

# Appeal

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Bangladesh

## Rehabilitation Assistance Cyclone Sidr: ASBD81 Appeal Target: US\$200,186

Geneva, 8 May 2008

Dear Colleagues,

This appeal is for follow-up rehabilitation activities from appeal ASBD72 Cyclone Sidr. Cyclone Sidr developed over the Bay of Bengal and made landfall on 15 November 2007 in the coastal areas of Bangladesh. It brought winds of up to 250 Km/hr and associated tidal surges. These tidal surges penetrated deep and extensively inland, compounding the already existing problems from seasonal flooding. It was reported as the worst cyclone to affect Bangladesh since 1991.

ACT member **Rangpur Dinajpur Rural Service (RDRS)** responded to this disaster. RDRS's regular working area is far northern Bangladesh while Cyclone Sidr struck in the far south of the country where the organisation has no presence. Due to the severe devastation experienced in the aftermath of the cyclone, RDRS intervened to extend immediate modest relief support working through five partners, which operate development programmes in the affected areas. Among those five partners, RDRS has now selected one in order to carry out rehabilitation activities in the next phase. The partner is a Non Government Organisation (NGO) called Resource Integration Centre (RIC).

The emergency relief operation provided food, drinking water, warm clothing, temporary shelter, and medicine to meet the immediate needs. Now, the needs can be prioritized as follows: Repairing and reconstruction of houses, establishment of WATSAN system, livelihood restoration support and repairing of community places. **The goal of this 4-month appeal is to ensure minimum standards of housing, safe drinking water and sanitation facilities for 250 of the most affected and vulnerable families in the worst cyclone-affected area.**

**Project Completion Date:**

RDRS - 30 September 2008

**Reporting schedule:**

	<b>Interim narrative &amp; financial</b>	<b>Final narrative &amp; financial</b>	<b>Audit</b>
<b>RDRS</b>	N/A	<b>31 November 2008</b>	<b>31 December 2008</b>

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

	<b>LHCB</b>	<b>RDRS</b>	<b>Co-ord</b>	<b>Total Target US\$</b>
Appeal Targets		197,186	3,000	200,186
<b>Less: Pledges/Contr Recd</b>		0	0	
<b>Balance Requested from ACT Alliance</b>		<b>197,186</b>	<b>3,000</b>	<b>200,186</b>

John Nduna

Director, ACT Co-ordinating Office

## **BACKGROUND DESCRIPTION OF THE EMERGENCY SITUATION**

**Background:** Cyclone Sidr developed over the Bay of Bengal and made landfall on 15 November 2007 in the coastal areas of Bangladesh. It brought winds of up to 250 Km/hr and associated tidal surges. These tidal surges penetrated deep and extensively inland, compounding the already existing problems from seasonal flooding. It was reported as the worst cyclone to affect Bangladesh since 1991.

Cyclone Sidr ravaged 31 of Bangladesh's 64 districts mainly within Barisal and Khulna Divisions. As of 30 November, the Government of Bangladesh (GoB) official reports indicated that more than 8.5 million people were affected by Cyclone Sidr, with a death toll of 3,268 people, with a further 872 missing and 39,773 injured. Material damage was severe, with over 563,877 houses destroyed and a further 885,280 houses partially damaged. The Government of Bangladesh (GoB) estimates that more than 2 million acres of crops were damaged. Over 1,252,344 livestock were confirmed dead, which represents a critical loss of household assets, with an associated loss to wealth and income, as well as a loss in milk production for families own consumption. Extensive damage to roads and public buildings was also reported, including 2,287 educational institutions destroyed and another 12,343 partially damaged. The twelve most affected areas include Bagerhat, Barguna, Barisal, Bhola, Gopalganj, Jhalkhati, Khulna, Madaripur, Patuakhali, Pirojpur, Satkhira and Shariatpur districts.

The government immediately sanctioned Tk.95, 000,000 GR cash, 3000 MT of GR rice, 3000 packets of food items and family kits were allocated for the affected people of 11 districts. 732 medical teams were working at several worst affected areas. Bangladesh Army, Navy and Air force people were engaged in relief distribution, restoration of communication and also bringing normalcy in the affected areas. The caretaker government also welcomed all kinds of foreign assistance from any outside government. Different countries all over the world responded very quickly to this cause. Many national, international and donor organizations were working very hard to bring new lights into the lives of the people.

