operation of the State Government and district officials.

CASA maintains regular contact with local administration for proper co-ordination and effective implementation of the proposed programme. CASA is already participating and will continue to participate in co-ordination meetings called by the state/district administration, UNDP and other networks.

CASA has already cleared its area of operation in Gujarat and Madhya Pradesh with ACT partner Lutheran World Service-India to ensure an optimally co-ordinated response.

Linkages with development actors working within the project pre-exist based on CASA's prior activities and NGO partnerships in the area. CASA will be working in co-ordination with other NGOs and will be networking with them to ensure a co-ordinated implementation of its programmes so as to complement and supplement those being implemented by other agencies. At the district, block and panchayat levels too, CASA is in constant touch with the Government authorities, local panchayat leaders and the NGOs.

IX. BUDGET

ESTIMATED EXPENDITURE

<u>Description</u>	<u>Type of Unit</u>	<u>No of Units</u>	<u>Unit Cost INR</u>	<u>Budget INR</u>	<u>Budget USD</u>
DIRECT ASSISTANCE					
Crisis Phase					
Food Relief Assistance					
Feeding Programme (2 meals/day x 7	meals	210,000	20	4,200,000	97,674
Drinking Water (2 pouches/day x 7	pouch	210,000	1	105,000	2,442
Rice 15Kgs	Kgs	225,000	12	2,700,000	62,791
Lentils (2Kgs)	Kgs	30,000	35	1,050,000	24,419
Edible Oil (1 litre)	litre	15,000	55	825,000	19,186
Salt	kgs	15,000	6	90,000	2,093
Jaggery	Kgs	15,000	25	375,000	8,721
Ground Nut	Kgs	7,500	18	135,000	3,140
Polybags for packing	piece	15,000	10	<u>150,000</u>	<u>3,488</u>
Sub total				9,630,000	223,953
Non Food Relief Assistance					
Woollen Blankets (1 Pc.)	Piece	15,000	105	1,575,000	36,628
Dhoti	Piece	15,000	61	915,000	21,279
Saree	Piece	15,000	72	1,080,000	25,116
Aluminium Utensils	set	15,000	195	2,925,000	68,023
Candle 2 packets (12 sticks)	Packet	30,000	12	360,000	8,372
Match Box	Packet	15,000	5	75,000	1,744
Polybags for packing	piece	15,000	10	<u>150,000</u>	<u>3,488</u>
Sub Total :				7,080,000	164,651
Temporary Shelter					
Polythene Sheet for Shelter (15' x 10')	Piece	15,000	410	<u>6,150,000</u>	<u>143,023</u>
Sub total :				6,150,000	143,023
TOTAL DIRECT ASSISTANCE				<u>22,860,000</u>	<u>531,628</u>
TRANSPORT, WAREHOUSING & HANDLING					
Transport					
Truck rental (9Ton truck)	truck load	33	15,000	495,000	11,512
Fuel & Maint 4 Four wheel vehicles	month	1	160,000	160,000	3,721
Loading & Unloading of charges	month	1	45,000	<u>45,000</u>	<u>1,047</u>
TOTAL TRANSPORT, WAREHOUSING & HANDLING				700,000	16,279

<u>Description</u>	<u>Type of Unit</u>	<u>No of Units</u>	<u>Unit Cost INR</u>	<u>Budget INR</u>	<u>Budget USD</u>
PERSONNEL, ADMINISTRATION, OPERATIONS & SUPPORT					
Travel					
Local & Regional senior & field staff	lumpsum		450,000	450,000	10,465
Salary of 1 Coordinator	month	1	12,000	12,000	279
Salary of 15 Field Officers	month	1	112,500	112,500	2,616
Salary of 4 Drivers	month	1	20,000	20,000	465
D.A. for Field Coordinator	month	1	4,500	4,500	105
D.A. 15 Field Officers @ Rs 150/- day	month	1	67,500	67,500	1,570
D.A. for 4 Drivers @ Rs 150/- per day	month	1	18,000	18,000	419
Honor 15 Volunteers @ Rs 100/- day	month	1	45,000	45,000	1,047
Office Operations					
Office utilities	month	1	60,000	60,000	1,395
Godown rent	month	1	75,000	75,000	1,744
Office Stationery	lumpsum		75,000	75,000	1,744
Communications					
Usage of mobile phones	month	1	75,000	75,000	1,744
Fax, Email etc.	month	1	75,000	75,000	1,744
Boarding & Lodging 20 Field Staff	month	1	180,000	180,000	4,186
Insurance for 20 Field Staff	month	1	180,000	180,000	4,186
Documentation, Reporting, Prom & Visibility	lumpsum		75,000	<u>75,000</u>	<u>1,744</u>
TOTAL PERSONNEL, ADMIN & SUPPORT				1,524,500	35,453
AUDIT & MONITORING					
Audit of ACT Funds	lumpsum		90,000	<u>90,000</u>	<u>2,093</u>
TOTAL AUDIT & MONITORING				90,000	2,093
TOTAL ESTIMATED EXPENDITURE				<u>25,174,500</u>	<u>585,453</u>
Exchange Rate: US\$ 1 = 43.00					

