

SUB-PROJECT MONITORING REPORT, Part 2 – Narrative Reporting

Partner Agreement No.:	[0000000339]
Implementer:	[MOJAZ Foundation] (1205119)
Operation:	[Pakistan]
Budget Year:	[2011]
Period covered by the Report:	[July till Dec 2011] Project Implementation Period 6 Months
Date Report Submitted:	[15 th Feb 2012]

1. Sub-Project Overview

Indicate if there have been any changes in the general situation or context of direct relevance to the implementation of this project and/or its beneficiaries.

The Mojaz Foundation planned and implemented the One Room Shelter Project aiming at the provision of for shelter support to 200 extremely vulnerable flood affected families in one Union Council i.e. Basti Rindan, Tehsil Jampur, District Rajanpur. UNHCR provided full financial support for the construction of 200 ORS along with operational costs for effective delivery.

According to the estimates quoted by provincial disaster management authority Punjab, approximately 70% houses destroyed fully in the targeted UC and almost 100% population was affected by the devastated flood in 2010. During the need assessment carried out by MF in the month of March 2011 for conceptualizing the project proposal it was discovered that people of the area were in critical condition due to the unavailability of basic necessities like shelter, food and water. Almost 1,197 families of the targeted worst affected UC had lost their shelters. The agriculture land was damaged, houses had collapsed, health and hygiene status of a large majority was poor and roads school buildings and BHUs were badly affected. The assessment also revealed that most of the poor and vulnerable families were living in camps or with their relatives and were not able to rebuild their houses without any external support.

After signing of the sub-project agreement with UNHCR, MF repeated its need assessment in the month of July with intention to safeguard the effective implementation of the project and to ensure reaching the most deserving families. It was found that many other organizations including Muslim Aid, UN – Habitat and NRSP had made their access to the area for the provision of permanent shelters giving rise to the chance of duplication.

This change affected the project design and implementation in terms of the need to be more specific and select only those beneficiaries who had not been engaged by other organizations for the construction of shelters and were still in need of physical protection. MF had to cancel 55% of beneficiaries from previous list had to repeat its beneficiary selection for avoiding duplication. Furthermore, MF had to drop and replace 30 houses in one of the villages in the riverine area where water stagnated too long to transport the shelter material and start construction.

In the houses without secure shelters men were scared of going out for labour in the absence of security for children and women. Though a disadvantage for family, food security benefited the shelter construction as unskilled labour was readily available. Due to the

constant availability of the males (as well as females) it became quite convenient for MF to see the rapid impact of its efficient social mobilization process. This factor also contributed into the fast completion of the construction without affecting the quality of the work.

UNHCR\MOJAZ Foundation's response complemented with the support of other organizations e.g. Muslim Aid and UN Habitat, SPO and Pakistan Army resulted in reducing the vulnerability and stress of the flood affected population. These organizations provided 169 shelters, improved two primary schools, distributed NFI Kits and Medical camps for woman and children brought a greater impact in the life of the affected population. Concern Worldwide also provided Hand pumps that improved the access and quality of drinking water.

Other indicator of change in the general situation of the project area which supported its implementation was that external interventions catalyzed government support creating better environment for smooth implementation of MF project in the area. Nonetheless, the entrance of the external support organizations led to an intrinsic counselling and appeased the psychosocial disturbance of the community. Their attitude became positive for their effective participation in the implementation of the project. In a nutshell, there have been quite positive changes in the general situation, as compared to the early days after flood.

2. Description of Population Planning Group(s)

a) *Indicate changes which may have occurred in the beneficiary population profile and how this may have affected the sub-project.*

There was no tangible change in the beneficiary population profile. Most of the situation related to the population profile almost remained same i. e the social indicators related to the nutrition, health and access to education had not been promisingly revived due to sluggish rehabilitation of physical and social infrastructure. Notwithstanding the economic indicators for the beneficiaries showed improvement due to access to labor in agriculture sector. The rehabilitation of the agricultural land was much faster compared to other sectors as being the key source of livelihood of these remote communities. It created local labor opportunities and the families restored their livelihood and ensure food security.

b) *Provide demographic data pertaining to the actual beneficiaries of this sub-project (one table for every Population Planning Group assisted under this sub-project). Partner should explain differences between the actual number of beneficiaries and the planned number, if applicable.*

MOJAZ Foundation prepared the PPG data during first physical survey in the month of March 2011 details are mentioned in PPG planned data table. A total of 1600 beneficiaries from different age groups were included in the project.

