**THE DANISH EMERGENCY RELIEF FUND**

**Guidance note & INTERVENTION application form**

**Modality: Covid19 priority Countries**

Intervention APPLICATION FORM: COVID19 priority countries

**Yes:** reference no.: **18-381-OC** Financial ceiling: 1.000 000

Has your organization prequalified for DERF funding?

|  |  |
| --- | --- |
| **Do you plan to submit more than two applications under this call?** Applicants who intend to submit more than two applications in totalfor COVID19 funding under the currently open Calls, must submit all applications at the same time. | **X No**   * **Yes. If yes, how many:** |

## The humanitarian intervention

* **What sectors will the proposed interventions most relate to (please tick ALL boxes that apply)?**
* **WASH (Water, Sanitation & Hygiene)**
* **Health**
* **Shelter**

**X Nutrition**

* **Camp Management**

**X Education**

* **Protection**

**X Emergency FSL (Food Security and Livelihoods)**

* **Other (specify): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **The overall purpose in short, including the objectives, activities, expected results and indicators to be applied.**

The overall purpose is to save lives and reduce the suffering vulnerable people affected by the COVID19 and restoring the livelihood of the vulnerable displaced people already affected by the violence and food insecurity since last year and to prevent increasing displacement and improve food security for 1000 displaced people and their hosts families in Burkina Faso following The COVID-19 Global Humanitarian Response Plan May Updated in coordinated by OCHA with inputs from UN agencies and NGO consortiums.

The intervention is planned for 5 Months and it will contribute to the Global Humanitarian Response Plan. The focus of our intervention will be on the 6 of the most affected villages: Nagraogo, Barsalogo, Tougouri, Kongoussi, Bourzanga, Tikaré in the Sahel and Centre Nord Region. The intervention proposes the provision of schools’ kits (exercise books, textbooks, pens, pencils and bags) for **400** school children, seeds for **300** people mostly the IDPs and training **300** people for the basic gardening and farming technics and give them the organisation capacity by organising them in groups. The intervention follows the UN Global Plan objectives: Decrease the deterioration of human assets and rights, social cohesion and livelihoods and Protect, assist and advocate for refugees, internally displaced people, migrants and host communities particularly vulnerable to the pandemic

**The objectives:**

The objectives of this intervention are to support, equip and empower displaced people and their host families in the Sahel and Centre Nord Regions to be able to produce their own food for the coming months. This contribute to 2 of the 3 strategic priorities and the immediate objectives of the GHRDP:

**1.** Decrease the deterioration of human assets and rights, social cohesion and livelihoods and as 80 % of people in these regions of Burkina Faso rely on agricultureactivities as their main source of food and income. Providing livelihood assistance is crucial to allow them to produce their own food and that is the reason we are proposing chicks and seeds and some training so they can produce their own food.

**2.** Protect, assist and advocate for refugees, internally displaced people, migrants and host communities particularly vulnerable to the pandemic. This area has faced the most long-standing destabilization and threats linked to armed groups compared to other areas of the country and remains the epicentre of abuse and insecurity. The people of the Sahel and Centre-North Regions are traumatized by brutal attacks and looming insecurity and now by the COVID 19.

We chose to provide seeds, basic gardening equipment and schools kits because many other NGOs are proposing and providing stuff like The installation of handwashing facilities in vulnerable places like refugee camps; and the distribution of gloves, surgical masks, food, mobile money, soaps ,water, gloves, goggles, and testing kits and many more things.

**The Activities**

**Activity 1:** Provision of school kits to **400** vulnerable displaced school children both girls and boys. These school kits will enable the children to be able to go back to school after the COVID19 is over. This action will relieve the displaced vulnerable parents to focus on other things like food, water and other necessities.

**Activity 2:** Provision of fast-maturing crop seeds (Vegetables) and start up equipment to **300** vulnerable displaced people and host families. These activities are planned around the 6 villages. We are proposing the 2 vegetables seeds and 1 seed for the seasonal farming. (Corn Seeds)

**Activity 3:** 4 Days Training organisational capacity building for the **300** people receiving the fast-maturing crop seeds. The training will be in nursing the seeds, basic gardening techniques and organising them in the groups of 10 or 15 to work in groups and maximize the harvest outcome. Furthermore, there will follow up visits during the intervention period to support implementation.