I. REQUESTING ACT MEMBER INFORMATION

- **The Lutheran World Federation/Department for World Service India Programme(LWSI)**

II. IMPLEMENTING ACT MEMBER & PARTNER INFORMATION

The Lutheran World Federation/Department for World Service-India Programme (ACT/LWS-India) is a relief and development organisation, established with the mandate to alleviate the suffering of distressed groups irrespective of caste, religion, gender or political affiliation. ACT/LWS India has been implementing Disaster Response projects in India since 1974. The LWS India programme continues to receive support and co-operation from the respective State Governments and International donors. LWF, being one of the sponsor organisations of the ‘Code of Conduct for the International Red Cross and Red Crescent Movement and Non-Governmental Organisations (NGOs) in Disaster Relief, designs its disaster response intervention accordingly and where ever feasible LWS India follows the Sphere standards in disaster assistance.

Implementing Partner Information

The Developing Initiatives for Social and Human Action (DISHA) is an NGO located in Ahmedabad in Gujarat State, working towards improvement of economic and social conditions of the marginalised - landless people, labourers, tribals, dalits, women, etc. through their empowerment programmes. DISHA is oriented towards initiating community capacity building and promoting local initiatives for disaster preparedness and vulnerability reduction. The organisation also responds to disasters and social conflicts in the long term, and in empowering community based organisations to plan, implement and manage activities as well as act upon their own initiatives. LWSI has previously worked through DISHA and one of the most recent activities was the construction of shelters for riot victims in Panchmahal and Dahod districts (Appeal ASIN22).

III. DESCRIPTION of the SITUATION in the AREA of RESPONSE

Due to the current unprecedented flood situation during the early monsoon season, the people both in rural and urban areas are undergoing tremendous mental pressure due to loss of life and heavy loss of property including crops and livestock.

ACT/LWS India has initiated distribution of relief food and temporary roofing to the marooned people through local partner DISHA in five districts. Water Purification tabs, bleaching powder and lime are being provided. Along with distribution of immediate relief, psycho-social needs also will be looked into by the LWSI staff who are trained in psycho-social service.

Impact on human lives:

- Affected families have either taken shelter in relief camps or on the embankments where they are living exposed to the elements with no protection from sun and rain.
- The displaced people sheltering in the relief camps or on the embankments are also facing acute shortage of food as food supplies are irregular and insufficient. Children from 0 – 6 years and nursing mothers are the most vulnerable groups.
- Displaced families fled from their houses with hardly any of their belongings so they do not have the basic necessities for survival.
- The displaced are sharing very cramped and unhygienic conditions without any sanitary measures.
- Due to the lack of potable water there is also a serious threat of water borne disease as people are having to take water from nearby rivers or ponds.
- Village infrastructures such as link roads and embankments have been damaged and/or cut off due to the flooding.

- Many of the displaced families living in traditional houses will find that their houses have either collapsed or are seriously damaged once the waters recede. The most vulnerable families affected by floods will not be able to rebuild their houses without external help.

Location of Proposed Responses

Sl. No.	District	Taluka
1	Anand	Petlad
2	Kheda	Kathlal
		Kapadvanj
		Thassra
3	Valsad	Songadh
4	Navsari	Vasada
5	Vadodara	Vadodara

Key Problem Issues:

- Food insecurity
- Lack of potable water
- Unemployment
- Inaccessibility to the affected areas
- Traumatized families – after the loss of possessions and livelihood
- There is a significant loss of livestock and the rotting carcasses left lying around could lead to an epidemic.
- Special needs for school children and adolescent girls and women

IV. TARGETED BENEFICIARIES

ACT/LWS India will provide relief assistance to the most vulnerable among the flood affected families such as the landless and marginalised families belonging to the scheduled caste, tribals and other disadvantaged communities. Priority will be given to those families whose income is below the poverty line and female headed families.

