

Appeal

Zimbabwe

Response to Food Crisis AFZW-52 Appeal Target: US\$ 2,338,755

Geneva, 24 November 2005

Dear Colleagues,

In Zimbabwe, people's livelihoods are already under serious stress from bad harvests from the poor rains, and the recent forced evictions, which are pushing millions into serious food shortage. Added to this, declining commercial farm production, alarming number of people affected by HIV/AIDS (a quarter of the adult population), lack of basic commodities such as fuel and the general economic decline are worsening the situation.

The World Food Programme (WFP) estimates that more than four million people in Zimbabwe - almost one-third of the total population of the country - are likely to face severe food shortage in the coming year. ACT members **Christian Care**, and the **Lutheran Development Services** are planning to support people who are facing potential acute food shortages through:

- Food distribution
- Providing protein enriched food to persons affected by HIV and AIDS, children and pregnant and lactating mothers.
- Making available drought resistant seeds for the coming planting season.
- Provision of mobile kits for secondary care givers
- Psychosocial support.

This appeal will be implemented in the provinces of Masvingo, Midlands, North and South Matebeleland.

Name of ACT member/partner:

- **Christian Care**
- **Lutheran Development Services**

ACT is a global alliance of churches and related agencies working to save lives and support communities in emergencies worldwide.

The ACT Co-ordinating Office is based with the World Council of Churches (WCC) and The Lutheran World Federation (LWF) in Switzerland

Project Completion Date:

Christian Care - 30 June 2006

Lutheran Development Service - 30 April 2006

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

	Christian Care	Lutheran Development Service	Total US\$
Appeal Targets	969,088	1,369,667	2,338,755
Less: Pledges/Contr Recd	0	0	0
Balance Requested from ACT Alliance	969,088	1,369,667	2,338,755

Note: DCA will contribute USD 44,145 towards the salary, accommodation and communication related costs for one expatriate Relief Officer to Christian Care. This amount is outside the proposed budget of Christian Care.

Jenny Borden

Interim Director, ACT Co-ordinating Office

DESCRIPTION of the EMERGENCY SITUATION in ZIMBABWE

Country Emergency

The crisis in Zimbabwe has its own dynamics of causes and effects. What initially appeared as a food crisis in 2002 has turned into a major humanitarian emergency due to the deteriorating economy, constrained policy environment, poor governance increased exposure to climatic instability and HIV/AIDS pandemic. HIV and AIDS has also crept into the heart of the crisis. There seems to be a link between mortality rates from AIDS and the reduction in school enrolment, productivity in the agricultural sector and the overall functioning of the social service sector. HIV/AIDS increases the prevalence of sickness, undercutting household productivity and depleting scarce resources.

Complex cause and effects of Zimbabwe protracted emergency

There are complex and intertwining factors of causes and effects of the Zimbabwean situation. The situation is characterised by a deteriorating socio-economic and political situation, which is centred around poor governance. Zimbabwe has suffered three years of consecutive drought that have stretched the coping capacity of the people. This situation is being compounded by political mismanagement and heightened by the chaotic fast track resettlement programme. Zimbabwe has been in a continuous economic recession over the last five years. Real GDP contracted by –13.5% in 2003 and by –7% in 2004. The exchange rate fluctuations are symptoms of an economy under stress. The exchange rate was US\$1 to ZW\$6,000 in April 2005. By July 2005 the exchange rate was US\$1 to ZW\$24,500. Inflation is on the rise and was at 265 % in August 2005. The agricultural sector was dealt a heavy blow by the fast track land resettlement programme. Since the compulsory, unplanned and often violent take-over of whites owned former commercial farms agricultural production has been on a continuous decline. Production has decreased by more than 50%. These factors warrant a special definition of the emergency in Zimbabwe, which is now referred to as a "protracted emergency" or "complex emergency" situation.

Food Crisis

Statistics on national food production is now a Government secret. Some analysts put Zimbabwe's 2004/2005 maize grain harvest at anything between 450,000Mt and 700,000Mt though this cannot be verified because of the Government's refusal to allow independent assessments to be carried out. A total of 1.8 million Mt of grain is needed annually in the country. The Zimbabwe Vulnerability Assessment Committee report (ZIMVAC) report produced in July 2005 states that 3 million people will require food relief assistance as from August 2005 to April 2006. However in reality, about 4 to 5 million people will require food relief assistance. The Government admitted that there will be food shortages and it has put measures to import 1.2 million Mt. It is doubtful if the Government has capacity to import this quantity of food due to crippling shortages of foreign currency as evidenced by long queues for fuel, which has become a permanent feature. A senior Government official – the Secretary of the Ministry of Agriculture, addressing a congress of business leaders on 8 September 2005, said that Zimbabwe was left with only 3 weeks supply of maize grain.

In a recent meeting in September 2005, a top official in the United Nations Office for Co-ordination of Humanitarian Assistance (UN-OCHA) said that the secrecy and official denials of a food crisis are reminiscent to the developments of the current Niger food crisis disaster. To this effect the local UN Office has launched a low profile appeal for food relief assistance because the Government refused to make the appeal. However, the Government has said it will welcome the assistance.

Operation Murambatsvina /Restore Order

In May 2005 without warning or clear planning, the Government undertook a massive crackdown on informal traders and illegal structures, which they dubbed “Operation Murambatsvina” or “Operation Restore Order.” Loosely translated Murambatsvina which means, “drive out filth”, is a brutal crackdown on informal traders and informal housing destroying hundreds of informal businesses and personal houses. During these forced evictions, police and security forces used excessive force. It should be noted that this operation was undertaken while James Morris, the UN –WFP Director was on an official visit to Zimbabwe. According to the report produced in August 2005 on the forced evictions by the UN Secretary General’s Special Envoy to Zimbabwe Mrs Anna Tibaijuka, there were over 700,000 people who were made homeless by Operation Murambatsvina /Restore Order and about 2 million people were affected in one way or another. No one can give a clear answer as to the Government’s objectives behind these evictions. ACT partners in Zimbabwe - Christian Care, LDS and Christian Aid responded to this eviction crisis by putting forward an Appeal AFWZ51. The Appeal is ending this month.

Complex HIV and AIDS Dimension to the Crisis

Zimbabwe has the third highest rate of HIV/AIDS infection (33% of adult population) in the world (SAFAIDS 2001). This has widespread effects on health, education and productivity. HIV and AIDS is cutting people down in the prime of their productive years, leaving a growing number of households headed by grand parents, single parents, and children and increasingly unable to produce food. In the same report, the Ministry of Health and Child Welfare estimates that at least 70% of all patients admitted to hospitals around the country are suffering an HIV/AIDS related problem. UNICEF has reported that 30% of all pregnant women are HIV positive, that 9% mother to child transmission exists and that infant mortality is 72% higher than it would have been without the pandemic. Life expectancy has dropped from 52 years to 38 years due to the HIV and AIDS pandemic. Children are especially vulnerable. Due to the food insecurity, hunger had accelerated the progression from HIV to full-blown AIDS. Health services are failing to cope as evidenced by deterioration in service delivery in the form of lack drugs, qualified staff and funds.

The Government of Zimbabwe has recognised the significance of the disease and has put in place some mitigating measures. In May 2002, HIV and AIDS was declared a national disaster. Earlier in 1999, the National Aids Council was established and launched the HIV and AIDS policy, which is now operational. A fund has been created by a 3% AIDS levy that is being administered on both public and private sector workers salaries. The fund is used to assist in HIV and AIDS programmes and the National AIDS council has created structures to assist in the co-ordination of HIV and AIDS programmes.

Both Lutheran Development Service and Christian Care incorporate HIV/AIDS in all components of food intervention, education, humanitarian preparedness and response.

I. REQUESTING ACT MEMBER INFORMATION

- **Christian Care**

II. IMPLEMENTING ACT MEMBER & PARTNER INFORMATION

Christian Care is an ecumenical, humanitarian aid and development organisation formed and owned by churches in Zimbabwe. It is the aid and development service arm of the Zimbabwe Council of Churches. CCare's mission is to provide relief, development and support services to disadvantaged and needy communities and other agencies in order to improve community welfare in a sustainable manner.

Before the Zimbabwe political independence in 1980, Christian Care was involved in providing relief aid to political prisoners and the poorest of the poor. Other relief activities included drought relief and special emergency assistance. The country's independence saw Christian Care expanding its programme portfolio to include rural development programmes such as food security improvement, water and sanitation development, nutrition and irrigation development programmes. Christian Care joins other organisations and Government in the fight against the scourge of HIV and AIDS by formulating and implementing policies and programmes that assist people affected and infected with the deadly disease.

