



150 route de Ferney, P.O. Box 2100  
1211 Geneva 2, Switzerland

Tel: 41 22 791 6033 Fax: 41 22 791 6506  
e-mail: [act@act-intl.org](mailto:act@act-intl.org)

Coordinating Office

# Appeal

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## Asia Regional

### Asia Earthquake & Tsunamis - ASRE51 (Revision 1)

Appeal Target: US\$ 75,328,831

Balance Requested from ACT Alliance: US\$ 32,631,471

Geneva, 18 February 2005

Dear Colleagues,

A 9-magnitude undersea earthquake off the west coast of the northern Indonesian island of Sumatra set off massive tidal waves on the morning of 26 December 2004, which slammed into coastal towns and villages across south and south east Asia, killing over 280,000 people and affecting millions throughout the region.

Immediately ACT International members throughout the region mobilised relief assistance teams and relief supplies through their local partner networks. The assistance includes food, emergency shelter materials, medicines, and non-food items such as blankets, clothing and cooking utensils and water. Assessment missions are continuously underway and co-ordination is taking place with governments and other (I)NGOs as well as within the ACT Alliance. The relief phase is expected to continue for 3 months, but where possible the rehabilitation activities are planned to help people to become independent from relief distributions as quickly as possible.

This is a revision of (and replaces) the appeal for US\$ 41.79 million issued on 7 January 2005 which replaced a preliminary appeal issued on 30 December 2004. Both appeals were fully funded. This revised appeal incorporates the programmes from the ACT members in **Indonesia, Sri Lanka, India and Thailand**, and adds an appeal for work with tsunami affected people in **Somalia**. The appeal is for work beyond the relief phase into rehabilitation and reconstruction and in some cases is for work until 31 December 2006. It is envisaged that further revisions will be made to the appeal during this period of time as plans change in the light of co-ordination with governments and other implementers.

**As this Appeal incorporates different countries and implementing members the co-ordination and follow up of the implementation and reporting will be complex. Therefore provision for strengthened ACT Co-ordination in Geneva, in Indonesia and Sri Lanka is included in this appeal. There is also provision for some monitoring and a major evaluation and lesson learning component.**

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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:**

Due to the magnitude of the disaster, longer term assistance to the affected will be necessary. To ensure the appropriate time for planning and implementation this Appeal will be for the period of two years to **31 December 2006**

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

COUNTRY	ACT MEMBER	TARGETS US\$	INCOME, PLEDGES, ETC	US\$ BALANCE REQUESTED
<b>INDONESIA</b> <b>TOTAL 22,894,780</b>				
	CWS	10,078,250	<b>14,564,074</b>	<b>8,330,706</b>
	YEU	4,739,304		
	YTB	7,173,887		
ACT Coord & CB	903,339			
<b>SRI LANKA</b> <b>TOTAL 17,467,620</b>	NCCSL	15,207,936	<b>7,501,083</b>	<b>9,966,537</b>
	JDCSI	1,759,684		
	ACT Coord & CB	500,000		
<b>INDIA</b> <b>TOTAL 32,907,142</b>	CASA	23,157,847	<b>19,396,025</b>	<b>13,511,117</b>
	LWSI	4,332,481		
	UELCI	5,416,814		
<b>THAILAND</b>	CCT	194,289	<b>159,970</b>	<b>34,319</b>
<b>SOMALIA</b>	NCA	1,116,800	0	1,116,800
<b>EVALUATION</b>		148,200	81,904	66,296
<b>ACT CO Co-ORD &amp; COMMUNICATION</b>		600,000	195,486	404,514
<b>UNEARMARKED</b>			798,818	*****
<b>TOTALS</b>		<b>75,328,831</b>	<b>42,697,360</b>	<b>32,631,471</b>

The table above shows the current funding status of this appeal. In order to ensure that all implementing partners are covered we ask that wherever possible you contribute unearmarked funding to the appeal. Where this is not possible we ask that you consult with the ACT Co-ordinating Office in advance about earmarking requirements so that we can ensure it is possible to accommodate such requirements. Please discuss any intent to submit applications to back donors with the ACT Coordinating Office in advance of submissions being made.