DISHA will initially identify the most vulnerable and needy families in the worst affected areas of Anand, Kheda, Baroda, Valsad and Navsari districts of Gujarat, based on the selection criteria set by LWSI and the selection process will be finalised by DISHA and LWSI jointly.

Criteria for selection

- Poor and marginalised communities
- Female headed households
- Physically disabled
- Vulnerable people who have received inadequate support.

V. PROPOSED EMERGENCY ASSISTANCE & IMPLEMENTATION

Goal: The goal is to provide life saving and life sustaining assistance to 5,000 families - socially and economically marginalised people affected by the floods, thereby enabling them to return with dignity to normal conditions.

Objectives

- To provide ready-to-eat food to the most vulnerable flood affected (for a period of about one month) until the water recedes.
- Provide non-food items – family kits – comprising woollen blankets, mosquito nets, candles and

matches.

- Provision of dry rations to a period of one month to the poor, marginalised, female headed and disabled families.
- Supply potable water in the relief camps.
- Provide plastic sheeting for temporary shelter.
- Support to maintain a relatively clean environment in the relief camps as well as in the village surroundings.
- School students kit
- Hygiene kit
- Utensils
- To provide psycho social support to the most vulnerable and traumatised.

LWSI SUPPORT (CRISIS PHASE)

LWSI initially proposes assisting 5,000 families with the following:

READY TO EAT FOOD: Sukhadi and Ganthiya is locally available ready-to-eat food and will be provided in measures of 2 kgs and 1kgs (per family) respectively to 5,000 families. This will be a one-off assistance.

DRY FOOD RATIONS: It is planned that each family will be provided 30 days ration consisting of 20 kgs wheat flour, 10 kgs rice, 5 kgs pulses (legumes), 2 ltrs edible oil/cooking media, 400 grms tea, 5 kgs sugar, 2 kg salt, spices, etc.

INFANT FOOD: In order to stave off malnutrition it is proposed to distribute 1 kg (1 pack) of locally manufactured baby food to each of 1,000 most vulnerable infants in the area.

RELIEF KITS: Non food family relief kits will be provided to 5,000 families as a one-off assistance. The kit will comprise 1 packet candle, pack of match boxes, 1 sheet polythene (reinforced fabricated 12'x18') for temporary roofing, 2 woollen blankets, 2 mosquito nets, 100 halogen tablets and kitchen utensils.

HYGIENE KITS: For families who have lost everything and are living in relief camps and makeshift shelters, maintaining personal hygiene is a huge problem. The hygiene kits will include 150 gm. bath soap, 250 gm detergent soap, one plastic bucket and mug, a towel and 100 gm coconut hair oil.

PRIMARY SCHOOL STUDENT'S KIT: The student kit will contain 8 note books, 1 pack pencils with eraser, sharpener and one scale.

WATER & ENVIRONMENTAL SANITATION

Some of the existing water sources have become contaminated. In order to make the available water potable and safe, halogen tablets will be distributed to each family (100 tablets) with instructions for use. In order to maintain cleanliness of the surrounding relief camps and the houses of the affected population, it is planned to distribute 8 MT of bleaching powder to the communities.

Implementation

DISHA has conducted a preliminary survey, the results of which are the present proposal for crisis phase intervention only.

This project is being implemented by LWSI involving local NGOs and their network groups, at the end of the crisis phase a “lessons learned” workshop will be held to review the impact of the

activities. Based on the conclusions, a follow-up intervention may be planned.

Procurement Process

Materials required for the relief intervention will be procured in accordance with ACT/LWS India procurement policies and financial norms. Almost all the materials will be purchased in Gujarat through DISHA's procurement team and under the supervision of the LWSI procurement officer, who is already in Gujarat to initiate the process.

VI. ADMINISTRATION, FINANCE, MONITORING & REPORTING

ACT/LWS India has a well established internal administration, personnel, financial, and material management as well as reporting system. The Country Director along with the Finance Department and Disaster Response Unit in ACT/LWS India Head Office will co-ordinate the initiation of the response. The Program Director (Emergencies) in his capacity as head of the Disaster Response Unit will be directly responsible for overseeing this program. At the field level, a Project Monitoring Officer along with a small team of Community Organisers from LWSI will guide DISHA emergency team in implementing and monitoring the progress of the project.

The ACT/LWS I team along with the DISHA management will ensure the maintenance of good relations with the local government officials. To ensure co-ordination and to avoid duplication, the lists will be shared with the other NGOs working in the areas.