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

Lupane District lies in the semi-arid regions of the country with annual average rainfall estimated at 600mm. Lupane District has 26 wards with a total population of 159,662, according to the local authority. The major sources of water for the District are deep wells, boreholes and streams most of which are tributaries of the Shangani River. There are a total of 425 boreholes in Lupane, 313 of which many are non-functional. Lupane District also has 209 deep wells out of which 168 are not functional. There are 112 boreholes and 41 deep wells in Lupane needing rehabilitation.

Inadequate financing, low enrolments, erratic attendance and high rates of HIV/AIDS infections are just some of the challenges faced by those in the target wards of the two Districts. Local health centres in the Districts report that more people are testing positive for HIV/AIDS than in previous years and that the infection rate for girls is more than twice that for boys. Official figures on the rates of infection and other health indicators are inaccessible as Government departments were instructed not to make them publicly available - this constitutes a major challenge in data collection as well a situation analysis.

The Government has stopped WFP from carrying out food crop assessments so there are no independent crop harvest forecasts. In a survey carried out Christian Care and Oxfam indicated that the district was to experience food shortages as from June 2005.

The project will be implemented in a total of five (5) wards in Lupane District of Matabeleland North province. In Lupane District, CC is also implementing a drought recovery project with components such as rainwater harvesting, community nutrition gardens, advocacy and lobbying, peace building, HIV and AIDS awareness as well as promotion of good storage facilities such as improved granaries. There is also a separate program on seed production, which includes a component on multiplication of open pollinated varieties of seeds by rural master farmers and another component on seed production by selected vulnerable households. Christian Care is in the process of introducing a conservation farming project in the same area as a strategy to deal with food security problems caused by perennial water shortage problems. These projects are funded by ICCO of Netherlands, Oxfam Canada and

Christian Aid UK.

IV. TARGETED BENEFICIARIES

Some of the targeted beneficiaries are new beneficiaries, while others have received some support from previous interventions. Beneficiary selection will be entirely needs based and participatory. Leading the process will be civic and traditional leaders as well as the local community. Relevant Government departments and Christian Care personnel will give their input. A participatory beneficiary selection process has the advantage of transparency, eliminating bias and promoting community ownership of the program. In the selection process, Government personnel and political figures (in some cases) will act as observers and not play a leading role. Beneficiary selection for each component will include amongst others the following criteria:

Main Criteria

All households are to be registered into 9 categories:

- Chronically ill headed households
- Child headed households
- Elderly headed households
- Single parent (widow/er) headed household
- Disabled headed household
- Households with mentally or physically disabled households
- Households with many orphans +2
- Households with high dependency ratio
- Destitute households/ persons- with no food, harvests, no fixed or temporary income

A total of 14,300 people will benefit across five wards of Lupane. The above criteria will be the basis of the following programme specific targeting criteria:

HIV/AIDS

- All persons identified by clinics/health centres and government established HIV/AIDS structures (i.e. AIDS Action Councils at Village, Ward and District levels) with chronic poverty related illnesses or HIV/AIDS symptomatic are targeted for supplementary food. A total of 850 people are targeted.
- Households with bedridden or housebound terminally ill or AIDS dependants are targeted for home-based care and support. A total of 150 people will receive supplementary food and home-based care support.
- Orphan-headed households affected by HIV/AIDS and unemployed women (total 200 households) are targeted to receive indigenous poultry (chickens or guinea fowls --total 1,000 fowls) on a pass-on-the-gift program.
- Most vulnerable village households, such as the HIV/AIDS affected and those headed by the terminally ill, orphans, widows and elderly (200 h/holds) will benefit from the nutrition gardens (4), garden seed distribution (90 kg) and training on food preservation, processing and best nutrition practices.
- Supplementary feeding will also be provided to 800 pregnant and lactating women for six months. Each will receive 10 kg of fortified porridge per month.
- Additional criteria will include households with less than a defined number of cattle (5 in Lupane), no fixed or temporary salaried employment or petty trading or small business (cut off income is ZWD 300,000 per month).

CROP PRODUCTION

Only vegetable seeds shall be offered for distribution as CC expects another partner Oxfam Canada and Christian Aid to provide the open field seed packs such as grain seeds. Some 2,750 households will receive the vegetable crop inputs. These will be selected according to:

- Access to a reliable water source.
- Households with capacity to plant the seeds and work in the gardens.
- Experience in farming, confirmed by Department of Agricultural Research and Extension (AREX).
- Able bodied members of a family who are living with people living with HIV/AIDS should be able to work on behalf of their patients.

UNDER FIVE FEEDING

All children between 6 months and 60 months old will qualify in this program as long as someone can bring them to the feeding point. All feeding will be administered daily where every beneficiary child will come and eat at a feeding point and volunteer mothers will take turns to do the cooking. Exceptional cases will be for children who are physically or mentally retarded and not attending school. They can qualify to benefit from this program even if they are over 5 years of age. The furthest distance to each feeding point will be 2 kilometres. About 4,005 children will benefit from this programme.

NUTRITION GARDENS

The selection criteria will not be very different from the one used for agricultural seed beneficiaries. Some additional criteria for this component will be:

- Access to a reliable water source.
- Households with capacity to plant the seeds and work in the gardens.
- Experience in farming confirmed by AREX.
- Able bodied members of a family who are living with people living with HIV/AIDS should be able to work on behalf of their patients.

V. PROPOSED EMERGENCY ASSISTANCE AND IMPLEMENTATION**Goal**

To contribute towards the community coping mechanisms by improving health and nutrition status of the most vulnerable people through provision of food and support services.

Specific objectives:

- Provide a food basket to 14,300 vulnerable people in Lupane's five wards for a period of 6 months.
- Provide protein enriched food to 850 HIV/AIDS affected persons or people living with poverty related diseases.
- Provide protein enriched food to 4,005 children under five.
- Provide protein enriched food to 800 pregnant and lactating mothers.
- Provide 66 replenishable mobile kits to secondary care givers.
- Provide 150 home-based care kits for HIV/AIDS patients.
- Establish 4 gardens and provide fencing materials and vegetable seeds to at least 2,750 people on at least 4 (one hectare) nutrition gardens.
- Provide community training and awareness to 80 community leaders and 50 clergymen as well as equip them with psychosocial support skills for HIV/AIDS patients.
- Provide 10 training workshops on small livestock management, food preservation and processing to 200 people in batches of 20 people at a time.

Activities

The project will be implemented in five wards of Lupane in Matebeleland North province. These wards are as follows: Lupane District (wards 19, 20, 21, 22, 23) namely Daluka, Jibajiba, Lake Alice, Lupanda and Mbembesi respectively.

SEED DISTRIBUTION

Drought tolerant vegetable seed crops will be distributed to a total of 2,750 households in the five wards in Lupane. The seed packs will comprise crops that can be grown under dry land conditions. A pack of seeds will contain pumpkins, watermelons, rape, garlic, chomoulier and beans. The seeds will be distributed to households that have capacity and willingness to plant them. Christian Care will work closely with AREX to ensure that farmers receive technical back up. Christian Care's partners Oxfam Canada and Christian Aid will provide seed packs for the dry land including a variety of small grains and legumes for the three Districts.

CHILD SUPPLEMENTARY FEEDING PROGRAMME

Under this component the programme will provide protein enriched supplementary food (fortified porridge) to 4,005 children below five years of age. The children will receive a daily ration of 150 grams of corn soya blend during the five days of the week as wet feeding. Volunteer mothers at the centres will cook the porridge for the children. Dry rations may be issued during school holidays and other national holidays.

The programme will take advantage of feeding points established in villages by a recent similar programme. The project demands community ownership, as the community will be expected to provide labour and utensils required to prepare the food. They will also be responsible for storage and accounting for the food. The community will receive some training to augment their capacity for the project and standardise operations for all centres. The training will include aspects of health and hygiene education especially to volunteer people who will prepare food for the children. The organisation will collaborate with the Ministry of Health and Child Welfare to ensure that the required minimum and health standards are met.

HIV/AIDS HOME BASED CARE

Women have proven to be the best caregivers for the sick in most households. This puts more burden on them, as they are responsible for most of the household chores. The advent of HIV/AIDS has made it worse for them since, in most cases, they have to take care of the sick with bare resources and little knowledge.