### **I. REQUESTING ACT MEMBER INFORMATION**

- **Rangpur Dinajpur Rural Service (RDRS) – LWF/WS**

### **II. IMPLEMENTING ACT MEMBER & PARTNER INFORMATION**

**Rangpur Dinajpur Rural Service (RDRS)** Bangladesh is a large and well-reputed rural development poverty alleviation agency in Bangladesh, working in 57 Upazilas (Sub-districts) across 11 Districts in the northwest and northeast regions in Bangladesh. RDRS was established in 1972 as the Bangladesh Field Programme of the Lutheran World Federation, Department for World Service (LWF/DWS) to respond to needs arising from the War of Liberation. Since then, its work has progressed from refugee and relief assistance, through rehabilitation to encompass a wide variety of integrated development activities and continuing humanitarian interventions.

After transforming itself into an autonomous national Bangladeshi organization in 1997, RDRS formally became an associate programme of LWF/DWS and an active partner of ACT International.

After over 35 years in northern Bangladesh, RDRS is a household name in this deprived region and a leading rural development actor in Bangladesh. RDRS has facilitated tangible improvements in the lives and rights of people living in poverty in Rangpur-Dinajpur region. As the experience and understanding of poverty and development issues evolved, so RDRS' objectives and programmes have also adapted in response. Women, landless and marginal farmers, children, the disabled, minority

groups (geographic as well as socio-economic) have all received attention and resources. Yet the purpose and role of RDRS has remained constant: to enable the rural poor to make better lives for themselves and their families.

Throughout its history, RDRS has responded to a number of major emergencies and disasters providing support to the people during famine, flood, drought and cold. In conjunction with ACT International partners, RDRS also responds with humanitarian aid for those communities devastated by disaster and in supporting ongoing community-based disaster-preparedness and capacity-building efforts. RDRS is a founding member of the regional AZEECON (Asian Zone Environment and Emergency Co-operation Network), a member of the Asia Disaster Emergency Response Group (donors, NGOs, government), Disaster Forum, NIRAPAD and the ACT National Forum.

**Previous experience (most recent) in emergency response:** RDRS Bangladesh implemented an Emergency Flood Rehabilitation Programme 2004 with the donation of BDT 18,828,935 from ACT International. ACT support was also received to enable distribution of warm clothing during a winter cold spell in Bangladesh in 2005.

### Implementing partners

RDRS's regular working area is far northern Bangladesh while Cyclone Sidr struck in the far south of the country where the organisation has no presence. Due to the severe devastation experienced in the aftermath of the cyclone, RDRS intervened to extend immediate modest relief support working through five partners, which operate development programmes in the affected areas. Among those five partners, RDRS has now selected one in order to carry out rehabilitation activities in the next phase. The partner is a Non Government Organisation (NGO) called Resource Integration Centre (RIC).

The Resource Integration Centre (RIC) started its operation in Bangladesh with relief, rehabilitation and financial assistance programmes for rural women in 1981, the initiative of a distinguished social worker to support national development efforts. RIC's focus was on the rural poor, especially women. RIC has advanced through learning by doing, adjusting its strategy to prevailing circumstances.

RIC's development programme now extends across a range of development activities, employing several hundred staff and volunteers. A feature of its work is extending assistance to isolated coastal islands, and the ethnic minorities, children and the elderly. However it also works in the capital city and mainland rural areas

### Working Area of RIC

Working Area	Total Upazilla (Sub-District) Coverage	Total Union /Ward Coverage	Total Village Coverage
Narsigdi	6	19	153
Gazipur	3	10	61
Munshigonj	5	26	140
Pirojpur	8	32	194
Bagerhat	4	16	77
Naogaon	4	15	120
Noakhali	1	08	59
Rajshahi	3	18	288
Cox's Bazar	9	21	132
Dhaka	2	17	79
Dhaka Metropolitan area	30	90	

**RIC Experience in Disaster management:** RIC started its disaster relief and rehabilitation work in 1987. RIC responded quickly to many disasters at Norshindi, Cox’s Bazar, Naogoan, Dhaka, Gazipur, Munshigonj, Noakhali Districts with the assistance from CUSO, ODA/DFID, VHSS, Food for the Hungry, OXFAM USA, Royal Netherlands Embassy, USCB, USAID and CARE Bangladesh, Ministry of Disaster Relief and Rehabilitation, CDMP and UNDP. RIC distributed surveillance packets, constructed houses among disaster-affected people, installed deep tube-wells, dug wells and ponds, provided primary health care support, arranged soft loans for tornado/flood/cyclone and tidal surge affected people. RIC implemented a Disaster Preparedness program in the worst affected communities working with Upazilla and District Disaster Management Committees. Among the activities conducted were baseline surveys, risk and resource mapping, simulation, awareness campaign on disaster, day observance, training for community members, and formation and capacity-building of DMCs.