Reporting Schedule

- Final narrative and financial reports to be received by the ACT CO by 30 November 2005 i.e. within two months of end of project.
- Audit report to be received by ACT CO no later than 31 December 2005 i.e. within three months of end of project.

VII. IMPLEMENTATION SCHEDULE

1 July till 31 September 2005.

VIII. CO-ORDINATION

The emergency relief programme will be implemented in close co-ordination with the district administration and local self government agencies as well as the other local stake holders. There will be periodic meetings among the NGOs and government officials to share information and experiences, and avoid duplication of assistance.

IX. BUDGET

<u>Description</u>	<u>Type of Unit</u>	<u>No of Units</u>	<u>Unit Cost INR</u>	<u>Budget INR</u>	<u>Budget US\$</u>
CRISIS PHASE					
Ready to eat traditional emergency food (One Time)					
Sukhadi (2 kg per family)	MT	10	80,000	800,000	18,605
Ganthiya (1 kg. per family)	MT	5	60,000	300,000	6,977
Dry Ration for 5 days					
Rice (10 kg.per family)	MT	50	12,000	600,000	13,953
Pulses (5 kg per family)	MT	25	30,000	750,000	17,442
Wheat Flour (20 kg per family)	MT	100	8,000	800,000	18,605
Cooking Oil (2 kg/ltr per family)	kg/ltr	10,000	50	500,000	11,628
Baby Food - 1000 infants @ 01 kg /child	Tin	1,000	100	100,000	2,326
Tea (400 gram per family)	KG	2,000.0	160	320,000	7,442
Sugar (5 kg per family)	MT	25	20,000	500,000	11,628
Salt (2 kg per family)	MT	10	6,000	60,000	1,395
Spices (chilli, turmeric, coriander (900 gm)	Kg	4,500	70	315,000	7,326
Hygiene kit	nos	5,000	120	600,000	13,953
Match Box (1 pkt per family)	Pkt	5,000	5	25,000	581
Candle - (2 pkt per family)	Pkt	10,000	10	100,000	2,326
Mosquito Net (2 pcs each family)	Pcs	10,000	120	1,200,000	27,907
Blanket - woolen (2 nos each family)	Pcs	10,000	130	1,300,000	30,233
Polythene Sheets 12ft x 18ft reinforced (1 per family)	Pcs	5,000	300	1,500,000	34,884
Hallogen tabs. (100 tabs per family)	pkt	5,000	8	37,500	872
Bleaching Powder	MT	8	4,000	32,000	744
Primary School students kit	nos	3,000	75	225,000	5,233
Kitchen utensils	set	5,000	350	<u>1,750,000</u>	<u>40,698</u>
Sub Total				11,814,500	274,756
Transportation and Storage					
Truck hire, loading & unloading	Trip	20	5,000	100,000	2,326
Warehouse Rent and Maintenance	Month	2	5,000	10,000	233
Store keeper	Month	3	5,000	<u>15,000</u>	<u>349</u>
Sub Total				125,000	2,907
PERSONNEL, ADMINISTRATION, OPS & SUPPORT					
Monitoring officer (02)	Month	2	30,000	60,000	1,395
Volunteers (10)	Month	3	30,000	90,000	2,093
Assistant (01)	Month	3	15,000	45,000	1,047
Salaries & Benefits of HQ Staff	Month	3	10,000	<u>30,000</u>	<u>698</u>
Sub Total				225,000	5,233
Local Travel					
Accommodation	Month	3	20,000	60,000	1,395
Local Travel(Air/Bus/Train)	Month	3	75,000	225,000	5,233
Car Hire Charges	Month	3	25,000	75,000	1,744
Per - Diem	Month	3	15,000	<u>45,000</u>	<u>1,047</u>
Sub Total				405,000	9,419
Administration					
Stationary	LS	1	5,000	5,000	116
Telephone / Mobile phone	Month	3	7,500	22,500	523

<u>Description</u>	<u>Type of Unit</u>	<u>No of Units</u>	<u>Unit Cost</u> <u>INR</u>	<u>Budget</u> <u>INR</u>	<u>Budget</u> <u>US\$</u>
Photocopy etc.	LS	1	2,000	2,000	47
Share of Cost HQ	Month	3	5,000	<u>15,000</u>	<u>349</u>
Sub Total				44,500	1,035
Visibility	LS			50,000	1,163
Local NGO Capacity Bldg./ Review	LS			75,000	1,744
TOTAL ESTIMATED EXPENDITURE				<u>12,739,000</u>	<u>296,256</u>

Exchange Rate : USD 1 = INR 43