The project will provide home-based care kits to the primary care givers (mostly members of the affected households) in 150 households. The home-based care kits will comprise linen savers, a 20 litre plastic bucket, face towel, blanket, 2 pairs of gloves and two plastic aprons as well as perishable items such as disposable plastic gloves, cotton wool, washing soap, Vaseline Blue Seal, betadine antiseptic solution, betadine mouthwash, Dettol, gentian violet (GV) paint, crepe bandages, and carbolic soap, mackintosh and draw sheets. Full-time Community Mobilisers will distribute perishable items monthly to affected households with the assistance of volunteer caregivers. The household kits will be replenished on a monthly basis for 4 months.

Community members in their respective villages will nominate two caregivers. They will receive training on HIV/AIDS as well as home-based care. They will work with Christian Care's Community Mobilisers to distribute, on a monthly basis, all the perishable items in home-based care kits to affected households. Christian Care and health professionals from the Ministry of Health and Child

Welfare will monitor distribution and usage of the kits by affected households in order to maintain care levels and strengthen households' coping strategies. Regular visits will be made to individual households to monitor care levels and usage of materials and timely replenishing of the kits. Distribution records will be maintained by the Community Mobilisers and periodically monitored by core project staff comprising Project Assistants and Project Officers at District level. Volunteer caregiver's kit will comprise a notebook, pen, a dustcoat, sun cap, waterproof aprons, facemask, and kit bag/ satchel. The Volunteers will be given bicycles as a means of transportation to facilitate the monitoring of the program.

SUPPLEMENTARY FEEDING FOR HIV/AIDS PATIENTS

The aim of this component is to provide vitamin fortified and protein enriched corn soya blend porridge to 800 patients inclusive of the ones on home-based care. The porridge is easy to prepare as well as to digest. A monthly allocation of dry 10-kg of fortified porridge per patient will be provided to the patients in the 5 wards.

Community Mobilisers and secondary caregivers will be trained on how to store as well as prepare the porridge. The course content includes health, hygiene and the importance of a balanced diet. The training will ensure that the porridge will not be over or under cooked in order not to destroy the nutrients and at the same time making it tasty.

PSYCHO-SOCIAL SUPPORT & COUNSELLING

HIV and AIDS adds significant distress to the households and many lives in despair. This project aims to bring hope, encouragement, spiritual support and comfort to the infected as well as the affected families through psychosocial support and counselling activities. The programme is going to mobilise 100 church leaders and 150 local leaders to spearhead this component and train them in psychosocial support and counselling. The Pastors will visit individual households receiving assistance from Christian Care, to counsel the patients and the affected households in their homes. Patients will also receive psychosocial support services in the same way. Literature on psychosocial support will be sourced and distributed and in some cases it will be compiled, packaged, translated and distributed to the communities.

HIV/AIDS & GENDER MAINSTREAMING

HIV/AIDS is a cross cutting issue affecting all aspects of life and is more than just a developmental issue. The burden of caring for the sick and meeting their daily food requirements is culturally taken as a woman's role and an intervention, which reduces this burden, will be most welcome.

The HIV/AIDS pandemic cannot be ignored, as it has no boundaries. It is necessary to protect those who are not affected and render assistance to those already infected and / or affected so that they lead dignified and productive lives. The project will realise the role played by women in the mitigation and control of the spread of the disease. Training sessions will deliberately target women and at least 60% of workshop participants will consist of women. The majority of the volunteer care facilitators will be female.

HIV/AIDS TRAINING

Three workshops will be held to train all field-based staff on HIV/AIDS to ensure that all are aware of HIV/ AIDS transmission, prevention, awareness and home-based care. A total of 50 people will be trained. The duration of these workshops will range from two to three days. Professional NGOs and Ministry of Health and Child Welfare will be invited to design course contents and to facilitate the workshops. A training of trainers' workshop on psychosocial support and counselling will be held for both staff and clergymen at the regional level. Staff and pastors trained will be expected to train others

at both district and ward levels. The workshops will also include aspects of HIV/AIDS gender mainstreaming.

COMMUNITY TRAINING

The objective of community training workshops is to enable communities to fully appreciate the interconnectedness of programme components, increase awareness on HIV and AIDS and home-based care and to develop capacity to cope with problems associated with HIV/AIDS. Ward level workshops will be conducted to train about 80 community selected members per ward who should include youths, men and women, local leaders and clergyman in the five wards. A total of 400 will be trained.

SUPPLEMENTARY FEEDING FOR PREGNANT & LACTATING MOTHERS

A total of 800 pregnant and lactating mothers will receive a monthly ration of 10 kg per person of fortified and protein enriched corn soya blend. The objective of this component is to improve the nutritional status of vulnerable women during pregnancy and breast-feeding. Food will be distributed through health centres where mothers receive antenatal and postnatal services. Records of the mothers will be kept at the health centres and Christian Care staff will have access to these reports as per memorandum of agreement to be drawn between Ministry of Health and Child Welfare and Christian Care. The health centres will also be used as distribution points for the supplementary feeding of this category. MOHCW staff will monitor this component. The figures will be updated on a monthly basis.

NUTRITION & INCOME GENERATING

A total of four community-based nutrition gardens will be established in the selected wards. The objectives of the project are to build the capacity of the communities to produce vegetables and create a source of income as well as provide a source of nutrition to HIV/AIDS sufferers since vegetables are considered the best diet for PLWHA. Community members working in the gardens will be expected to produce enough vegetables for their household requirements as well as surplus that will generate income. The gardens will be a source of vegetables for other community members to buy, thereby contributing towards food security of the communities. Herbs will also be produced in the gardens for nutritional reasons and also for the benefit of the HIV and AIDS infected in the community.

Christian Care will provide fencing materials and initial seeds and pesticides to start off the project. Christian Care will work in close liaison with AREX to ensure that projects get maximum technical support. A selection of 200 households, mainly those affected by HIV and AIDS will be given 5 indigenous chickens or guinea fowls each for use as start-up capital for nutritional supplement and income generation. Staff at different levels will carry out monitoring of this component.

CAPACITY BUILDING / TRAINING

Two workshops will be held on garden management and eight workshops on nutrition education, food processing and preservation in Lupane district. The scope of garden management will include use of organic manure, pest and disease control, water conservation and other agronomic practices. Four food fairs and competitions will also be held to promote good food preparation, preservation, health and hygiene practices. These fairs include local cooking and / or food preservation competitions. Three model solar driers will be put in some of the gardens to preserve vegetables for use during lean times especially towards the beginning of the rainy season when vegetables will be in short supply and during which food reserves for most households will be depleted.

The project has been planned for a period of 6 months in which it would be possible to run the entire scheduled training workshops and monitor at least two cropping seasons. Most of the training will be community based after a training of trainers course and several workshops can take place concurrently

as long as there is enough personnel from CC to monitor the training as well as compile the course reports. Most of the workshops will be done at ward level in the target wards.

Planning assumptions, constraints and prioritisation

The successful implementation of this program hinges on the following factors as per logical framework.

- Meaningful and timely funding for a smooth implementation.
- The NGOs Bill that might decide the existence of the organisation as well as carry out activities without political interference will not be passed and legalised.
- That negative policies by the government in food, seed, and inputs procurement will not disturb the drought recovery programme.
- That all stakeholders will put their heads together to avert a massive humanitarian crisis.

If CCare does not receive the full funding requested, then the program will target the most critical vulnerable groups and the activities as well as streamline and prioritise the following activities in this order:

- Under fives supplementary feeding
- Supplementary Feeding for HIV and Aids infected and affected
- Supplementary Feeding for Pregnant and Lactating mothers
- HIV and Aids Home Based Care
- Vulnerable Groups Feeding
- HIV/Aids training
- Vegetable seed distribution
- Nutrition Garden Establishment

Supplementary feeding will be given top priority because children are the most vulnerable segment of population. This is because of the increased numbers of orphans due to HIV/Aids. The programme will assist elderly-headed households looking after these children. In the same way the HIV and Aids infected persons and the pregnant and lactating mothers will be given priority because their special food needs.