### III. DESCRIPTION of the SITUATION in the AREA of PROPOSED RESPONSE

**Current situation in the area of proposed response:** The cyclone has affected the population in multiple ways. In the first instance, Cyclone Sidr rendered people homeless and endangered their lives. Subsequently, through hundreds of fallen trees blocking access and movement, food, water and communication lines have been severely disrupted. To summarise the main immediate effects have been the following:

#### Loss of food and livelihoods:

- 90% loss of the aman paddy crop growing in fields
- Homestead gardens were destroyed
- Poultry, livestock and fish stocks were lost or damaged
- Rural markets were destroyed
- Fishermen have lost their boats and nets

#### Loss of source of water including drinking water

- There is a severe lack of potable water and water for household work and others. Dead bodies, fallen trees and other waste have contaminated ponds and other sources of water. Tube wells, the last source of water, are also not functioning in most cases.
- People live under threat of a spreading epidemic of water-borne diseases.

#### Loss of homes and shelter:

- Many people are now home less with the majority staying in the open air due to lack of cyclone shelters despite relatively cold night temperatures during winter months.

#### Lack of access:

- All out disruption to communication, supply and livelihood chains due to thousands of fallen trees preventing people and goods from moving freely
- Rescue efforts were hindered and therefore started late in hard to reach areas

A statement of losses and damaged of the proposed 4 unions of Motbaria Upazila is as follows

District : Pirojpur - Upazila : Motbaria

Description of Cyclone Sidr Effects	Betmor Union	Amragachia Union	Baramachua Union	Gulshakhali Union
Population	24,000	30,000	12,400	14,700
No.of families	5,780	5,680	3,570	4,000
No.of villages	10	9	9	12

Houses damaged – Partial	578	925	1,500	1,300
Houses damaged - fully	4,000	3,700	3,000	1,500
Trees damaged	95%	95%	95%	95%
Water + sanitation systems	100%	100%	100%	100%
Livestock	25%	35%	25%	20%
Fisheries	100%	100%	100%	100%

**Impact on human lives in the area of proposed response:** The immediate consequences are severe food shortages which can lead to malnutrition; a lack of shelter; power and water shortages; a lack of warm clothing for combating cold spells; loss of income and consequently a lack of money for medicines and health services.

**Description of damages in the area of proposed response:** Damage to sanitation facilities and infrastructure is significant. For some of the worst affected areas, one estimate puts the percentage of slab latrines damaged or destroyed as high as 70%. The affected population is now vulnerable to outbreaks of diarrhoea and other hygiene-related diseases. Drinking water sources in many communities have been contaminated by saline and debris. There is a general consensus that many of the contaminated wells can become operational with a few days of pumping, however some wells will need to be decontaminated. Power outages and shortage have affected water supplies in areas with piped water.

Cyclone Sidr coincided with the yearly harvest on which the population relies for its subsistence and livelihoods. Large segments of the population have thus lost household food stocks, as well as their harvest growing in the fields. Livestock are also very important, providing food, fuel, ploughing, capital and transport for households. Reports indicate that up to two million animals have been lost. The livestock that survived are now facing severe fodder shortages and reports indicate an increase in animal diseases leading to further livestock losses. Both coastal and inland populations also rely on fisheries for food and income generation, and household level infrastructure and equipment has been lost. Rapid support to the affected population in these sectors will enhance the Cyclone-affected people's livelihood and thereby contribute to the food security in the affected region.

In addition to livestock, most rural households are dependent on agriculture. With crops and seed stocks destroyed, it is imperative to provide seed, fertilizer and tools in parallel to initial food distributions.

Based on priority the emergency relief operation provided food, drinking water, warm clothing, temporary shelter, and medicine to meet the immediate needs. At the moment needs can be prioritized as follows:

- Repairing and reconstruction of houses
- Establishment of WATSAN system.
- Livelihood restoration support
- Repairing of community places

#### **Security situation in the area of proposed response**

There is no serious or special security risk at this time. RIC has been working in this region since 1990 including special development projects working among the poorest communities and families so the organisation is well-known and trusted among the community, local administration, local Government and the Special Task force assigned for relief operations.