|  |  |  |
| --- | --- | --- |
|  | **Expected Results** | **Indicators** |
| Activity 1  **Provision of school kits** | By the start of the school, **400** children people (Girls & Boys) will have been able to go back to school with the provided school kits. | **1-1** Wewill document with name of all the beneficiary of the school kits with the records.  **1-2** We will document with photos and videos. |
| Activity 2  **Provision of seeds** | - By **November 2020**, **300** people will have been able to use the provided seed and equipment to grow and harvest their vegetables and will be food sufficient.  -They must have been able to sell some vegetables, save some seeds and help themselves and their dependants. | **2-1** Wewill document with name and phone numbers of all the beneficiary.  **2-2** We will document the vegetable harvest  **2-3** Photos and Video will be saved  **2-4** Seeds are saved for the next season |
| Activity 3  **Training** | By **November 2020**, **300** people will have been trained and have the organisational capacity to be able to grow vegetables and maximize the productivity | **3.1** Document the participants in the training  **3-2** Training materials will be available  **3-3** Photos and video of the training  **3-4** Evaluation and Feedbacks |

* **How does your selected response consider the specific context within which you plan to implement an intervention? How does your selected response consider the strategic priorities and the immediate objectives of the Global Humanitarian Response Plan (GHRP)? Is the intervention appropriate and relevant (CHS 1) effective and timely (CHS 2) and are the resources managed and used in an effective, efficient and ethical manner (CHS 9)?**

**The appropriability and relevance of the intervention (CHS 1):**

The provision of vegetable seeds and equipment and school kits for the target villages through our local partners in Burkina Faso is found to be appropriate since it fits the climate and not least the raining season in Burkina Faso with the very first rains last week. Furthermore, the intervention suits the target groups where knowledge and skills in gardening is lacking therefore training and capacity building will be targeting these issues. The intervention is also considered relevant in the crisis situation, since the provision of vegetable seeds and basic equipment together with the training is expected to equip and empower the displaced people and their host families to make a living that is sustainable and thereby mitigate food insecurity and increasing displacement.

**The effectiveness and timeliness of the intervention (CHS 2):**

This intervention is planned to be implemented in the middle of an emergency phase, where there is a high risk of increasing food insecurity and displacement and must therefore be considered timely (CHS 2).

**The management and use of resources (CHS 9)?**

Partnership contracts are concluded to ensure that resources will be managed in an effective, efficient and ethical manner, and aim to avoid corruption, fraud, favouritism, exploitation and unintended use of the provided resources. To ensure that the resources are used in a cost-effective way, prices on seeds, school kits and expertise in different areas of Burkina Faso would be compared and the most favourable solutions chosen. Based on the partners long standing experience, expertise and capacity they are trusted to use the resources in a responsible and cost-effective way. YFDD will urge them to follow the approved application and budget. We will monitor every aspect of the intervention.

***- How you respond to the identified emergency and/or protection needs of particularly vulnerable persons amongst the crisis-affected populations***

The provision of vegetable seeds and school kits together with the training and start up equipment is expected to support, endow and empower the displaced them to survive and improve livelihood and thereby mitigate food insecurity and towards COVID19 pandemic in Burkina Faso as a priory country.

***- How you ensure they have access to the assistance they need when they need it***

To ensure that the target group have access to vegetable seeds, school kits, trainings and the start-up equipment, when the intervention starts, research of the marked will be done by our implementing partner, to ensure that the quantity needed for the intervention is available. To ensure that the target group also have access to assistance and know-how in the area of gardening, technical assistance will be available in the local area and through the follow up visits that will be conducted throughout the intervention period.

***- How you ensure that resources are managed and used responsibly for their intended purpose.***

To ensure that the seeds and school kits are managed and used responsibly, all the resources are recorded at the time of purchase and again at the time when it is handed out to the beneficiaries. Both planned and announced visits at are carried out, to make sure that the seeds and school kits are used as intended.

* **How you will start your activities within 7 days of the Danish CSO receiving the first transfer?**

After the application has been approved, YFDD will contact AIDRU to inform the target group and other actors to start the ground preparation for the implementation to start as soon as possible as planned. During this period, contracts will be signed. Here the implementing partner together with the local authorities and beneficiaries in the 6 selected villages in the two affected regions will discuss issues related to the successful implementation of the project. During this time sellers of vegetable seeds and school kits will be contacted and arrangements for the order of the selected seeds and school kits together with the equipment’s will be made, whereas the agricultural training agents qualified for the training will also be consulted and meetings for making sure the intervention start as soon as possible. The arrangement of the money transfer from CISU to YFDD and from YFDD to AIDRU will also be going on at this time.