Implementation timetable

Activities	Inputs	Date
Awareness raising for district authorities and the local community leadership	Human resources Transport Equipment	November 2005
Mobilisation of community on registration and implementation	Transport Officers Community mobilisers	November 2005
Procurement of food relief items, seed etc	Personnel Transport primary Funds Warehouses primary	November 2005
Distribution of food aid and kits/monitoring	Transport	Starting December 2005 to June 2006
Workshops, capacity building	Funds Stationary	December 2005 to February 2006

	Transport Facilitators	
Produce interim report	Laptop Personnel Stationary	March 2006
Evaluation	Personnel Expatriate officer Transport Stationery	End June 2006
Report	Personnel Transport	July 2006

VI. ADMINISTRATION and FINANCE

Funding will be received from ACT CO or directly from donor partners to the National Office where it will be deposited into a FCA account. Regular transfers will then be made in local currency to the Bulawayo Regional Office implementing the programme. Transfers will be carried out following organisational procedures whereby regional offices submit monthly trial balances and request funds for the upcoming month.

Administration of hard currency (USD) and major procurements is handled by the Finance and Administration Department at the National Office whilst the regional offices are authorised to administer purchases up to 1,122 USD with the approval of the regional treasurer. Quarterly monitoring of finances is addressed by National Office and is based on the monthly trial balance reports from regional offices. The National Office feeds information back to regional offices once all costs have been captured at that level. A separate account for ACT project funds is not kept but accounts monitoring is separated by programme/project both at national and regional levels.

Christian Care has established purchasing procedures. At least three official quotes or tenders are collected which must be approved and signed by a procurement committee made up of senior staff established for that purpose. Following this, an order number is issued and only thereafter, can the purchase be transacted.

VII. MONITORING REPORTING and EVALUATIONS

Monitoring

Project Officers assigned to Lupane district will have the responsibility of regularly monitoring implementation on the ground in their respective districts. The Project Assistants will report to the Project Officers on the day-to-day implementation and monitoring of the project. Project Assistants in turn, will receive monitoring information from paid Community Mobilisers who will also have the responsibility in mobilising villages under their jurisdiction and working closely with the volunteer care facilitators under the HIV/AIDS home based care component.

The Project Officers will keep the Regional Manager updated on all progress and problems on the ground as well as submit monthly monitoring reports. The Nutritionist and Project Officers will regularly share information, thus allowing for the former to develop effective monitoring tools and training materials. The nutritionist will make fortnightly visits to the districts to oversee the monitoring process and submit monthly reports to the Regional Manager. The Regional Manager will share these reports and other information pertaining to implementation with the Relief Monitor. The Relief Monitor will use this information to build staff capacity for improved implementation, monitoring, reporting and

evaluation. The Regional Manager and Relief Monitor will make regular visits to Lupane. The Regional Manager will hold regular meetings with field staff so as to timely identify and address problems that arise during implementation.

Support in monitoring will be provided by the Deputy Director and the National Emergency Co-ordinator who will make random visits to the district to add value to the monitoring process.

Reporting

Interim narrative and financial reports, final narrative and financial reports and audited financial report at the end of the programme (funds permitting) or at the end of the financial year, will be produced. Audited reports will be the responsibility of the expatriate Relief Monitor, upon further report submissions from the district and input from the Directorate and Finance and Administration Manager at National Office and the Bulawayo Regional Manager.

Reporting Schedule:

- **Final narrative and financial reports due at ACT CO by 31 August 2006 - within two months of end of project.**
- **Audit report to be received by ACT CO no later than 30 September 2006 - within three months of end of project.**

Evaluation

The monitoring tools developed and used by field staff will be the key reference to evaluating the impact of the programme on the targeted beneficiaries. As well, evaluation will be against the proposed baseline survey for HIV/AIDS and other information gathered from the target communities. Value will be added to the monitoring and evaluation process through field visits and recommendations by staff at national office level.

VIII. CO-ORDINATION

The project demands collaboration and networking with government agencies as well as other NGOs to avoid duplication of efforts and ensure that all the resources are properly used. Co-ordination also ensures that the project takes advantage of structures already put in place by other agencies and previous projects. The Regional NGO forum and District Drought Relief Committee (DDRC) monthly meetings will enhance the much-needed networking and co-ordination. Christian Care is a member of the two DDRC's and attends monthly NGO forum meetings.

Christian Care will work with the Ministry of Health and Child Welfare, AREX and the National AIDS Council (NAC) to benefit from their professional expertise. The programme will benefit from the District AIDS Action Committees (DAAC), Ward AIDS Action Committees (WAAC) as well as Village AIDS Action Committees (VAAC) in the implementation of the HIV and AIDS component of the project.

Christian Care will co-ordinate with LDS especially in sourcing project materials and drawing lessons from their experiences since they are well advanced in implementing their appeal. In addition, CC will be represented in the ACT regional forum for Southern Africa scheduled later in the year, to share its lessons learned in the implementation of this appeal.

Christian Care is an implementing partner of WFP and is involved in distributing WFP food in districts of Manicaland and Mashonaland Central Provinces.

Exit Strategy

The inclusion of locally based stakeholders such as AREX, MOHCW, schools, churches and traditional leaders in the projects and training will allow for continuation of the work in each area. Distribution of information pamphlets will also enhance a smooth handover of duties to other stakeholders when CC leaves the district.

Visibility material

Christian Care plans to print T-shirts with a message on HIV and AIDS including logos of ACT and CC like the ones printed in the AFZW41 program for Lupane and Nkayi districts. These shirts can be used for two purposes - for identifying CC workers as well as communicating to people on HIV/AIDS. Messages will be printed in both English and the local language (Ndebele). In addition to T-shirts there will also be some hats and aprons for women involved in monitoring child growth.

Inputs required:

The following is a breakdown of human and material resources that the project will need for implementation.

Human Resource

Post	No. of People	Responsibilities
National Level Administration		
National Director	1	To ensure that project implementation fits into organisational policy framework and acts as a link between the organisation and its partner (ACT).
Deputy Director	1	Responsible for quality control and communication with funding partners.
National Emergency Co-ordinator	1	Gives technical support to Regional Office.
Finance & Admin. Staff		Gives financial support to the Regional Office.
Procurement Officer	1	Responsible for procurement of project materials.
Regional Level Field Operational staff		
Area Manager	1	Responsible for the general administration and monitoring of the project. Reports to Deputy Director.
Relief Officer	1	The expatriate Relief Officer will assist in strengthening the communication and information flow on the situation on the ground, including training and other support functions.
Project Officer	1	Responsible for project implementation and administration at district level, monthly, report writing, monitor, reports to REC and supervises Project Assistants.
Project Assistants	3	Responsible for project implementation at ward level, monitor project activities, community mobilisation and organisation, monthly report writing. Supervise Community Mobilisers.
Warehouse Supervisor	1	Responsible for warehouse operations i.e. receiving and dispatching project materials, maintaining stock

		records and supervises warehouse clerk and loaders. Reports to Area Manager.
Warehouse Clerks	1	Responsible for maintaining stack cards, supervises loaders, tallying of goods offloaded and loaded, accounts for receipts and dispatches, reports to Warehouse Supervisor.
Office Orderly/ Gardener	1	Maintains cleanliness and order in offices and surroundings at District offices. Works on minor clerical administration Reports to the Bookkeeper. Based at the District Office.
Community Mobilisers	5	Responsible for mobilising and organising communities, monitor daily activities of the project, assist care givers and distribution of HIV and AIDS materials. Disseminate information to communities and project beneficiaries. Reports to Project Assistant.
Administration Support Staff		
Bookkeeper	1	Responsible for maintaining books of accounts at Regional Office maintains asset registers, carries out monthly stock take at both primary and district warehouses. Reports to Area Manager
Accounts Clerk	1	Works hand in hand with the Bookkeeper to maintain books of accounts and processing of payments. Reports to the Bookkeeper
Receptionist	1	Responsible for maintaining registry for the office, keeping office diary, receive and dispatching mail. Reports to Area Manager
Typist	1	Responsible for typing all field copies of registers, typing distribution registers, typing reports and other project related correspondences.
Driver	1	Responsible for delivery of project materials to project area as well as driving project staff to project area. Reports to the Bookkeeper.

As the implementation period is only for 7 months, CC will purchase 4 motorcycles for the project assistants. One vehicle is available for the Project Officer and two motorcycles for Project Assistants. Two motorcycles will be purchased and five bicycles will be acquired for the Community Mobilisers.