## Location for proposed response

### Specific locations to be targeted

District	Sub-District (Upazila)	Union
Pirojpur	Motbaria	Bethmor, Amragachia, Baramachua & Gulshakhali

**Reasons this location was chosen:** Motbaria is one of the most severely cyclone-affected Upazilas in Pirojpur district. Four unions of the upazila have been selected for the intervention, as these are the most vulnerable unions. A large number of the households of the proposed area have lost their homes and assets base. Water and sanitation systems in the area have been totally destroyed. Almost 95% of the trees, 35% of all livestock 100% of fisheries have been damaged due to Sidr. Other than emergency relief operations, no other steps have been taken in the area to restore livelihood. Considering the situation RIC has chosen the four most affected unions for rehabilitation support in the area of housing, water and sanitation

Households to receive rehabilitation assistance will be selected in consultation with the local government representatives (Chairmen, member) and the Upazila administration seeking to ensure the most vulnerable receive high priority.

**Member or partner's capacity in the targeted locations:** RIC is already working in Pirojpur District through different projects for the past 18 years and maintains good co-ordination with the local administration in all activities. In the proposed area RIC has a fully pledged office set-up since 1990. RIC has a good understanding about the local context, good connections with different stakeholders including the Government administration, and sufficient skilled and experienced human resources to conduct the relief and rehabilitation operation. RIC also enjoys a good reputation from its work in relief distribution following the floods of 2007, 2004 and 1998.

### Response to date from your organisation and/or your partners in the targeted locations.

Partners	Working area	Contents of Relief package	No of Families covered
Resource Integration Centre (RIC)	Upz – Mothbaria Dt.- Pirojpur	Rice – 15kg, Pulse – 1 kg Oil – 1 Litre, Blanket- 1 Pcs	500
Prodipan	Upz- Sharonkhola Dt - Bagerhat	Rice- 10 kg, Pulse-1kg Salt- ½ kg	1050
CODEC	Union – Char Dhularchar Upz - Kalapara	Rice- 1kg, Salt- 1kg, Pulse- 1kg, Potato – 1kg Oil – 1 litre, Sharee – 1 Lunghi – 1, Water – 1 litre	600
Federation of NGOs in Bangladesh	Bagarhat, Jalukhati, Gopalganj	Cash – 500 Tk., Wrapper -1	500
Dak Diye Jai (Local NGO)	Pirojpur	Blanket	200
Donated Tk. 2 lakh cheque to Chief advisor's Relief fund			
<b>Total :</b>			<b>2,850</b>

RIC extended following relief support among the affected people utilising support from different partners:

Sl No	Source	District	Upazila	No of families	Items
01	UNDP (1st Phase)	Pirojpur	Sadar	1900	Flatten Rice (Chira) 5 kg, Molasses (gur) 1 Kg
			Motbaria	2000	
			Zia Nagar	1000	
			Nazirpur	1100	
			<b>Total :</b>	<b>6000</b>	
02	RIC own Fund	Pirojpur	Sadar	273	Flatten Rice (Chira) 5 kg, Molasses (gur) 1 Kg
03	CARE- Bangladesh (1 <sup>st</sup> Phase)	Bagerhat	Sharan khola	6500	<b>Food item:</b> Rice, Potato, Onion, Daly, Salt, Oil
				6500	<b>Non-food item:</b> Plastic Sheet, Plastic Mug, Plastic Glass, Plastic Bowl, Plastic Rope, Water Can, Candle, Match, Napkin
		Proper	Moth aria	4000	<b>Food item:</b> Rice, Potato, Onion, Daly, Salt, Oil
				4000	<b>Non-food item:</b> Plastic Sheet, Plastic Mug, Plastic Glass, Plastic Bowl, Plastic Rope, Water Can, Candle, Match, Napkin
		Bergerac	Shoran kola	1000 family	B5 Biscuit
04	NGO – Forum for Dews	Proper	Rotarian	500	ORS, WPT
05	CAMPE	Proper	Zinger	400	Rice, Pulse, Onion, Oil, Potato, Salt, Blanket, Share, Lunghi, WPT, Biscuit, ORS, Matches
06	RDRS	Pirojpur	Motbaria	500	Rice, Pulse, Oil, Salt, ORS, Blanket
07	PKSF	Pirojpur	Motbaria, Bhandaria	200	Tube-well 05, ORS 2000 pack, Fresh water 308 bottle
08	Muslim Aid –UK	Pirojpur	Motbaria	250	Rice, Pulse, Oil, Salt, ORS,
09	Help Age International	Pirojpur	Pirojpur Sadar	3500	Rice, Pulse, Oil, Salt, ORS, Lungi, Sharee, Chador, Blanket
			Nazirpur	1500	
10	UNDP 2 <sup>nd</sup> phase	Pirojpur	Motbaria	7500	Blanket, Shawl, Sweater for male, Sweater for children, Mosquito net, Soap (Laundry), Soap (Bath), Kitchen Utensil, Sharee, Lunghi, Towel, Candle, Water (2 liter bottle each), Match lighter, Tripol
			Zianagar	2500	
			Pirojpur Sadar	4500	
11	DFID	Pirojpur	Motbaria	5000	Blanket/Jerry cane
			Zianagar	300	
			Sadar	650	
			Nazirpur	1500	
			Neserabad	250	
		Bagerhat	Shorankhola	2300	
			Morelgonj	1010	
			Kachua	1690/830	
Sadar	1600/160				
12	Help Age Germany/ German Govt.	Pirojpur		4000 family	Rice, Dal, Oil, Salt, Medicine, Blanket