Jenny Borden  
Interim Director, ACT Co-ordinating Office

## EVALUATION

### General approach

Following ACT's evaluation policy, an evaluation is obligatory as the Appeal surpasses the set US\$ 5-million. Given the extraordinary gravity of the Tsunami disaster and the importance of the ACT Alliance's relief and rehabilitation interventions, the evaluation process will consist of two phases. The first phase or "Real-Time Evaluation" will be characterised by a review process benefiting from the still ongoing relief activities. The second phase or "Post-Disaster Evaluation" will follow the usual approach of reviewing the interventions well after the direct emergency period.

In line with ACT Evaluation guidelines an external evaluation of the program will be initiated in the three countries with the largest interventions of ACT members (Indonesia, Sri Lanka, and India). This will be done through the ACT Evaluation mechanism, which aims to **“enhance transparency and accountability, and allow for lessons to be learnt”**. The evaluation will help determine the relevance and fulfilment of the objectives of the project or program in question, to measure impact and effectiveness, as well as how well resources were used, and to serve as an aid to future decision making.

It is envisaged that Phase 1 will commence mid-March 2005 with a final report expected by the end of April 2005. Phase 2 will commence mid-January 2006 with a final report by the end of February 2006.

This evaluation will try to facilitate a learning process and is expected to provide recommendations based on the lessons learned for the ACT Implementing Members, the ACT Co-ordinating Office, the Funding Members as well as the ACT Alliance in general. The evaluation will also benefit from the broader humanitarian community's evaluation efforts of the Tsunami disaster. This will be achieved by exchanges within the ALNAP network.

The evaluation will be co-ordinated by an External Team Leader who has the capacity to represent ACT and its alliance members. Each country program will be evaluated by the team leader and two other members: a local and an expatriate who have comprehensive experience of humanitarian work and of the situation and the region. The Terms of Reference will be agreed with the concerned implementing and funding members as soon as possible.

Provision is also being made for reporting back to the implementing members on lessons learned from the evaluations and capacity building inputs in relation to reporting.

### The 2-Phase Evaluation Approach

The main reasons for the inclusion of a "real-time" evaluation are the following:

- It allows the ACT alliance at an early stage in the relief process to review its interventions in the light of the set quality criteria of both ACT itself and the international humanitarian action (e.g. Code of Conduct, SPHERE, ALNAP)
- Given the enormous stakes of this disaster, it will be an advantage for ACT to be able to report back to the Alliance at an early stage about the quality and impact of its interventions.
- Act will in future adhere to this new approach in evaluation of humanitarian assistance, aiming at higher quality interventions and gaining momentum internationally.
- The Phase 2 Evaluation, which will be held after the emergency relief work, during the early stages of rehabilitation and reconstruction, will benefit from the methodological basis laid during *the Real Time* evaluation.
- The most important reason, however, is that the implementing members will benefit during *real time* from an evaluation process which is both external and participatory. They will thus be able to have access to early analyses of the appropriateness and impact of their interventions and learn from previous lessons. This will allow them to correct and improve their actions already during the early stages of the post-emergency programmes.

Both Phase 1 and Phase 2 have a participatory character. Therefore implementing members are expected to be actively involved in pre- and post briefings, field work, and - where needed - logistical support. It is recommended that some staff members of the implementing ACT members accompany the three external evaluators during field

trips to their respective programme areas. These staff members will function both as resource persons and as active co-evaluators providing to the mission a participatory element.

The ACT co-ordinating mechanisms in Indonesia (Jakarta and Medan), Sri Lanka and India will all be important programme resources to the evaluation.

The evaluation will include the different intervention activities as included under the programmes and furthermore assess the Appeal support mechanism like the Regional and National ACT Co-ordination mechanisms, Transport and Warehousing and Logistics programme support, overall ACT co-ordination and Funding

In accordance to the ACT Evaluation guidelines a **Mission Plan** will be prepared by the team leader in consultation with the ACT Implementing Members and the ACT CO.

The original budget is revised upwards from USD 115,500 to USD 155,200 to incorporate the two phase approach.