A complete record of the beneficiaries was maintained in a database. The assessment of the beneficiaries was carried out on poverty scorecard format. The basic information included: name, parentage/husband, CNIC, family No, Occupation, Losses, Land & Livestock holdings, any diseases, family size details (gender wise). After completing the beneficiary enrolment, a specific shelter code number was allotted to each beneficiary which was used as a verification tracking number for monitoring purposes.

Details of PPG, with regards to the selected union, is given in the table below: (Planned Data)

Name of Population Planning Group:			Target Residents of Basti Randan			
Age Group	Male		Female		Total	
	numbers	%	numbers	%	numbers	%
0-4	167	19	194	27	361	22.5
5-17	220	25	151	21	371	23.24
18-59	317	36	245	34	562	35.1
60 and >	176	20	130	18	306	19.12
Total:	880	100	720	100	1600	100
Major locations:			Kotla Daha, Basti Randan, Basti Meeran, Basti Waja, Bhano Wala, Mullan Wala			

Details of PPG, with regards to the selected union, is given in the table below: (Actual Data)

Name of Population Planning Group:			Target Residents of Basti Randan Wali			
Age Group	Male		Female		Total	
	numbers	%	Numbers	%	Numbers	%
0-4	120	17	131	21	268	19
0-17	205	29	215	35	449	32
18-59	265	38	205	33	508	36
60 and >	107	15	65	11	187	13
Total:	697	100	616	100	1413	100
Major locations:			Kotla Daha, Basti Randan, Basti Meeran, Basti Waja, Bhano Wala, Mullan Wala			

3. Implementation Arrangements

Describe the arrangements the agency has made to produce the outputs described in Section 5 of the Sub-Project Description. Describe constraints and explain what changes, if any had to be made to the original plan during implementation.

Project Staff hiring:

The project was managed by the regional office of MOJAZ Foundation located in Multan. The establishment of field office Jampur was for routine project activities and monitoring. The preliminary step in the project implementation was staff hiring dedicated to implement project activities in the project field area. The project staff positions were advertised in a national newspaper "The News" in the 1st week of July, 2011. The selected staff started working in the second week of July, 2011.

The staffing provided in the sub-project was according to the number of shelters. The short duration of the project created a pressure on the human resource. The project included the following main staff;

- Project Manager (1)
- Manager Finance and Accounts (1)
- Monitoring and Evaluation (M&E) Manager (1)

- Finance Officer (1)
- Admin Officer (1)
- Chief engineer (1)
- Sub- engineers (2)
- Procurement and logistic officer (1)
- Project Coordinator (1)
- Social Mobilizers (2male and 1female)
- Warehouse Supervisor (1)
- Reporting and Data Collection Officer (1)
- Security Guard (2)
- Supporting Staff (2)

Key interventions of the project

1. Project Location Identification

MF while participating in the relief activities during the flood in District Rajanpur reached to the far flung areas and identified areas which were still left without any external support. These areas were mentioned in the cluster meetings held in District Rajanpur. MF informed the cluster groups that the flood affected families in the Union Council Rindan were living in the open without food, shelter and other resources. It was further confirm by the district government data that these union councils were severely affected by the flood. Hence the selection of Union Council for the sub project.

2. Selection of Villages

Union Council Basti Rindan was selected for the proposed shelter project. MF field team visited the area and selected the villages which were severely affected, having vulnerable population.

3. UNHCR Verification Visit

The selected villages of the Union Council Rindan were mentioned in the proposed project document. The UNHCR field staff, in District Rajanpur, carried out verification visits of the selected areas and verified that the selected Union Council was severely damaged and needed shelters on urgent basis.

4. Orientation of Project in the Target Community

Social Mobilizers from MOJAZ Foundation introduced the project to the target communities. In the introduction, UNHCR approved shelter design and plan was shared with the beneficiaries. The communities were also informed that they had to supply unskilled labour for the construction of their shelters.

