

## FUNDING REQUEST TO PROSPECTIVE DONORS

Project Name/Title : **JOMBO EVACUATION CENTRE  
CONSTRUCTION PROJECT**

Project Location : **MALAWI, T/A NGABU/GVH  
JOMBO**

Applicant's Postal and Physical Address : **Tikumbukireni CBO,  
P.O. Box 106, Nchalo, Chikwawa,  
MALAWI, CENTRAL AFRICA.**

Contact Person : **Lickson Mchepa  
(Secretary)**

Contact number : **0995 770 103**

Email : **mchepa7@gmail.com**

Project Duration : **12 months**

Total Project Budget : **MK25,795,090.00(\$37,785.26)**

Amount Requested : **MK20,284,990.00 (\$29,713.93)**

Community Contribution : **5,510,000.00 (8071.18)**

## 1. PROJECT SUMMARY

The project site is approximately 7 km south of Nchalo trading centre and 1 km from the house of the group village headman Jombo. The project was identified to be the priority for infrastructure support to socio-economic development. One of the top most problems affecting Jombo community especially during the occurrence of floods in the Lower Shire is inadequacy of evacuation shelters. The existing facilities like tents cannot accommodate the number of families or victims within the targeted area. The other obvious challenge about living in tents when displaced is that there is limited security.

The main objective of the project in the long term is to address the impacts of flooding through the construction of community based evacuation centre. The evacuation centre will have one evacuation shelter, 1 kitchen, four pit latrines, four bathrooms and one open ground area. The project will promote education standards, ensure sanitation and protection issues are encouraged, and promote youth development through sports. The project will target 8, 367 people. The total budget of the project is \$37, 785.26 and 20% of the budget will be contributed by the community. Tikumbukireni therefore requests a grant of \$29,713.93 from the people and organizations of good will.

With the project, the displaced flood victims as well as the entire community will definitely be transformed directly and indirectly considering the benefits that it would create such as improvement on accessibility on basic services (temporary shelter, health, nutrition, food, clothing, domestic items); and an area or venue for different for programs and activities from the different government agencies and non-government organizations.

## 2. ORGANIZATIONAL PROFILE

Tikumbukireni CBO was first registered on 16<sup>th</sup> September, 2006. It operates in the area of group village headman Jombo, traditional authority Ngabu in Chikwawa. The main aim of its establishment is to give power to people to decide and participate in development activities in our area, and be able to support the vulnerable members of the society. The major activities of the organization are to support the elderly, the HIV/AIDS affected and the disabled; manage the environment by planting the trees and sensitizing the communities about disaster risk reduction. The organization through its members works hand in hand with the district council in implementing disaster initiatives in our area.

The project will be implemented by the management team of the Tikumbukireni CBO. The secretary will be the overall coordinator of the project (**Lickson Mchepa**). The secretary holds Masters in Development Studies from Chancellor College and Bachelor of Environmental Sciences from Mzuzu University and has worked with World Vision as a Project Manager before. So he is the right person for the position. He will be assisted by the chairperson (**Hassan Window**). The chairperson will be the supervisor for all the construction works. The treasurer (**Yurita Harry**) will be responsible for issuing of approved cheques for payments.

The procurement process will be done through bids and an Internal Procurement Committee (IPC) in accordance with standard procurement procedures and regulations. Our policy in procurement preaches about zero corruption. The vice secretary (**Matias Bande**) of the CBO will be the Chairperson of the IPC.

## 3. PROJECT DESCRIPTION

### a. Problem Statement

The area under Senior Group Village Headman Jombo is affected by floods each and every year. The frequency of floods has been increasing over the years, resulting in loss of life, damage to property and destruction of the environment. Malawi Post Disaster Needs Assessment Report 2015 indicates that the January 2015 rainfall was the highest on record for Malawi and constitutes a 1 in 500 year event. The displaced people disrupted the school sessions since the class rooms were temporarily being used as the evacuation home. For over fifteen years, Jombo primary school has been used as an evacuation point and Jombo villages still host the people

that were displaced in January 2015 in temporary shelters. This contributed to some sanitation issues on the school premises and remains a challenge in the temporary shelters at the camp site. Lack of proper toilets at the camp offers privacy and security concerns to women and girls. From these events, the Village Development committee (VDC) and the Community Based Organisation through participatory vulnerability assessment, identified the need to have a permanent structure that can house the displaced people during disasters, and offer privacy and security to women and girls.