**Total Family Coverage under Relief Operations : 70,400**

### Ongoing Rehabilitation Projects

Activities	Working Area	Donors	Budget
Rebuilding of 2 schools and 1 dam under Cash for work	Motbaria Upazila of Pirojpur district	ILO	1340000
Food Support for 3 months	Mollarhat, Morelgonj and Kachua Upazila of Bagerhat district	CARE/ WFP	20 thousand families with 53 kg of food items per month a package of Rice, Dal, Oil and Blended food.
Water and Sanitation support to 13,000 families (WATSAN) project	Shronkhola Upazila of Bagerhat district	CARE	1,48,67,000
Repairing of 1400 Houses	Motbaria upazila of Pirojpur district	UNDP	76,30,000
Repairing of Road under cash for work 30000 labour days	Motbaria upazila of Pirojpur district	UNDP	31,20,000

Other assistance provided by other organisations such as local NGOs, INGOs, UN, Government: Government agencies, other local NGOs and INGOs in general have been active to extend relief support among cyclone-affected peoples across the country. However, no significant or similar assistance to that planned by RIC has been extended to those communities and families targeted.

#### IV. TARGETED BENEFICIARIES

##### Number and type of beneficiaries

250 of the most severely-affected and most vulnerable households in 4 Unions of Motbaria Upazila (Sub-District) of Pirojpur District will be selected as targeted beneficiaries. From the assessment undertaken by RIC, the allocation of beneficiaries Union-wise will as follows:

Union	Women-headed households/Widow	Disabled	Older People	Total
<b>Bethmore</b>	25	30	10	65
<b>Baramachua</b>	20	15	10	45
<b>Amragachia</b>	35	15	10	60
<b>Gulshakhali</b>	35	30	15	80
<b>Total :</b>	<b>115</b>	<b>90</b>	<b>45</b>	<b>250</b>

##### Criteria for the selection

RDRS has already carried-out a field assessment in this particular locality to identify the scale, type and distribution of assistance required. Depending on the total assistance available, RIC field staff working with the community and liaising with the local administration and local government will select the most vulnerable and poor households in the community those who do not possess the ability to repair damage to their key assets (housing, other) by their own efforts.

Priority will be given to assisting the most vulnerability and socio-economically deprived families. This will vary according to each community but will include women-headed households, the elderly, disabled and according to destitution-deprivation indicators

RIC actively works with the elected leadership at Union level (especially the Chair) and with government officials at sub-district level. However detailed assessment and validation of need is consulted through focus-group discussions with the community in the affected villages and with the advice and involvement of Union Federations, voluntary associations of the landless and near-landless

RIC is fully aware and staff have been trained on the Code of Conduct and these principles are followed at all stages in the relief intervention. In particular, beneficiaries to receive assistance are selected on the basis of need and vulnerability and not according to caste, creed or ethnicity

RIC receives regular requests from local Government and from affected communities. However, it conducts its assessment and arranges assistance purely on the basis of need

### **Number of targeted beneficiaries according to proposed assistance**

A total of 250 households will be selected for shelter construction along with the installation of tube wells and sanitary latrines under this rehabilitation project.

## **V. PROPOSED EMERGENCY ASSISTANCE & IMPLEMENTATION**

### **Goal**

To ensure minimum standards of housing, safe drinking water and sanitation facilities for 250 of the most affected and vulnerable families in the worst cyclone -affected area.

### **Objectives**

- Construct housing facilities among 250 affected families
- Access to safe water and a hygienic latrine for all families.