Expatriate Relief Manager

The Relief Officer will assist in up-grading the capacity of CCare to plan, implement, monitor, report and evaluate the ACT Appeal AFZW-52. She will assist in addressing the hunger situation in Zimbabwe in accordance with the ACT guidelines. This will be achieved by supporting the undertaking of the following tasks with designated CCare staff:- Assist CCare to make qualitative and quantifiable comparisons against existing baseline information that is gender specific and similarly, to assist develop new assessments for use in upcoming ACT Appeals. - Pursue the development of monitoring tools and facilitate training on use of the same. - Assist CCare to establish a database system for the programme that will be used for monitoring and evaluation - Provide CCare staff with skills in data analysis

- Assist with procurements and logistics - Facilitate the establishment of levels of accountability and clear monitoring/reporting lines within Ccare - Assist CCare in developing monitoring and impact reporting skills - Monitor CCare's implementation, budget and finances of the Appeal in liaison with

management - Assist the organisation to mainstream gender and adopt SPHERE standards, ACT code of conduct on sexual exploitation and HIV and Aids in all its work and activities but especially in ACT Appeal AFZ-52 - Assist in enhancing ACT and CCare visibility at country and community levels.

Equipment Requirements

Equipment	Quantity	Use
Office Equipment		
Computers	1	Compiling registers and reports at district offices for the Lupane sub office.
Printers	2	For printing hard copies of registers and reports in regional and District offices.
Desks (For PO and PA)	2	For office furniture.
Office chairs	4	For use with desks and for visitors to District offices.
Filing Cabinets	1	For keeping files of information and correspondences.
Base Camp Equipment		
Residential Premises	1	Provision of accommodation to core project staff.
Beds	3	Additional beds for core staff.
Additional Mosquito Nets	4	The district is in malaria-infested region. Nets for use in protecting core staff from contracting malaria.
Utensils	Various	For use by core staff at the base camp for their meals.
Double Hot Plate Stoves	1	For preparing meals by core staff at base camp in Lupane.
Curtains		For rented accommodation.
Warehousing		
Primary warehouse (Bulawayo)	1	Primary warehouse to for all project materials before delivered to respective districts. Primary storage.
District warehouse	1	District Warehouse for project materials. This will act as a holding point for materials before distributions. Lupane base camp has capacity to hold a reasonable amount of project material.
Transportation of Project materials		
CSB		Hired trucks from private companies and CC.
Fencing Materials & HIV and AIDS kits		Hire Christian Care trucks.
Communication		
Mobile phones	1	For communication purposes by field staff (allowances only).
Email & Internet facility (access and use)	1	For communication for both field and Regional office.
Telephone & Fax Usage (access and use)	1	For communication purposes in cases where other means fail.

IX. BUDGET – Christian Care

Estimated Expenditure

<u>Description</u>	<u>Type of Unit</u>	<u>No of Units</u>	<u>Unit Cost US\$</u>	<u>Budget US\$</u>
Crisis Phase				
Food Relief Assistance				
General Food Distr. 14,300 vulnerable households				
Maizemeal/grain @ 10kg/person/month	MT	858	310	265,980
Beans @ 2kg/person/month	MT	172	740	126,984
Supplem. Feeding for 4005 Under Five Year Old Children				
CSB porridge - 100gr/day x 4005 children x 100 days	MT	40	530	21,227
Supplem. Food to 800 Pregnant and Lactating Women				
Fortified porridge meals (10kg x 800 x 6 mths)	MT	48	530	25,440
Supplementary Food to 850 HIV/AIDS Patients				
Fortified porridge (10kg x 800 x 6mths)	MT	51	530	27,030
Sub Total General Food Distr. 14,300 vulnerable households				466,661
Non Food Relief Assistance				
HIV/AIDS Home Based Care: 66 care givers & 150 home based care kits				
HIV/AIDS Home Based Care Kits	Units	150	40	6,000
Voluntary Care Facilitator Kit	Units	66	40	2,640
Agricultural Inputs (seeds) for 2 750 h/holds				
Veg.seed pks (pumpkin,w/melon,rape,choumolier,s/beans	Pack	2750	20	55,000
Chickens&guinea fowls-200H/Horphans&vulnerable grp	Units	1000	5	5,000
Community Nutrition Gardens - 4				
Fencing Material and enclosures	Units	4	6,000	24,000
Seeds: tomato, carrot, cabbage, onion, peas, sugarloaf, spinach, garli	Packs	200	20	4,000
Train.w/shops - food processing - 20px 10w/shopsx5day each	Persons	200	60	12,000
Train.w/shops - facilitators allow. 2 px 10 workshops x 5 days	Days	100	100	10,000
Prizes - food fairs	Units	4	100	400
Sub Total Agricultural Inputs (seeds) for 2, 750 h/holds				119,040
HIV/AIDS Mainstreaming - community training				
Comm. Training W/shops -80px 5wards x1d each - meals	Persons	400	15	6,000
Psycho social supp. w/shop 50 church leaders x4d (5w/shops)	Persons	50	100	5,000
Facilitation-church leaders psycho soc supp.-bus fares&stipend	Persons	50	300	15,000
Allowances- training facilitators (3 persons x 5w/shops x 4 d	Days	60	100	6,000
Baseline survey - consultant fees	Days	20	500	10,000
Staff Training and Capacity Building				
Workshop facility/premises 2 x 1 day + 2 x 2 days	Units	6	50	300
Accommodation - 50 persons x 3 nights	Units	150	120	18,000
Meals - 50 participants x 14 meals	Meals	700	20	14,000
Sub Total HIV/AIDS Mainstreaming - community training				74,300
Direct Programme Related Costs - salaries, staff, stationery, vehicles				
Area Manager @ 40%	Months	7	800	5,600
Project Officers x 1 @ 100%	Months	7	1,500	10,500
Project Assistants x3 @ 100%	Months	7	3,600	25,200
Community Mobilisers x 5 @ 100%	Months	7	1,500	10,500
Warehouse Supervisor x1 @ 100%	Months	7	1,500	10,500

<u>Description</u>	<u>Type of Unit</u>	<u>No of Units</u>	<u>Unit Cost US\$</u>	<u>Budget US\$</u>
Warehouse Clerk x1 @ 100%	Months	7	3,600	25,200
Gardener x1 @ 100%	Months	7	300	2,100
Driver (100%) x 1person	Months	7	1,000	7,000
Per Diems	Lump sum	7	1,000	7,000
Field Accommodation and utilities	Months	1	1,800	1,800
Direct stationery - registers and training material	Lump sum	1	3,000	3,000
Motor vehicle running costs - Project Officers x 1	Lump sum	1	12,000	12,000
Motor cycle running costs - Project Assistants x 3	Lump sum	1	9,000	9,000
Sub Total Direct Programme Related Costs - salaries, staff, stationery, vehicles				129,400
TOTAL DIRECT ASSISTANCE				<u>789,401</u>
TRANSPORT, WAREHOUSING & HANDLING				
Transport				
Secondary transport - Hire of Vehicles l - 1420MT	Km x tonne	170,400	0.38	64,752
Warehousing				
Rental of warehouse x 2	Month	6	500	3,000
Wages for Security/ Guards - 6 x 75%	Month	7	1,500	10,500
Handling				
Wages for labourers - MT x in/out x 2 or 4	MT	1,169	4	4,676
TOTAL TRANSPORT, WAREHOUSING & HANDLING				<u>82,928</u>
PERSONNEL, ADMIN, OPERATIONS & SUPPORT				
Salaries				
Director - 5%	Month	7	150	1,050
Deputy director - 10%	Month	7	250	1,750
Finance & admin staff - 15%	Month	7	345	2,415
Procurement Officer -10%	Month	7	150	1,050
Logistics Officer - 10%	Month	7	150	1,050
Planning and Research Officer - 5%	Month	7	75	525
Bookkeeper - 40%	Month	7	600	4,200
Accounts Clerk- 40%	Month	7	400	2,800
Support staff - 4 x regional office x 25%	Month	7	500	3,500
Support staff - 2 x national office x 10%	Month	7	200	1,400
Sub Total Salaries				19,740
Other - Expatriate Programme Monitor				
Field Monitoring costs (travel, accomodation & per diems)	Lump sum	1	5,134	5,134
International Travel - inclusive of ACT Regional Forum costs	Lump sum	1	4,969	4,969
Per Diems - regional and national offices monitoring support	Lump sum	1	4,631	4,631
Sub Total Other - Expatriate Programme Monitor				14,734
Office Operations				
Office Utilities - 1 x 40%	Month	7	250	1,750
Communications				
Telephone and fax - regional and national offices	Lump sum	1	1,615	1,615
Mobile Phone Allowances x1 (Project officers)	Month	6	20	120
Sub Total Office Operations				3,485
TOTAL PERSONNEL, ADMIN, OPERATIONS & SUPPORT				<u>37,959</u>