## **b. Rationale**

The project is very important as it will build capacity of local people to prepare, mitigate and recover from floods. It helps in taking action to build safety and resilience, and reduce future hazard impacts. The project will ensure that there is continuous flow of school activities at Jombo primary school as no class room will be used as an evacuation shelter. The project will further improve issues of sanitation among the displaced as toilets will be part of the project. With the implementation of the project, government and the donor community will serve the money for other equally important development issues as the the shelter will offer permanent home for the displaced people unlike tents which needs to be donated every year since wear out easily. The Malawian constitution sets minimum standards for shelter and protection during emergencies. The construction of this shelter will strategically be in line with the set minimum standards. The Sendai DRR Framework explicitly identifies disaster structures through land and housing policies, as key tools for "reducing underlying community vulnerability".

Tikumbukireni CBO is a best suited organisation to implement this project since the function falls under it as they have in the past worked closely with the district council in some disaster projects in the area and it is still working with the district council and other NGOs in flood camp.

## **c. Project Goal and Objectives**

The main goal of the project is to improve the preparedness of people to respond to floods through evacuation measures in Group Village Headman Jombo in order to reduce the flooding disaster losses.

The specific objectives of the project include:

1. To construct the evacuation structures.
2. To come up with evacuation measures suited to Jombo community.
3. To promote hygiene and sanitation.
4. To create the playground for the kids to easily monitor their movements.

## **d. Project outcomes/Results**

- The primary outcome is that the communities will have a safe place for evacuation which will help to save lives and properties.
- The construction of the pit latrines and bathrooms will promote sanitation issues which will reduce waterborne diseases.
- The constructed kitchen will facilitate the proper food preparation especially during rainy days.
- The evacuation block will also be used for other programs and activities i.e. relief distributions, antenatal and postnatal activities [village clinics].
- The victims and the community will have ground which will be used for sporting activities and vehicle parking for disaster official and goods vehicles.
- The communities will discuss and come up with measures of avoiding flood losses and the measures will be stamped at strategic places in the villages.
- The project success will be measured with the following indicators: number of constructed shelters, pit latrines, bathrooms, open grounds and evacuation plans developed.

## **e. Project outputs**

- 8, 367 community members sensitized,
- A copy of evacuation plan produced.

- 1 evacuation block constructed
- 4 pit latrines constructed
- 4 bathrooms constructed
- 1 Ground for open activities cleared.
- 1 kitchen constructed

**f. Project activities**

The project activities shall include the sensitization meetings of ADCs and VDCs, which will see 8, 367 community members, 10 CBO, 10 ADC and 10 VDC members sensitized. Then Identification of a contractor through bidding and endorsement by IPC, procurement of construction materials and construction of evacuation centre which comprises of 1 evacuation shelter, 4 pit latrines, 4 bathrooms, and 1 kitchen constructed and 1 activity ground created.

*See annex 1.0 for the work plan.*

**g. Target Beneficiaries**

- The project will be implemented in the area of Traditional Authority Ngabu, Group Village Headman Jombo in Chikwawa district.
- The direct beneficiaries are displaced flood victims. It is expected that 8, 367 people are going to directly benefit comprising of 3,912 males and 4, 455 females.
- The indirect beneficiaries are people within jumbo villages with a combined population of 4200 individuals and 51% of which is made of females.

**h. Project Budget** *(see annex 2.0)*

**i. Risk and Assumptions**

- The project will be a failure if the communities will not fulfil their contribution in form of bricks, sand, land and water. However, the chiefs, Village Area Committees and Village Development Committees have already started mobilizing communities to contribute the resources.
- We assume that the communities know their problem and that development comes from within the community. This will contribute to the success of the project.

**j. Project Sustainability**

The project will be managed by Tikumbukireni Community Based Organization with support from Chikwawa District Council. To ensure sustainability of the project, beneficially communities will make a contribution of sand, bricks and provision of water for the construction of the evacuation shelter, pit latrines and bathrooms. The building will also be used to generate income for the CBO through room hiring and renting when it is not occupied by the flood victims. It can be used as a storage facility for some NGOs' items, wedding functions, for under five clinic and public health issues, village meetings and many more. Some of these activities will bring revenue to the community for maintenances.