### **Activities**

#### **House construction**

More than 70% people of the selected area are vulnerable and live below the poverty line. They do not possess any ability or financial capacity to construct or repair their houses. Under this project, 250 houses will be constructed.<sup>1</sup>

#### **Tube well Installation**

250 tube wells<sup>2</sup> will be installed as a significant number of tube wells have been damaged following this year's flood. These tube well will reduce water-borne diseases. Raised platforms will be constructed for each tube well to increase durability and protect against contamination during future disasters. The 250 tube-wells will ensure the project fulfils Sphere standards regarding safe and equitable access to sufficient quantity of water for drinking, cooking and personal and domestic hygiene.

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<sup>1</sup> RDRS implementing partner (RIC) is working alongside CARE International and plans to build the same type of houses that CARE is building. The planned houses are roughly of the same standard or just slightly better than the houses that are being replaced. The standard of housing is lower than that planned by LHCB, however, it should be noted that LHCB and RDRS partners are not working in the same districts.

<sup>2</sup> RDRS partners are working in an area that does not have a problem with ground arsenic poisoning. Consequently, the tube wells planned are of a depth of only 60 to 100 feet and can be dug manually (a shallow tubewell). Tube wells planned by LHCB, on the other hand, have to be drilled to a depth of up to 1,000 feet (a deep tube well) as the soil in their operational areas is contaminated with arsenic. LHCB tube wells are consequently much more costly than those planned by RDRS.

### Latrine Construction

250 latrines will be constructed. A huge number of latrines were damaged during the recent cyclone. As a result, people are now forced to defecate in open places, which is contaminating the water and creating a health hazard. In these four Unions of the Upazila, 250 latrines will be installed with slab and ring. The latrines will ensure the protection of women who are no longer forced to go to the woods to defecate. These latrines will conform to the Sphere standards of an adequate number of toilets, sufficiently close to dwellings, to allow rapid, safe and acceptable access at all times of the day and night.

### Project implementation methodology

RDRS has its specialised Environment & Disaster Preparedness Co-ordination Unit (EDPCU) based in Kurigram. This Unit is headed by a Co-ordinator who will be the main focal point for this project and give 50% of their time to co-ordinate the activities with RIC. One Engineer from RDRS will also be posted at the working area of RIC to oversee the day-to-day activities. The required number of staff will be recruited by RIC for project implementation and certain existing RIC staff will be allocated to this project.

Beneficiaries will oversee and assist the construction activities of their houses. They will also sell their labour for these activities. In house construction, tube well sinking, and latrine installation manual labour will be required both male and female

RIC will work closely with Local Community Organisations, specifically Union Parishad (Council), to assist in the proper selection of beneficiaries. RIC will also sought support from the local community in advising on the design and in implementing and monitoring the project.

In selecting beneficiaries we will avoid discrimination depending on caste, creed and culture. Special preference will be given to disable, widowed and separated family members.

All senior and most mid-level staff of RDRS and RIC know about the Code through training. Through orientation, RDRS have already disseminated the key messages among mid-level and field staff.

RDRS and RIC are fully aware of the concerns of HIV/AIDS, gender and the environment and special care is taken in all development activities to ensure that these concerns are taken into full consideration.

Sphere Standards have been taken into consideration especially in selection procedures and maintaining the recommended distance of tube well and latrine from houses.

### Inputs for project implementation

Sl. No.	Designation	No of Staff	% of time
<b>RDRS Staff</b>			
1	Programme Co-ordinator	1	50%
2.	Project Engineer	1	100%
<b>RIC Staff</b>			
3	Project Coordinator	1	50%
4	Project Manager	1	100%
5	Technical supervisor	2	100%
6	Monitoring Officer	1	100%
7	Accountant	1	50%
8	Guard for Site	2	100%

Equipment needed will not have to be purchased as the hired skilled labourers will have the necessary equipment.

Transportation will be made by using locally-hired motorcycles. Motorcycle and vehicle running costs are reflected in the budget.

**Planning assumptions, constraints and prioritisation**

After the cyclone, virtually all houses were totally damaged, and four months after the cyclone struck people are still living in temporary shelters and lack any source of income or assets. The construction of houses is an essential priority for the most vulnerable groups in the community.

**Factors that can inhibit implementation:** Normally in Bangladesh, for any foreign currency utilisation approval is required from the NGO Affairs Bureau, Government of Bangladesh. After approval, RDRS must report regularly to local Government Officials regarding our activities.

**Prioritisation in the event of insufficient funding:** If RDRS does not receive full funding, a reduced number of houses will be constructed, and fewer tube wells and latrines installed, according to available resources.

**Implementation Timetable**

The projected period of implementation is for 4 months. June 2008 to end of September 2008.