<u>Description</u>	<u>Type of Unit</u>	<u>No of Units</u>	<u>Unit Cost US\$</u>	<u>Budget US\$</u>
OTHER - CAPITAL PURCHASES				
Motorcycles with protective clothing x 4 (Project Assistant)	Unit	4	5,000	20,000
Bicycles x 5 (Community Mobilisers)	Unit	5	300	1,500
Computersx1 and Printer x 2 (Base Camps)	Unit	3	2,500	7,500
Base Camp Establishment x 2 - furnishing of field off/accom.	Lump sum	1	1,800	1,800
Visibility				
T- shirts	Unit	800	10	8,000
Sun hats	Unit	400	5	2,000
TOTAL OTHER - CAPITAL PURCHASES				<u>40,800</u>
AUDIT & MONITORING				
Audit of ACT Funds	Estimate	1	10,000	10,000
Monitoring & Evaluation - regional and national office support	Estimate	1	5,000	5,000
Regional Conference		1	3,000	3,000
TOTAL AUDIT & MONITORING				<u>18,000</u>
TOTAL EXPENDITURE				<u>969,088</u>

I. REQUESTING ACT MEMBER INFORMATION

- **Lutheran Development Service**

II. IMPLEMENTING ACT MEMBER AND PARTNER INFORMATION

The Lutheran Development Service (LDS) is local ecumenical and humanitarian organisation working in Zimbabwe's Southern districts as a development arm of the Evangelical Lutheran Church in Zimbabwe and an Associate Program of the Lutheran World Federation. The organisation's mission is "to be a catalyst for sustainable development and emergency aid in order to alleviate poverty and suffering among marginalised communities in Zimbabwe through a participatory approach in which people are challenged to take direct control of their livelihoods."

The experience of LDS spans 22 years in the field of development and emergency. The organisation has been involved in many emergency programmes over the past few years and because of its experience in development, has successfully linked emergency/relief with development. This is proving to be a major strength, as LDS, in conjunction with communities, is able to achieve significant success even in times of crisis. Over the years, the focus of the organisation has been developed to include:

- Improving general water supply and access to potable water and increasing the level of food security of rural communities;
 - Facilitating the reduction of HIV infections among communities and giving support to affected community members;
 - Supporting marginalised and needy communities, who are normally the poor and unemployed, with the construction and rehabilitation of identified infrastructure; and
 - Minimising the effects of disaster, loss of life and human suffering by providing in-kind support and capacity enhancement during and after crisis.
-
- The LDS has maintained partnership with ACT during all emergencies and is currently a registered ACT member and an active member of the Zimbabwe ACT Forum. LDS works closely with local church structures in emergency response and other implementing partners include local government structures such as the Rural District Councils and the offices of the District Administrators.

With the ongoing food crisis in Zimbabwe's Matabeleland South and parts of Midlands and Masvingo area, Lutheran Development Service proposes to continue its support to affected communities in these regions based on assessment that revealed the need to continue with some of the activities undertaken in AFZW41 in both Matabeleland South and Midlands's provinces.

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

LDS works with communities in six districts of Zimbabwe, namely, Zvishavane and Mberengwa in the Midlands province, Chivi and Mwenzezi in Masvingo province and Gwanda and Beitbridge in Matabeleland South. The six districts are all in the drier parts of the country, where agricultural productivity is poor.

The same areas suffered mid season drought and in some cases, water logging as a result of incessant rains that followed the dry spell. Consequently the harvest was generally poor. The situation was made worse by the fact that there was a shortage of seed, fuel, draught power and labour force. Fuel became

available, but the cost was prohibitive especially for the poor communities. As a result, ploughing could not be done. Draught power was not available, as many animals had either died or were in bad condition due to the previous drought. The workforce was reduced due to the fact that some able bodied young people went to neighbouring countries to work there, as economic refugees. Their remittances were however low and at times were not available to support the kin at home. Some of the young people came back home from other countries very sick and therefore could not contribute labour to their villages. All these factors contributed to the poor yields.

LDS works with communities in selected wards of each district, where the populations are vulnerable. Support is given for development projects under the Integrated Rural Development Programme (IRDP). In its emergency responses, LDS seeks to link relief and / or rehabilitation with development, disaster preparedness and prevention. Consequently, the tendency is to support households on a food for work basis. LDS also supports these households with seeds and heifers for recovery. In cases of extreme vulnerability resulting from poverty related diseases such as HIV and AIDS, which affects productivity, the organisation gives targeted feeding assistance under the food for work programme.

Total yields in Zimbabwe are of famine proportions. LDS made assessments in the six operational districts and established that there is a huge food deficit. Indications are that some households will need food aid as soon as possible to avoid a major human catastrophe as these households neither have yields nor money to purchase expensive scarce food commodities available on the market. The operational areas of LDS are as follows in terms of food security and population status.

MASVINGO PROVINCE

Chivi District

There are 212,000 people living in this district. LDS works with communities in wards 23, 24 and 25 of the district and supports 800 households (a total population of 4,000 people).

The households are actively engaged in environment conservation works and dam constructions. Consolidated gardens will be developed following the completion of dam constructions. Indicative figures are that the 3 wards received a below average harvest (about 150Kg of maize, 100kg of sorghum and/or millet). This is primarily because most of the households have been harvesting for the pot, as there were no food reserves from last season. The neighbouring wards also recorded low yields hence there is no possibility of food purchases except from the Grain Marketing Board whose reserves are also estimated to be way below the required levels. As the area still needs to recover in terms of agricultural productivity, a key input which will be needed are seeds - mainly sorghum and millet as they have better chances of growing well in these drier parts of the country compared with maize.

LDS has been supporting supplementary feeding of school children in 41 out of 89 primary schools in the district. Euronaid funded this programme from 2003 to 2004. A total of 22,877 pupils are currently enrolled in the 41 schools. These pupils have no support at all. Past experience showed that school enrolment dropped when there was food shortage. As well children's weight for height ratio was unfavourable and their performance at school deteriorated. Hence there will be need for supplementary school feeding.

In January 2005, BMZ supported Chivi District with food handouts of maize, beans and cooking oil under the food for work programme for a period of six months. The beneficiaries also received sorghum seeds. However due to the late arrival of seeds coupled with poor low rainfall, the beneficiaries could not yield the harvest. Some seeds were washed away and some were kept for planting in the coming season, the latter is very insignificant in terms of quantities as hunger overtook

recovery.

Mwenezi District

Mwenezi district has a population of 170,000. LDS operates in 3 wards in the district, supporting 768 households through the food for work programme for Integrated Rural Development Programme activities. The district benefited from BMZ Diakonie emergency aid by receiving food handouts, which included maize, beans and cooking oil.

MIDLANDS PROVINCE

Zvishavane District

Zvishavane District has a population of 127,000. LDS operates in 6 wards and supports 825 households on the food for work programme. The district also experienced drought, which destroyed the planted crop. The district will therefore need food aid for the duration of the appeal both for the food for work programme and schools supplementary. As is the case with the other districts, there will be need to support the communities with agricultural recovery inputs in the form of small grains.

Mberengwa District

A total of 234,577 people live in this district. LDS operates in nine wards with 1,068 households who are engaged in development projects under the Integrated Rural Development Programme. As is the case with other parts of the country, the district experienced drought, which wiped out all planted crops. Overall yields are very low with a random assessment indicating that households were getting as low as 1 to 2 buckets (20 – 40 and Kg) of maize. Households that had a yield in excess of 150kg of maize are few. The 1,068 households have been benefiting from the food for work programme, while 30 schools with an enrolment of 15,735 pupils have been benefiting through the schools supplementary feeding programme funded by Euronaid in 2004.

Under AFZW41, 1,068 households benefited from food handouts, which included maize, beans and cooking oil, under the food for work programme.

MATEBELELAND SOUTH

Gwanda district

There are 154,958 people living in the Gwanda district. LDS operates in 6 wards, which has a total population of 43,457. The organisation supports 1,180 households working on Integrated Rural Development Programme activities which were given food for work in the last ACT appeal.

A quick assessment on the food situation conducted in the operational wards revealed that the crops planted in November were destroyed by the drought experienced in January. By the time the rains came in February, most of the seeds had been used, therefore the second planting suffered from seed shortages much more than the first. Households that planted in February did harvest some maize averaging 150kg per household. Most households are harvesting for the pot because there are no reserves from the last season. Observations are that people are already purchasing food from the Grain Marketing Board, a sign that they have no reserves in their granaries. Consequently there will be need for food aid in the area.