5. Social Mobilization Process

MF applied participatory development approach to ensure active participation of community in the development work.

6. Formation of Grass Root Committees

Community organizations were formed at grassroots level. These organizations were named as “Grassroots Committees” (GRC). These Committees consisted of four

members (one influential, good reputed person, a school teacher, a local lady activist and the local clergy). A Memorandum of Understanding was signed with each GRC in which roles of the committee were defined. These committees helped in the selection of beneficiaries, solving the issues raised in the community and in the supply of unskilled labour from the community. The chairman of the committee along with the beneficiary assisted in ensuring the quality of the construction material. For this purpose a format was developed which was signed by the chairman of the committee and the engineer responsible for the construction.

7. Identification and selection of the shelter beneficiaries

MOJAZ Foundation, as a first step reviewed the secondary data of all flood affected families of the selected villages, which was verified through the team of Social Mobilizers along with GRC members. Participatory Vulnerability Analysis (PVA) was conducted for the identification of vulnerable families. The identified vulnerable families were then crosschecked against the criteria for the selection of extremely vulnerable families.

The basic criteria applied for vulnerability analysis was as under:

- i. The family is worst affected by the flood and has lost shelter
- ii. Poorest of the poor
- iii. Head of the family is disable person
- iv. Single Headed House hold (widow, orphan, divorced women, old aged person)
- v. Family has a person surviving under a chronic disease or perpetual medical disorder
- vi. Poor Pregnant women in the critical period of final trimester (7 to 9 month)

The Project Manager conducted verification visits and 200 beneficiaries were selected. UNHCR field team conducted visits of the areas and met with the target beneficiaries and approved the list.

After beneficiary verification, the social mobilizers filled up EVI forms of all the beneficiaries, allotted them numbers for future reference and also mentioned the reason for their selection. MF field team prepared profiles of the beneficiaries which included the EVI form containing information on family, CNIC number, detail of family members and damages caused during the flood, BOQ and shelter design. All the other documents related to beneficiary were included in the profile.

Procurement of Construction Material

1. Invitation of Quotations for tender publishing

MF invited quotations from different advertising agencies for the publishing of tenders. A comparison statement was made of the received quotations. The lowest rate was offered by Aslam Ansari which was offered certificate of selection and the tenders were published.

2. Invitation of Tenders

MF invited tenders to purchase shelter construction material. Tender notice was published in one national and two local newspapers (The news, Jung Multan and Khabrien Multan) in the month of May, 2011.

3. Formation of committees

MF formed two committees for handling all the procurement process. These were:

1. Bid Committee

2. Procurement Committee

The role of Bid committee was limited to opening of bids, ensuring the secrecy documents and signing every document. The procurement committee was responsible for the evaluation of bids and preparation of comparative statement.

4. Tender Opening

Tenders were opened in the presence of UNHCR representative on 8th August, 2011. The procurement committee prepared evaluation and comparative statements. The comparative statement showed two lowest bidders and the team of MF and UNHCR representative visited the offices of the lowest bidders for capacity assessment and finally one vendor from Multan, Trade Mates (Pvt) Limited was selected by MF for the procurement of shelter material.

5. Sample Checking by UNHCR Technical Expert

Two vendors were short listed and MF had a meeting with two of them in order to explore their capacity for provision on shelter material/skilled for the requisite no. in the given time. One of the vendors regretted to provide required material in the given time in line with the schedule of delivery. Furthermore, the samples were checked in the presence of UNHCR participant before placing the purchase order.

6. Procurement of Material in three phases

The construction material for the project **was** procured in phased manner. First purchase order for 50 shelters was placed on 9th August and the delivery time was 20 days. Goods were received on 20th August 2011 and the payment was made to the vendor as per contract agreement.

Second purchase order for 50 shelters was placed on 29th August 2011. After receiving delivery for first 100 shelters; the last purchase order was placed for 100 shelters.

7. First Construction Site

After issuance of first purchase order for 50 shelters, the two sites were selected for the initial supply. These were Kotla daha and Basti Rindan khaas. Each family provided 4 unskilled labours where as the vendor provided 100 skilled labour.