**Transition or Exit strategy:** The humanitarian work will take place in the geographic area where RIC conducts certain ongoing development and related activities including micro-finance and education. After completion of this rehabilitation task, RIC will continue these longer-term development interventions.

**VI. ADMINISTRATION & FINANCE**

When ACT International receives funds for the programme, a Letter of Intent should be sent to RDRS stating the amount to be donated. RDRS will then submit the proposal along with the Letter of Intent to the NGO Affairs Bureau, Government of Bangladesh for their approval. If approved, RDRS can receive the specified funds into its foreign account and disburse the fund to RIC field account for implementation. For proper utilization of resources received from ACT CO, RDRS will devise a Memorandum of the Understanding (MOU) which will be signed between RDRS and RIC.

RDRS maintains and follows a standard Procurement/ Purchase Manual. In the field, a purchase committee system is adhered to following the specified rules of purchase stipulated in the manual.

For this project, there will be an accountant assigned 50% to this project and who will report to the Programme Manager (F & A) on a regular basis

The RDRS Executive Director, as head of the organisation, normally signs any agreement or his authorised deputed officials may also sign.

RDRS has its separate Finance Department who will take care for each of the funding to the partners. It is maintaining standard international procedure to sign the funding, which will be applicable in this project also.

**VII. MONITORING, REPORTING & EVALUATIONS**

There will be separate Monitoring Officers for this project who will regularly monitor project activities. Regular visits will be made by relevant RDRS staff including those from its internal Audit Department.

At the end of the project, an assessment of the project will be conducted which will seek to ascertain the relevance, coherence, effectiveness, efficiency, sustainability and impact of project activities. This evaluation will be carried out by an hiring external evaluator.

After collecting the required information from the RIC field activities, the Programme Co-ordinator will produce the narrative report and the Finance Co-ordinator of RDRS will produce the financial report relating to this ACT Project. The RDRS Project Development Co-ordinator based in Dhaka will consolidate and check these reports and submit then to ACT International within two months of the closure of activities.

### **VIII. CO-ORDINATION**

The Programme Co-ordinator is based at the project implementation district of Pirojpur, so it will be very relatively easy for him/her to co-ordinate with other relevant departments of RDRS.

After getting approval from the NGOAB, RDRS will sign a Memorandum of Understanding(MOU) with RIC. RIC will arrange further meeting with local Government officials to inform them about the project and receive their advice. At local level, RIC will liaise closely with elected Union representatives regarding the targeting and implementation of the project.

**Co-ordination with other ACT members:** There are no other ACT members working in the same district. RDRS is an active participant in the ACT National Forum centrally at Dhaka, and the Forum will be kept informed about these activities.

**Co-ordination with other organisations in the area of intervention:** RDRS is an active member of number of relevant networks such as Disaster Emergency Response group of Donors, Government, INGOs and NGOs, Disaster Forum, NIRAPAD. In each network, RDRS submit its situation report and update other members of ongoing actual and planned activities. This mechanism helps with co-ordination and sharing of experience. At District and Sub-district level, RDRS works closely with the District Administration and participates in co-ordination meetings involving other NGOs. RIC also played the same role at local and national level.