The ecological conditions in Matebeleland South as a whole render the area good for livestock production. Unfortunately events in the country have resulted in the decimation of the livestock herd. The assurances from the last ACT appeal were not enough to cover the livestock recovery component. Presently, there seems to be enough grazing and surface water for cattle to survive. There is therefore a

need to build up a breeding stock through the provision of bulls and heifers. The last distribution of heifers was in 2004 to 1,180 households. LDS has been working with Christian Aid in the Child Supplementary Feeding Programme in 90 schools with an enrolment of 28,045 pupils. This programme has come to an end and these children remain with no supplementary feeding.

Under AFZW41, LDS supported 1,180 house-holds involved in food for work, which are involved in dam construction, gully reclamation and moulding of bricks for infrastructure such as classroom blocks and waiting mother's shelters.

Beitbridge District

Beitbridge district lies in the driest part of the country. A total of 101,298 people live in the district. LDS supports 2,888 households working on food for work activities in nine wards. The harvest situation in Beitbridge is worse than in Gwanda with only a few households harvesting enough food to last for two months. The situation was worsened by the fact that elephants destroyed some crops in some villages. The problems of elephants surfaced when South Africa removed a portion of its boundary fence with Zimbabwe to allow for free game movement following an agreement to establish a trans-frontier game reserve between the two countries. Villagers cannot claim compensation, as it has not been made clear who will compensate in circumstances such as these.

LDS fed 7,516 children in 15 schools through the Child Supplementary Feeding Programme with support from Euronaid. Under AFZW41, LDS distributed maize, beans and cooking oil to 2,888 households under the food for work program.

IV. TARGETED BENEFICIARIES

LDS target groups are communities involved in our Integrated rural development programme, which the organisation is implementing in the dry south and southeastern districts of the country. The various communities are involved in dam construction, conservation works, road repairs, and construction of classroom blocks, waiting mother's shelters and irrigation works. Groups have appointed committees, which assist with administration of projects. The committees organise the work with their respective members. LDS assists with inputs such as transport, cement and other building requisites. Although the groups are mixed, on average, women account for some 70% of the participants. The groups are of mixed ethnic, religious and political persuasions.

Targeted beneficiaries are indicated in the following tables. These indicate names of project sites where vulnerable households with no formal employment and insecure sources of income are engaged in development works as well as the numbers of beneficiaries per site in each district.

DISTRICT: ZVISHAVANE

Project name	No of Household
Mhungu dam	160
Chamhini/Masvisvi Gulley	100
Murisa dam construction	186
Gweshato dam and irrigation development	100
Chomunyaka irrigation	100
Mazvihwa hall construction	100
Chorumhasa dam construction and Irrigation	100
Mapedza conservation and dam rehabilitation	100
Mupape irrigation extension development	108
Jani conservation	160

Mhungu conservation	100
Murisa conservation	100
Total	1,414

DISTRICT: MBERENGWA EAST

Project name	No of Household
Mukwengwere conservation	112
Mukwengwere brick moulding	200
Makamba gulley conservation	200
Bananda dam	80
Bananda conservation	257
Chabwira conservation	150
Chabwira brick moulding	62
Ngungumbane Irrigation Development	152
Ngungumbane dam conservation	120
Dambashoko area conservation	100
Dambashoko dam conservation	100
Total	1,533

DISTRICT: MBERENGWA WEST

Project name	No of Household
Chomumbwanda dam construction	100
Chomumbwanda conservation	272
Zvmapere irrigation	100
Zvmapere conservation	100
Manziamhlope conservation	64
Manziamhlope brick moulding	200
Baradzanwa Waiting Mothers Shelter Construction	100
Baradzanwa brick moulding	200
Chamadzana conservation	200
Chamadzana dam	80
Chehondo conservation	100
Chehondo brick moulding	200
Total	1,716

MBERENGWA HIV/AIDS GROUP

Project name	No of household
Chamakudo Betseranai	151
Chomutausi Betseranai	207
Msume Betseranai	170
Total	528

CHIVI DISTRICT

Project name	No of Household
Madzivire	157
Mazvinika	150
Musiiwa	120

Siyawaraira	110
Zunga	100
Zifunzi	100
Orphans (Child headed households)	20
Total	757

DISTRICT: MWENEZI

Project Name	No of household
Cheshanga irrigation development	91
Malipati garden	30
Chinyanyaugwi irrigation development	60
Chamakaka	100
Dinhe	35
Mazetese	34
Mativone	40
Njenge	50
Menomaviri	70
Batanai	72
Chidhindi	60
Chamatongo	35
Rushangarumwe	30
Maruke	50
Total	757

DISTRICT: GWANDA

Project Name	No of household
Patana dam construction	94
Selonga 2 gully reclamation	70
Zwabagwamba gulley reclamation	65
Selnga 1 gulley reclamation	114
Pelele dam	82
Ntwangu 1 Dead Level contours	66
Ntwangu 2 conservation	55
Mawaza (Senzelakusasa)	158
Donkey weir dam	119
Rendu soil conservation	105
Tshanyaugwe conservation	49
Mabizi dam	95
Chombuyana dam	108
Total	1,180

DISTRICT: BEITBRIDGE EAST

Project name	No of household
Matulungundu dam project	214
Chagudo dam	170
Chasvingo brick moulding	101
Chituripasi conservation	119

Fula 27 Road repairs	130
Total	734

DISTRICT: BEITBRIDGE WEST

Project name	No of household
Shongwane conservation	100
Mtangamtshena conservation	54
Msane conservation	60
Mavhiza dam	161
Mpande conservation	28
Lilombe conservation	160
Zezani 2 conservation	93
Malibeng conservation	30
Majini/Mapili brick moulding and school building	153
Masera road construction and gulley reclamation	151
Total	990

DISTRICT: BEITBRIDGE CENTRAL

Project name	No of household
Tshinwavhavimi dam and garden	150
Penemene conservation	66
Malala brick moulding	50
Makavhane garden and conservation	100
RovhonaRaita conservation	91
Dumba/Tongwane dam and conservation	189
Langeni new school construction	108
Lupanini conservation	126
Makabule garden and conservation	100
Mzingwane conservation	91
Shabwe conservation	93
Total	1,164

V. PROPOSED EMERGENCY ASSISTANCE AND IMPLEMENTATION**Goal**

The goal of this project is to alleviate starvation of vulnerable households through provision of support for the food for work programme, in six districts namely Zvishavane, Mberengwa, Gwanda, Beitbridge, Mwenezi and Chivi.

Specific Objectives

- To provide a monthly ration of 50kg of maize, 10kg beans to 10,947 vulnerable households involved in self help projects such as dam construction, dam rehabilitation, environmental rehabilitation, brick moulding and irrigation works for a period of 5 months in all six districts.
- To offer psychosocial support and training to 878 HIV/AIDS affected households.

PROPOSED ACTIVITIES

Food for vulnerable groups at project sites

In order to support IRDP, vulnerable households working on projects will benefit by receiving food items. Projects participants will each receive 50kg maize, 10kg beans, for five months. These projects also include inactive members - the elderly, orphans, terminally ill and handicapped members of the community. The total inactive group is less than 10% of the total beneficiaries for each project. Communities tend to care for their weakest members in society and these receive free food handouts.

HIV/AIDS support

LDS will host workshops in each of the six districts on HIV and AIDS issues. Field staff as well as communities involved in the self help projects will be targeted. LDS intends to support work that is already being done by Ministry of Health and Child Welfare in the districts.

Psychosocial support

This will involve spiritual and mental support to infected members in the community as well as psychosocial support for families. LDS will work with the HIV and AIDS testing centres in order to reach the target group.

TABLE 2 Summary of target group

District	Num. of Projects	Food at worksites	HIV and Psychosocial
Gwanda (6)	16	1,180	59
Beitbridge (9)	27	2,888	144
Zvishavane (6)	17	1,414	71
Mwenezi (3)	10	731	37
Mberengwa (9)	39	3,977	528
Chivi (3)	5	757	39
Total	114	10,947	878

TABLE 3 : Summary of quantities of commodities required for the programme

Commodity	Quantities	Total number of beneficiaries	Total households	Total/month (MT)	Total for 9 months (MT)
Maize	50kg/month	54,735	10,947	547,350	4,926,150
Beans	10kg/month	54,735	10,947	109,470	985,230

Note that seeds will only be distributed once

Implementation Methodology

As an Associate Program of the LWF/DWS, the LDS does use the rights based approach in its activities as far, as is practical in the obtaining operational environment.