8. Shelter construction training

The technical Engineers of the project organized training on technical skills for unskilled local labour. The unskilled labour was trained on various aspects of site planning, design, material quality and their precise mixture, design aspects, foundation and wall construction. MF conducted 5 trainings at different locations. In each training session a maximum of 50 unskilled labour participated.



Engineer giving briefing about construction work

Shelter construction

1. Removal of Debris and Layout

Active social mobilization and interaction with the target community motivated them to provide labor. They cleared the sites for construction and the sub-engineers drew the layout.

2. Excavation for Shelters

After the final selection of the beneficiaries, in the month of August, (after receiving feedback from UNHCR) the excavation process for first 40 shelters started. The remaining process of excavation was completed in the month of September after completing the construction of first 40 shelters.



3. Foundation work

After excavation, the foundation work started. One skilled and two unskilled labours participated in the foundation work. The sub-engineers provided guidance about the right mix of mortar and checked the material mixture at shelters. They also identified the problems like supply of water and the supply of material to the sites especially to inaccessible areas. By 30th August 2011, 20% of the foundations were completed.



4. Construction of Superstructure

Only 5% of the work on superstructure was completed by September 2011. This was due to the problem of inaccessibility to project site. The issue was resolved as tracks were paved with the help of community. Also peter engines were installed in Kotla daha for water supply. The strike of brick kilns for two weeks also slowed down the progress.



Cash for Work

Cash for work component was included in the project to ensure community participation. It was proposed in the project document that cash to the selected vulnerable families will be provided on daily basis against unskilled labour. However, this created problem as all the families wanted cash for work. Therefore, MOJAZ Foundation, after consultations with UNHCR Staff decided to give cash for work to all families on providing unskilled labour as they all were poor and vulnerable. An agreement was signed with them to ensure labour supply.

Awareness Session on Health and Hygiene

Health and hygiene sessions were included to improve health condition of the targeted families. In this regard community based sessions were organized for children and women at household and community level.

Constraints:-

1. The first constraint was accessibility to far flung areas. In Bhano wala some villages were totally disconnected from the main road and were situated on the other side of River Sindh. It was very difficult for tractor trolleys to reach those villages. To overcome this constraint, MF used boats to reach out to those villages to conduct the initial assessment. Later, due to increased water in the river MF foundation had to drop those villages.

2. Second issue was availability of water. In some villages water was not easily available which hindered the construction process. This issue was tackled by the installation of peter engines and bores.
3. Third constraint was workload on human resources, as there were 2 sub-engineers in the project but the implementation area was quite scattered. MF resolved this issue by hiring 3 sub-engineers from MF budget.
4. Fourth and a major constraint was the supply of bricks. The imposition of GST on bricks by the Government and resultant strike by the owners of the brick kilns hindered the supply of bricks. Also the strike for two weeks raised the prices of bricks.

Overall Assessment of the Sub-Project

a) Overall impact of the sub-project

MOJAZ Foundation provided 200 shelters that directly benefited more than 1600 individuals by improving their living conditions. The shelter provision was instrumental in instilling a sense of security in IDPs. Absence of toilets was a big physical security threat to women, which was resolved because of this project. Shelter provision also gave beneficiaries an opportunity to focus on their livelihoods. The health and hygiene status of most of the beneficiaries were improved as a result of awareness raising sessions.

Through the provision of shelter MF indirectly addressed multiple issues for the most marginalized groups, especially women, children and elderly population at risk who have become more vulnerable to protection. Women were not only able to send their children to schools but were also become able to go out to work to earn money as they could lock their houses behind.

A conscious effort was made to train the community to deal with future hazards through involving them in the entire process and by giving them awareness raising sessions on various subjects related to health, psychological support and disaster management/mitigation.

The specific outputs of the projects are:

- 200 households living in adequate dwellings in the target union council Basti Randan
- 1313 No of male and female have access to secure shelter
- 1313 Number of affected (*previously IDPs*) having access to WASH facilities
- Masonry skills of 200 people were improved.
- 200 families received cash for work

5. Related Inputs and Projects

a) Report on any separate (financial or other) contribution of the agency towards the Sub-Project. Refer to the Section 4 of the Sub-Project Description and report in quantifiable terms.