**IX. BUDGET**

Description	Type	No.	Unit Cost	Budget	Budget
	Unit	Units	BDT	BDT	USD
<b>DIRECT ASSISTANCE</b>					
<b><u>Post Crisis Phase</u></b>					
<b><u>Rehabilitation</u></b>					
<b>House Construction (250 houses):</b>					
CI Sheet for roof ( 30mm, 7feet / 2.5 feet)	number	5,500	500	2,750,000	40,441
RCC Pillar	number	2,500	500	1,250,000	18,382
Wood for roof, frame, door window	Cft	8,000	450	3,600,000	52,941
Nut , bolt, Screw, rising (Tua)	LS	250	1,500	375,000	5,515
Bamboo Fence	Sft	120,000	10	1,200,000	17,647
Carrying of materials	LS	250	1,000	250,000	3,676
Labour for plinth raising & house constr	Days	2,000	150	300,000	4,412
Technical Labour (Carpenter)	Days	2,000	300	600,000	8,824
<b>Sub total</b>				<b>10,325,000</b>	<b>151,838</b>
<b><u>Water and Sanitation</u></b>					
<b>Latrine Construction (250 Latrines):</b>					
Ring ( made of cement and rod)	Number	1,250	180	225,000	3,309
Slab ( made of cement and rod)	Number	250	250	62,500	919
Bamboo fence	LS	250	500	125,000	1,838
CI sheet for roof	Number	250	500	125,000	1,838
Carrying of materials	LS	250	300	75,000	1,103
Labour	Days	500	150	75,000	1,103
<b>Sub total</b>				<b>687,500</b>	<b>10,110</b>
Tube well Installation (250 Tube wells)	number	250	5,000	1,250,000	18,382
<b>Sub total</b>				<b>1,250,000</b>	<b>18,382</b>
<b><u>Visibility</u></b>					
Sign board at constructed house	number	250	300	75,000	1,103
<b>Sub total</b>				<b>75,000</b>	<b>1,103</b>
<b>TOTAL DIRECT ASSISTANCE</b>				<b>12,337,500</b>	<b>181,434</b>
<b>TRANSPORT, WAREHOUSING &amp; HANDLING</b>					
<b><u>Warehousing</u></b>					
Rental of warehouse ( 1 no )	month	4	10,000	40,000	588
Wages for Security/ Guards ( 2 person, 100%)	month	4	6,000	24,000	353
<b>TOTAL TRANSPORT, WAREHOUSING &amp; HANDLING</b>				<b>64,000</b>	<b>941</b>
<b>INDIRECT COSTS: PERSONNEL, ADMIN, OPS &amp; SUPPORT</b>					
<b><u>Staff salaries and benefits</u></b>					
<b>Resource Integration Centre (RIC)</b>					
Programme Coordinator (1 person, 50%)	Month	2	35,000	70,000	1,029
Project Manager (1 person, 100%)	Month	4	15,000	60,000	882
Technical Supervisor (2 person, 100%)	Month	4	20,000	80,000	1,176
Monitoring Officer (1 person, 100%)	Month	4	10,000	40,000	588
Accountant (1 person, 100%)	Month	4	10,000	40,000	588
Finance Coordinator (1 person, 10%)	Month	4	45,000	18,000	265
Manager Programme (1 person, 25%)	Month	1	40,000	40,000	588
Warehouse Manager (1 person, 100%)	Month	4	8,000	32,000	471

<u>RDRS Bangladesh</u>					
Programme Coordinator (1 person, 50%)	Month	2	40,000	80,000	1,176
Project Engineer (1 person, 100%)	Month	4	25,000	100,000	1,471
Project Development Coordinator (1 person, 10%)	Month	4	40,000	16,000	235
Finance Coordinator (1 person, 10%)	Month	4	50,000	20,000	294
Program Manager F & A (1 person, 10%)	Month	4	25,000	10,000	147
Project Development Coordinator (1 person, 10%)	Month	4	35,000	14,000	206
<u>Transport</u>					
<u>Resource Integration Centre (RIC)</u>					
Fuel cost - Motorcycle (5 numbers)	month	4	15,000	60,000	882
Local Transport	month	4	4,000	16,000	235
Traveling of central level staff at the project area (3 person)	month	4	15,000	60,000	882
<u>RDRS Bangladesh</u>					
Vehicle Running cost	month	4	2,000	8,000	118
Fuel cost - Motorcycle (1 number)	month	1	3,000	3,000	44
Monitoring visit	visit	3	15,000	45,000	662
<u>Resource Integration Centre (RIC)</u>					
Office Rent	month	4	6,000	24,000	353
Office Utilities - Electricity and others	month	4	4,000	16,000	235
Office stationery	month	4	10,000	40,000	588
Photocopy, photography etc.	month	4	3,000	12,000	176
Staff Recruitment (advertisement cost etc.)	Event	1	10,000	10,000	147
<u>Communications</u>					
Telephone and fax	month	4	6,000	24,000	353
<u>Others</u>					
Reporting and Documentation	LS			15,000	221
<u>RDRS Bangladesh</u>					
Office stationery	month	4	1,500	6,000	88
Photocopy, photography etc.	month	4	1,500	6,000	88
<u>Communications</u>					
Telephone and fax	month	4	1,000	4,000	59
<u>Others</u>					
Final Report (published in Booklet form)	LS			23,120	340
<b>TOTAL PERSONNEL, ADMIN, OPERATION &amp; SUPPORT</b>				<b>992,120</b>	<b>14,590</b>
<b>AUDIT &amp; EVALUATION</b>					
Audit fees	Estim.	1	15,000	15,000	221
<b>TOTAL AUDIT &amp; EVALUATION</b>				<b>15,000</b>	<b>221</b>
<b>GRAND TOTAL</b>				<b>13,408,620</b>	<b>197,186</b>
<b>EXCHANGE RATE:</b>					
	IUS\$ =	68			
Actual Rate:					