Planning assumptions, constraints and prioritisation

The successful implementation of this project is conditional upon the following assumptions:

- That the appeal will receive sufficient funding to see it through implementation.
- That the political situation does not deteriorate to an extent where the Government or local authorities will not permit Lutheran Development Service to effect its operations.
- That the Government continues to permit the Lutheran Development Service to import food and seeds.
- That there will be co-operation from other stakeholders - donors, implementing partners, Government departments, Rural District Councils and target communities.
- That there will be sufficient fuel within the country to enable ferrying of commodities.

Assistance to vulnerable groups will be carried out in LDS's operational areas. In the event that funding is limited, LDS will be forced to cut down on the planned implementation period for the whole programme in order to reach as many beneficiaries as possible.

Implementation timetable

Activities	Inputs
1. Liase with local authorities and leadership	Transport Stationery Personnel
2. Mobilise communities	Transport Personnel
3. Procurement of food items	Funds Personnel Transport
4. Distribution of food aid	Personnel Transport Funds
5. Produce interim report	Personnel Transport
6. Final Report	Personnel Transport

Exit strategy

LDS takes cognisance of the fact that the problems currently in the targeted areas may continue even after March 2006. In the event that this happens, the Lutheran Development Service's Integrated Rural Development Programme will be extended to these beneficiaries. The Integrated Rural Development Programme is currently operating in the same areas but will be reviewed in December.

VI. ADMINISTRATION & FINANCE

The regional manager, periodically, informs programme staff at district and regional levels of the state of programme finances. Project officers are expected to continuously study the budgets during the course of implementation. The Bookkeeper gives periodic warnings on expenditure (especially over expenditure) to programme staff, management and administration at LDS.

The Director is in charge of the overall implementation and monitoring of the programme. The Programme Manager will be responsible for the implementation and field activities in liaison with Area co-ordinators, Emergency Officer, Field Officers and Community Organisers.

Finance

In conjunction with the Directorate, the Finance Department at the head office will be responsible for all finance pertaining to this programme. An external auditing firm will be engaged to audit all accounts. Internal audits will be done twice within the course of the programme.

Procurement

Invitation of tenders nationally and regionally will be floated and transparent tender procedures will be followed. LDS hopes to secure most food items from outside the country and preferably within the region. The Finance Manager together with the Emergency Officer will be responsible for securing supplies, import permits and co-ordination transportation to warehouses, in conjunction with Area Co-ordinators.

Staff

The LDS will use its core team of staff for the implementation of the appeal, except for the direct program functions not resourced with full time personnel such as the Field Monitors, Data Capture Clerks, Warehouse Security Guards and Drivers, hence the part coverage of most staff costs. The balance is financed through the SoN projects, primarily to foster the link between relief and development.

VII. MONITORING, REPORTING and EVALUATION**Monitoring**

Monitoring to ensure that implementation of the project is as per plan will be the responsibility of the Programme Manager, Area co-ordinators and Emergency Officer. Inevitably the programme will call for close monitoring in order for it to be a success. LDS intends to recruit more personnel in order to effectively monitor the programme.

Reporting

The following reports will be provided- interim reports, final reports and an audit report.

Reporting Schedule:**Reporting Schedule:**

- **Final narrative and financial reports due at ACT CO by 30 June 2006 - within two months of end of project.**
- **Audit report to be received by ACT CO no later than 31 July 2006 - within three months of end of project.**

Evaluation

Internal evaluations will be done regularly by the Programme Manager: However, external evaluations will be done by ACT co-ordinating office.

VIII. CO-ORDINATION

Co-ordination will be done at all levels from grassroots to the top. At the local level LDS will facilitate co-ordination through the community organisers and area officers, who work closely with the local government structures, the churches and other NGOs. The Emergency Officer will co-ordinate with all stakeholders at district level, while the Director will co-ordinate with senior government officials and funding partners.

LDS is already working with a legion of stakeholders in the districts. These include the District Administrator's office, Ministry of Health and Child Welfare, Ministry of Agriculture, The National Aids Council and various other committees such as the Drought Relief, District Aids Action and the Rural District Development Committee. This relationship and the co-ordination will eschew work duplication and will enable actors to tap one another's expertise. The Agriculture Research and Extension Department will assist on seed selection and cropping.

Co-ordination with other ACT Members

Monthly co-ordination meetings are held at head office together with Christian Aid, Christian Care and LDS. Directors and emergency personnel normally attend these meetings. These meetings are all minuted.

Co-ordination with other organisations in the area of intervention

Following the visit of U.N special Envoy James Morris, WFP was granted permission to support targeted vulnerable groups in Zimbabwe. This assistance includes maize, pulses and vegetable oil. Support is extended to school children (supplementary feeding) home based care, orphan and vulnerable children. WFP also undertook targeted food distribution to select vulnerable groups during the peaks of the lean season. WFP would prioritise assistance to the most food insecure districts as identified by the Zimbabwe Vulnerability Assessment Committee (Zim VAC). LDS has in the past partnered with WFP in 2002 to 2004 in a general food distribution programme, in Shurugwi, and Shurugwi which is not in of our operational areas. LDS's operational areas have also been listed for vulnerable group feeding. To avoid double distributions, implementing agencies share beneficiary lists. No plans are currently in place to do any work with WFP, however LDS has participated in a number of meetings with WFP and is well aware of where and when the WFP interventions will be implemented.

The Emergency Officer attends monthly meetings with other NGOs working in Matabeleland. Drought relief meetings held at the District Administrator's offices are also attended by LDS staff based in the operational areas.

IX. BUDGET

Estimated Expenditure

<u>Description</u>	<u>Type of Unit</u>	<u>No of Units</u>	<u>Unit Cost US\$</u>	<u>Budget US\$</u>
DIRECT ASSISTANCE				
Food Relief Assistance				
Maize (10 947 x 50kg)	MT	2,737	310	848,393
Beans (10 947 x 10kg)	MT	547	740	405,039
Sub-Total Food Items				1,253,432

<u>Description</u>	<u>Type of Unit</u>	<u>No of Units</u>	<u>Unit Cost US\$</u>	<u>Budget US\$</u>
Direct Programme Related Costs				
Salaries & benefits for staff (e.g nutritionist, engineers, logistician)				
1 Emergencies Coordinator (50%)	Months	5	250	1,250
7 Relief Field Monitors (100%)	Months	5	214	7,490
4 Data Capture clerk(100%)	Months	5	179	3,580
9 Warehouse Security Guards(100%)	Months	5	107	4,815
3 Drivers (100%)	Months	5	200	3,000
Sub Total Direct Programme Related costs				20,135
HIV/AIDS/Psychosocial support				
Psychosocial support (Facilitator)	Months	5	286	1,430
Psychosocial support	Training	5	714	3,570
HIV/AIDS Workshops	Training	5	286	1,430
Sub Total HIV/AIDS/Psychosocial support				6,430
TOTAL DIRECT ASSISTANCE				<u>1,279,997</u>
TRANSPORT, WAREHOUSING & HANDLING				
Transport				
Hire/ Rental of Heavy Vehicles	tonne/km	30,000	1	30,000
Hire/Rental of Light Motor Vehicles	Litres	15,000	1	15,000
Handling - Loading and Offloading	MT	6,400	2	12,800
TOTAL TRANSPORT, WAREHOUSE & HANDLING				<u>57,800</u>
INDIRECT DIRECT PROGRAMME RELATED COSTS PERSONNEL, ADMIN & SUPPORT				
Salaries & benefits for staff (e.g Director, Programming, finance)				
1 Director (10%)	Months	5	143	715
1 Programme Manager (20%)	Months	5	214	1,070
1 Finance Manager (10%)	Months	5	107	112
2 Area Manager (20%)	Months	5	143	1,430
8 Area Officer (20%)	Months	5	107	4,280
2 Community Organisers (25%)	Months	5	89	890
4 Finance Officers (15%)	Months	5	107	2,140
Office Operations				
Office Utilities	Months	5	318	1,590
Office stationery	Months	5	357	1,785
Communications				
Telephone and fax	Phones	5	143	715
Laptops x 2	Laptop	2	1,429	2,858
TOTAL PERSONNEL, ADMIN & SUPPORT				<u>17,585</u>
AUDIT & MONITORING				
Monitoring & Evaluation	Lumpsum	1	10,714	10,714
Audit of ACT Funds	Lumpsum	1	3,571	3,571
TOTAL AUDIT				<u>14,285</u>
TOTAL EXPENDITURE				<u>1,369,667</u>