MOJAZ contributed its share of PKRs. 1.9 million in shape of cash to effectively execute the project. This cost was incurred on the head office staff that provided strategic input for the project execution. The amounts included staff salaries and office operational expense. Furthermore, MOJAZ Foundation mobilized community to pool in their share (approximate 10% of the total construction cost) in shape of labour.

b) *Describe any other inputs, if applicable, and by whom.*
No other input was provided.

5. Overall Assessment of the Sub-Project

a) Overall impact of the sub-project

The project focused on IDPs and restoration of normal life for 200 most vulnerable flood affected families by the provision of secure shelter to revive their dignity and provide security. The engagement of humanitarian organizations including MOJAZ Foundation and other Humanitarian organizations resulted in social mobilization and participation of the local population in the process of need identification, implementation and monitoring of the humanitarian response. This has a greater impact on the community awareness for disaster risk reduction and also encouraged the communities morally.

The beneficiary households provided unskilled labor and were engaged in the skilled enhancement in construction traits under the guidance of the team of civil engineers. The project also created opportunities of cash for work particularly for the poorest families and contributed somehow to the revitalization of local market by purchasing construction materials preferably from local market.

The specific impact of the sub-project is as follows:

- The project benefited 200 homeless families who feel secure after having shelter
- The health and hygiene session increased awareness level of communities regarding health issues and was instrumental in improving their health status.
- The project inculcated a sense of collective development in the communities.
- Skill base of the communities was enhanced.

b) Co-operation with other actors

MOJAZ foundation collaborated with district housing working group to minimise duplication issues and to seek advice regarding problems in implementation for permanent shelter project.

It was important to address security issues. For this purpose District Coordination Office was consulted and land ownership documents were verified.

In order to collect secondary data regarding flood affected villages of union Council Basti Randan, the district Revenue department was contacted. PDMA was contacted to get Non

Obligation Certificate (NOC). MF also shared its experience with other implementing partners and donors and coordinated with other agencies working in the same area to avoid duplication.

c) Lessons learned and recommendation for the future

- RCC precast roofs were very heavy and their transportation to villages having no access to road was very tough. Accidents and breakages occurred during transportation of RCC precast roofs by labour manually. It is suggested that in future these should be replaced with steel girders & tiers with tiles.
- Shelters are made of mud masonry in flood affected villages of UC Basti Rindan which is risky. Cement masonry is preferred for strong structures.
- Septic tanks in this current project area was supposedly accommodating bio-disposal of 7 family members, however the actual average family size is more than this.
- It's hard to manage skill labour simultaneously for large scale of work; hence more funds are required to attract experienced & skilled labours.

6- Actual Progress Achieved towards Planned Results for the period July-Dec 2011

Results Chain	MSRP Code	Focus Name
PPG:	4PAKB	Internally displaced persons and communities affected by floods in Pakistan
Goal:	PB	Emergency
Rights Group:	4	Basic Essential Needs and Services

Problem Analysis ~ Objective		Impact Indicator(s)
Problem Name:	Shelter and infrastructure is insufficient or needs improvement	<ul style="list-style-type: none"> ▪ 100 % of households living in adequate dwellings in the target unions ▪ 1400 of male and female have access to secure shelter ▪ 1400 Number of affected (<i>previously IDPs</i>) having access to WASH facilities
Problem Description:	The devastating floods of 2010 in Pakistan damaged more than 90% of the houses in the southern Punjab. Majority of the flood affected population belongs to the poorest of poor, and they cannot afford to reconstruct their damaged houses without financial assistance. This fact is evident from the fact that even after one year from the flood they are still spending their lives as internally displaced or living in temporary shelter which is way below the SPHERE Standards.	
Objective Code & Name:	Provision of 200 Shelter to the most deserving households in the target area	
Intended Impact:	<ul style="list-style-type: none"> • 200 households from the flood affected population-- in union Basti Randan of Rajanpur—have access to adequate housing and sanitation facilities to reduce the protection risks. • Restoration of normal life for 200 most vulnerable flood affected families by the provision of secure shelter which will revive their dignity and provide security 	
Reporting on Actual Impact:	<ul style="list-style-type: none"> • 200 households from the flood affected population-- in union Basti Randan of Rajanpur—have access to adequate housing and sanitation facilities to reduce the protection risks. • Restoration of normal life for 200 most vulnerable flood affected families by the provision of secure shelter which will revive their dignity and provide security 	