***Please fill in the table below and note that total and total adjusted for double counting must be filled in for all ages of both female and male.***

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Planned target population** (direct target group only) | | | | | | | |
| Type of Activity | **Female** (by age) | | | **Male** (by age) | | | Total |
| Under  18 | Between  18-50 | Over  50 | Under  18 | Between  18-50 | Over  50 |  |
| Output 1 | 200 |  |  | 200 |  |  | 400 |
| Output 2 |  | 200 |  |  | 100 |  | 300 |
| Output 3 |  | 200 |  |  | 100 |  | 300 |
|  |  |  |  |  |  |  |  |
| Total: | **200** | **400** |  | **200** | **200** |  | **1000** |
| Total adjusted for double counting\*: |  | 200 |  |  | 100 |  | 300 |
| Total vulnerable persons of the above | 200 | 400 |  | 200 | 200 |  | 1000 |

\*correct the number if the same persons are listed in more than one activity. Each person can only be counted once.

* **How do you calculate the number of people who shall be assisted through the various activities?** *For example, if you target households, how many family members (male/female / below 18) do you count per household?*

**Output 1:** 200 boys and 200 boys will receive school kits. All school children are under 18 years.

**Output 2:** 200 women and 100 men will receive vegetables seeds for home gardening.

**Output 3:** The 300 people, who receives seeds, will also receive training.

* **Which vulnerable groups are you specifically targeting?**

The most vulnerable group targeted in this project are the displaced people in the area. According to our local partners most of this group are women and kids since they are seeking refuge in areas of the country that are more secure, while the men often stay back trying to protect their land and properties. The affected population have lost all their valuable productive assets and their purchasing power lowered. They are unable to send their children to school and provide for their families. They have adopted negative coping mechanisms e.g. skipping meals, engaging in labour activities etc. The existing food insecurity and COVID19 lockdown of the country has greatly affected the host villages where resources are scarce. Therefore, this intervention will target the poorest and most needy among both displaced people and hosts.

* **Source of goods: Briefly explain how you plan to source your goods and tick the boxes that apply.**
* **Internationally**
* **Regionally / neighbouring country**

**X In country / locally**

The seeds (vegetables and fast-growing crops seeds) and the school kits and other basic equipment will be source in the capital city Ouagadougou, and in other places of the country.

* **Does the intervention include cash-based programming?**
  + **Yes**

**X No**

Our intervention does not include any cash-based programming.

* **Financial localization of the intervention** *Take the following two figures from your budget format:*

**% of DERF intervention funding, which is spent by local or national partner CSOs, from the intervention budget: 84 %**

**% Funding spent on activities & goods for crisis affected persons, from the intervention budget: 70 %**

## The implementing organization

* **What is the capacity, experience and expertise of the proposed partner organisation(s) (CHS 8) undertaking the proposed intervention substantiating whether the humanitarian response can be delivered up to standard and to the needs of particularly vulnerable persons?**
* ***How the implementing organisation’s experience and expertise within the work-areas of the proposed intervention matches the requirements of the proposed intervention***

The **Association International pour le Developpement Rural and Urbain** (AIDRU) officially came into being on the 18th of December 2006. Its formation came in response by a group of professionals to address certain problem in Burkina Faso. The last humanitarian intervention was funded early this year by NOVO Nordisk of Denmark in cooperation with YFDD and through intervention where both AIDRU and YFDD gain a lot of experiences. Experiences exchange and learning through the intervention was such a learning experience for both YFDD and AIDRU. **Gilbert Wottor** is the project coordinator of AIDRU. He has many years of experiences in project management. He was a project coordinator in Bamako -Mali before moving back to Ouagadougou in Burkina Faso. He has the accounting background. **Pauline ZERBO** is the treasurer- accountant of AIDRU. Pauline will work as financial manager on this project. She has many years of experiences and expertise in the area of Finance and Administration. **Bourahima ILBOUDO** is the associate director of AIDRU and he will be the field officer in this intervention. He has a strong understanding of the context and he will be responsible for all field works and logistics, he will also monitor analyse, evaluate and report. He manages AIDRU office at Kongoussi. AIDRY staff have a variety skill from their previous work experience. AIDRY has enough qualified staff and volunteers for this timely intervention.