## BUDGET

Consultants	ACT team leader International	Team member International	Team members Local (one for each country)	Total US\$
No of days including travel & report writing.	Total:81 days <i>Phase 1</i> Field work:27 days (3 countries x 9 days) General: 8 days (preparation x 2, reporting x 6)  <i>Phase 2</i> Field work:36 days (3 countries x 12 days) General: 10 days (preparation x 4, reporting x 6)	Total:72 days <i>Phase 1</i> Field work:27 days (3 countries x 9 days) General: 4 days (preparation x 1, reporting x 3) <i>Phase 2</i> Field work:36 days (3 countries x 12 days) General: 5 days (preparation x 2, reporting x 3)	Total:75 days <i>Phase 1</i> Field work: 21 days (3 countries x 7 days) General: 9 days (preparation 3 x 1, reporting 3 x 2) <i>Phase 2</i> Field work:30 days (3 countries x 10 days) General: 15 days (preparation 3 x 2, reporting 3 x 3)	
Fees	@450 x 81 days=36,450	@400 x 72 days = 28,800	@300 x 75 days = 22,500	87,750
International Travel	3 trips to Geneva 3 x 400 = 1,200 2 trips to and in the region 2 x 3,000 = 6,000 Total = 7,200	1 trip to Geneva 1 x 800 = 800 2 trips to and in the region 2 x 3,000 = 6,000 Total = 6,800		14,000
Per diems including Geneva.	@ 54 days x 150 pd = 8,100	@ 54 days x 150 pd = 8,100	@ 51 days x 150 pd = 7,650	23,850
Other costs – visa, immunisation, insurance etc	500	500	3 x 200 = 600	1,600
<b>Total evaluation</b>				<b>127,200</b>
<b>Post evaluation seminars in the region (April/May 2006)</b>	<b>Three country visits at average 7,000 per visit</b>			<b>21,000</b>
<b>TOTAL</b>				<b>148,200</b>

## ACT CO-ORDINATION AND COMMUNICATION

The scale of the emergency and the size of the appeal has an immediate and ongoing impact on the workload and costs of the ACT CO. The workload of the programme, finance and administrative staff will be seriously increased and there is already a large increase in telephone, mobile phone, computer supplies, stationary and other support costs.

The budget allows for additional temporary staff at the ACT CO for up to two years. It provides for a full-time assistant programme officer to work to the Asia programme officer exclusively on this appeal, so leaving time for other emergencies under the responsibility of the programme officer. It also allows for a half-time finance, reporting and administrative assistant to support the finance officer in tracking the large volume of flows on this appeal and maintaining records and filing systems for reporting and correspondence concerning the appeal.

The budget allows for 20 visits over a two year period by ACT staff (the Director, programme staff, finance officer, communications staff) to the countries within the appeal as required. There is also provision in the budget for a number of ACT Alliance co-ordination meetings over the two year period. It is anticipated that there will be at least six such meetings in Geneva and possibly two meetings in the region. It is envisaged that once the initial phase of donor co-ordination meetings has passed then meetings will include also the implementing agencies which will add to costs.

The additional office costs have been calculated on the basis of the cost of additional office space and telephone and computer connections, together with additional computer supplies and a monthly charge for telephone, mobile phone, fax, post and office consumables.

Whilst the ACT Co-ordination budgets for Sri Lanka and Indonesia also contain provision for some capacity building, it is foreseen that there will be a need for a number of short term consultants to assist with monitoring, reporting, capacity building and other needs beyond the time availability of the CO staff. A total of 200 days has been budgeted for this provision over two years.

**Communication and Information:** Funding for the communication budget line will be used to cover expenses (travel, telecommunications, photographic, accommodation and per diems) incurred by communicators drawn from the ACT membership and the ACT CO to cover the emergency, as well as the post crisis phase. The ACT CO will endeavour to co-ordinate visits from Alliance communicators to get a regular flow of information for all members, and will plan a 'one year after' visit as part of an overall communications strategy to illustrate the ACT members' response to the disaster.

**ACT Co-ordinating and Communications budget to 31 December 2006**

	<b>Original budget US\$</b>	<b>Additional Costs US\$</b>	<b>Revised budget US\$</b>
<b>Additional Staffing Resources</b>			
F/T assistant programme officer		190,000	
Half/time admin/finance assistant		80,000	
	92,000		270,000
<b>ACT Consultancy and Accompaniment</b>			
200 days x \$400 +2\$250 (travel and subsistence)			
			130,000
Staff visits to region			
20 x \$3,000	18,000		60,000
<b>ACT CO office costs</b>			
Office costs		30,000	
Computer costs		6,000	
Telephone/mobile/fax/post/paper etc		24,000	
	20,000		60,000
ACT Alliance meetings	20,000		40,000
ACT Communications and Information	25,000		40,000
<b><u>TOTAL to 31 December 2006</u></b>	<b>175,000</b>		<b>600,000</b>