Agreed Output(s) and Activities

Reporting on Actual Progress

Output(s) Code & Name	Detailed description of activities related to the Output	Performance Indicator(s)	Performance Target(s)	Progress Report on implementation of activities related to the Output	Progress towards Performance Target(s)
4JHH1 Long-term/ permanent shelter provided and sustained	<p>1. Selection of target beneficiaries completed</p> <p>2. Construction schedule formed, required construction material procured, stored and supplied to the construction sites, proper record maintained</p> <p>3. Provision of Cash for Work (CFW) to extremely vulnerable families</p> <p>4. Construction of targeted shelters completed and handed over to the beneficiary families</p>	<p>Number of extremely vulnerable households identified and their profiles prepared</p> <p>Total number of houses for which construction material procured and supplied according to construction schedule</p> <p>Number of Extremely vulnerable families benefiting from CFW</p> <p>▪ Number of households received long term permanent shelters</p> <p>▪ # of persons receiving long-term/permanent shelter</p>	<p>200 extremely vulnerable households identified and their profiles prepared</p> <p>Construction material for 200 shelters procured and supplied as per construction schedule.</p> <p>▪ 200 families receive cash for work</p> <p>▪ 200 permanent shelters provided and handed over to 200 households</p> <p>▪ More than 1500 persons living in permanent shelters</p>	<p>▪ 200 permanent shelters has been completed and handed over to 200 households</p> <p>Construction material for 200 shelters procured and supplied as per construction schedule.</p> <p>▪ 200 families receive cash for work</p> <p>▪ 200 permanent shelters provided and handed over to 200 households</p> <p>▪ More than 1500 persons living in permanent shelters</p>	<p>100% Completed</p> <p>100% Completed</p> <p>100 % Completed</p> <p>100 % Completed</p> <p>100% Completed</p>
5MHH1	<p>1. Community mobilization and</p>	<p>▪ No. of grassroots</p>	<p>▪ 20 Community</p>	<p>▪ 20 Community</p>	<p>100%</p>

Agreed Output(s) and Activities				Reporting on Actual Progress	
Output(s) Code & Name	Detailed description of activities related to the Output	Performance Indicator(s)	Performance Target(s)	Progress Report on implementation of activities related to the Output	Progress towards Performance Target(s)
Community awareness and sensitization campaigns implemented	<p>formation of Grassroots Committees</p> <p>2. Organization of Awareness raising session on health & hygiene, psychosocial, disaster management/mitigation, and leadership sessions.</p>	<p>committees formed</p> <ul style="list-style-type: none"> ▪ No. of sessions organized ▪ # of persons reached by community awareness and sensitization campaigns 	<p>organizations formed</p> <ul style="list-style-type: none"> ▪ 20 sessions each on leadership, Health & Hygiene awareness raising, on psychosocial support, and disaster management/mitigation ▪ 800 individuals; men, women and children reached through the awareness and sensitization campaigns 	<p>organizations formed</p> <ul style="list-style-type: none"> ▪ 20 sessions each on leadership, Health & Hygiene awareness raising, on psychosocial support, and disaster management/mitigation ▪ 800 individuals; men, women and children reached through the awareness and sensitization campaigns 	<p>Completed</p> <p>100% Completed</p> <p>100% Completed</p>
5MHE6 Community development services provided	Masonry skills enhancement trainings conducted	<ul style="list-style-type: none"> ▪ No. of training organized ▪ # of persons benefiting from community development services 	<ul style="list-style-type: none"> ▪ 5 training on masonry skills organized ▪ 200 persons directly benefited (1500 individuals indirectly benefited) 	<ul style="list-style-type: none"> ▪ 5 training on masonry skills organized ▪ 200 persons directly benefited (1500 individuals indirectly benefited) 	<p>100 % Completed</p> <p>100% Completed</p>

Information in the parts marked in **Light Green** should be copied from the Sub-Project Description.