* ***How the implementing organisation’s organizational and financial capacities matches the level of funding applied for.***

The implementing organization’s organizational and financial capacities matches the level of funding applied for and they have successfully implanted 10 projects in the past 10 years. They have sister’s organisation in many West Africa countries and in USA. They have received funding from SDP Foundation, Humanity Group, Action Against Hunger USA, The Lifeline and from other privates’ donors. AIDRU is able to manage the fund successfully based on their previous financial experience from other funding especially the latest funding by the Novo Nordisk and other lately.

* ***How the organisation’s access to the people affected by the humanitarian crisis, and its experiences of meeting the needs of particularly vulnerable people, substantiates that the organisation will be able to deliver the proposed humanitarian intervention including in current situations of COVID19 restrictions.***

Previous humanitarian interventions experiences and especially the latest humanitarian intervention which was funded early this year by NOVO Nordisk of Denmark in cooperation with YFDD has given a learning experience to both organisations especially the implementing partner AIDRU. AIDRU has implemented large funded projects with effective and efficient financial management systems embracing accountability and transparency Experiences exchange and learning through the intervention was such a learning experience for both YFDD and AIDRU. YFDD together AIDRU will be able to deliver the proposed humanitarian intervention including in current situations of COVID19 restrictions and partially lockdown of the country. AIDRU will take all the government measures into consideration and attend all the meetings by the coordination groups such as OCHA and CONASUR.

* **Is the Danish CSO proposing to self-implement?** 
  + **Yes.** If yes,

-how often have you been self-implementing with DERF grants in this country before: \_\_\_

**X No** YFDD is not proposing to self-implement

* **Partnership:** 
  + **Kindly explain whether you have entered into partnership agreement, the main features of this agreement(s) and whether this agreement(s) was developed with the local partner**.

YFDD and AIDRU have signed a partnership agreement more than a year ago and since then both organisations have been exploring the possibilities for collaboration to start joint projects in targeting the children and young people until the funding from NOVO Nordisk came for a 4 months project with success. Both organizations agreed to maintain communication to formalize a long-term strategic partnership. YFDD and AIDRU also agreed to strengthen relationships, networking, fundraising and communication now and in the future through regular talk on Skype twice a week and keep each other updated about what is happening in our organisations. Moreover, a board member of YFDD and the project coordinator of AIDRU met in Togo on February 2019 to discuss issues related to their partnership.

* + **Describe the contributions, roles and areas of responsibilities of all partners (including the Danish CSO) within this intervention**

**YFDD** will be responsible for:   
- Supporting and giving technical advice to AIDRU to ensure the intervention is successfully implemented. - Monitor the intervention and ensure that the intervention is in line with the approved budget.   
- A staff from YFDD will travel to Burkina Faso to monitor the activities at the start of the intervention  
- Responsible for updates, the final report and audit to CISU.

**AIDRU** the implementing partner will be responsible for:  
- Daily activities, responsible for the timely implementation of the proposed activities  
- Engaging with the target group  
- Reporting project progress of the intervention to YFDD.  
- Collaboration with the local government and other NGOs, and gathering the relevant information  
- Responsible for updates, the final reports and financial audit to YFDD.

**OCHA:   
-** They will coordinate the entire intervention in the affected regions in the country.   
- They will also give updates during their periodic meetings.

## Local strengthening

* **How does the intervention strengthen local capacities and avoid negative effects (CHS 3)?**

The local capacity can be strengthened through our intervention and the capacity given to target will last for a long time and not only that, but we are engaging them for life through this project. The intervention strengthens the local capacities through the empowerment of the displaced people and their host. The skills and empowerment will not only be of value for the target group and their families, but it will also be a capacity to the society around them and ensuring the sustainability of the project. To avoid the negative effect of target group becoming accustomed to receiving instead of contributing, is met by making them aware of their responsibility and by empowering them to be capable of making the most out of the resources they are given. Unexpected negative effects can be acknowledged through the feedback and accountability system, which gives YFDD and AIDRUthe opportunity to address negative effects and adjust the intervention if needed

* **How are the local actors including the target group informed and involved (CHS 4)?**

The local actors have a central role in the selection of the most vulnerable people that needs the help that this intervention offers. This helps to ensure that the support reaches the people who has a true need and who can benefit from the support. AIDRU has also included the local authorities and target groups in choosing the right support for each town, so that the support fits the context and resources available. Seeds are thereby chosen and school kits. We understand from our local partner through their assessment undertaken in selected districts where most people have some knowledge and experience about how to do gardening and farming.

* **How are you applying a do-no harm approach, or, if your intervention focuses on prevention and mitigation (early action) a no regret approach in the unexpected event that the anticipated crisis does not arise?**

A no regret approach is applied in the sense that the target groups capacity and empowerment for endurance and survival are boosted, which is of value whether an exacerbation of the crisis occur.

## M&E, LEARNING AND ACCOUNTABILITY

* **How are risk management systems applied in the appropriate context?**

The risk of people selling the provided seed, equipment’s and school kits is being avoided by announced follow up visits, where it is ensured that the provisions are used for the intended purpose. Furthermore, the visits contribute to meet the challenges that the IDP face and mitigate the risk of the project failing. As a result of the collaboration with the local authorities there will be registration of the people receiving support, so that the target group do not receive the same kind of support from other organizations.

There is also a possibility that people from the target group will move to other areas or secure UN camps. If they leave the provided seed and equipment behind it will be given to other displaced people or host families in need. If the security situation of the intervention areas becomes dangerous with the COVID19, our local partners will be advised to withdraw from the intervention area.

* **How do the implementing partners apply monitoring, feedback and accountability systems (CHS 5), including a complaint mechanism that works in the specific context?** *Include here a description of how you monitor results (e.g. by formulating indicators), how you report back to the target population (feedback) and describe how you will receive, handle, and address complaints.*

Monitoring will be conducted in a collaboration between AIDRU and the local authorities and will be organized on a meeting and through coordination meetings throughout the project period.

Before the intervention starts a meeting between the local authority, AIDRU and their volunteers will be conducted, and information about how to monitor the intervention will be given. Furthermore, there will be a gathering for the whole village or area, where expectations are levelled and where the target group will be informed of the possibility of complaining or give feedback through a hotline, the chief or a local partner’s volunteers, who will be introduced at the gathering.

During the project period coordination meetings between YFDD, AIDRU and other local actors will be conducted continuously, to discuss emerging challenges or incoming complaints and feedback. All complaints and feedback where action is needed will be handled timely according to how serious the matter is. To ensure impartiality and correct handling of the matter relevant professional competences can be drawn into the process from outside if needed.

**Monitoring systems**

1- There will monitoring and evaluation of the intervention periodically by the local partner and final reports will be made available for all including the target group.

2- The indicators will be pointing to the expected results

3- There will be learning and accountability both for the target group and the implanting partner.

4- We will also need to take feedback from all the actors thus target groups and local authorities

* **How will learning and reflection be applied in terms of improving humanitarian action (CHS 7)?**

We will draw our learning and reflection from both positive and negative feedback from the partner, target groups and other NGOs involved in Burkina Faso. If the intervention does not work as expected and in the given context, it might cause minor immediate changes in the implementation of the intervention. If major changes are necessary CISU will be involved in approving the changes. The final evaluation of the intervention will also be of value for future project where knowledge and competences acquired will be transferred.

## Coordination

* **Are the implementing organisations involved in a coordination mechanism?**
  + **Yes**

AIDRU has already attended a coordination meeting in Ouagadougou, the meeting was organised by CONASUR They will attend coordination cluster meetings with other NGOs at Sahel and Centre Nord regions in the coming weeks. This project will be implemented in Sahel and Centre Nord regions, where there are several other NGOs operating such as UN affiliated Organisations,Association Wend –Panga pour Développement du Sahel (AWDS), Association pour le Développement de l’artisanat Rural(ADAR), Association Nateelbzanga pour le Développement (AND), La Croix Rouge Française among others. The coordination meeting is necessary to avoid duplication of work and maximize joint effort to reach as many vulnerable people as possible. The coordination meetings are led by OCHA and the ministry in charge of the COVID19 CONASUR. During the implementation phase, our implementing partners will attend the cluster coordination meetings to share information, project updates, challenges, and milestones/successes with other actors working in the same area to provide a coordinated and complementary assistance to the affected people

* **How does the intervention contribute towards coordination and complementarity of humanitarian assistance (CHS 6)?**

*This includes cooperation and coordination with relevant stakeholders and coordination mechanisms to ensure that particularly vulnerable people at-risk of being affected by the crisis do not experience avoidable gaps and overlaps in the humanitarian assistance;*

Since all intervention in the villages are coordinated by our field officer in AIDRU regional office in Kongoussi, the coordination with the target groups, chiefs and local authorities will be very easy. He will provide knowledge of other interventions or organizations working in the area. The local authorities’ role in keeping record of the beneficiaries’ support prevents overlaps in humanitarian assistance in the area, and the possibility of complaining prevents gaps.