**k. Consideration of Crosscutting Issues**

- This project will assist in youth development through provision of the ground space. This will help in preventing the youth from bad behavior so that they avoid contracting HIV virus and other infectious diseases.
- All the structures under this project will be disability friendly so that the right to access is granted to every member of the community.

**l. Monitoring and Evaluation**

The project will be monitored monthly by Chikwawa District Council and quarterly by Department of Disaster Management Affairs (DoDMA). Implementation will be done by Tikumbukireni CBO. The CBO will monitor every activity of project throughout the project life. It is anticipated that the community will be able to maintain the shelter beyond the end of the project.

At the end of the project the CBO will welcome the evaluation and auditing of the project and its accounts by the DoDMA.

ANNEX 1.0

ANNEX1.0 OPERATIONAL BUDGET (FIND ATTACHED BOQ)

WORK PLAN FOR THE CREATION OF EVACUATION CENTRE									
EXPECTED OUTPUTS	PLANNED ACTIVITIES	TIMEFRAME				RESPONSIBLE PARTY	PLANNED BUDGET		
		Q1	Q2	Q3	Q4		Source of funds	budget description	amount
Output 1.1									
11768 community members and 35 ADC and VDC members sensitized	1.1.1 ADC sensitisation meetings	X				TIKUMBUKIRENI CBO	-	hall hiring	20000
			drinks	8,750					
			snacks	8,750					
			transport refunds	70,000					
			fuel	22020					
	1.1.2 Community and VDC sensitisation meeting	X				TIKUMBUKIRENI CBO, VCPC	-	hall hiring	20000
			drinks	17,500					
			snacks	17,500					
transport refunds			1400,000						
							fuel	22,020	
<b>Sub total</b>								<b>346,540</b>	
Output 2.1									
1 evacuation shelter constructed	2.1.1. Identification of a contractor (sourcing of quartations and screening them for endorsement by IPC)	X				CBO (IPC)	-	Transports	25,000
			Meals	37000					
	2.1.2. procurement of construction materials	X				CBO (IPC)	-	Various materials (ref BOQ)	9,361,700
			transport for the materials	650,000					
2.1.3 construction of evacuation shelter	X	X	X		CBO	-	fee for the contractor	2,600,000	
<b>Sub total</b>								<b>12,673,700</b>	
<b>Output 2.2</b>	<b>2.2.1 Identification of the contractor</b>	<b>X</b>				<b>CBO</b>	<b>-</b>	<b>Fee for the contractor</b>	<b>160,000</b>
4 toilets constructed	2.2.2 Procurement of construction materials	X				CBO (IPC)	-	Transport (from 2.1.2)	25,000
			Meals (2.1.1)	37,000					
	2.2.3 Construction of toilets			X		CBO (IPC)	-	Various materials (ref. BOQ)	873,800
								Transport (from 2.1.3)	70,000
<b>Sub total</b>								<b>1,033,800</b>	
<b>Output 2.3</b>	<b>2.3.1 Identification of the contractor</b>		<b>X</b>			<b>CBO</b>	<b>-</b>	<b>Fee for the contractor</b>	<b>100,000</b>
4 bathrooms constructed	2.3.2 Procurement of construction materials			X		CBO (IPC)	-	Transport (from Admin costs)	25,000
								Meals (from admin costs)	37,000
								2.3.3 Construction of bathrooms	

								BOQ)	
								Transport (from Admin costs)	
<b>Sub total</b>									<b>599,000</b>
<b>Output 3.1</b>	<b>3.1.1 Creation of playing/parking ground</b>				X	TIKUMBUKIRENI CBO	Community	Fee for the workers	<b>80,000</b>
<b>Output 4.1</b>	<b>4.1.1 Identification of a contractor (sourcing of quotations and screening them for endorsement by IPC)</b>				X	TIKUMBUKIRENI CBO (IPC)	-	Transport (from Admin cost)	<b>25,000</b>
								Meals (from Admin costs)	<b>37,000</b>
<b>1 kitchen constructed</b>	<b>4.1.2 Procurement of construction materials</b>				X	TIKUMBUKIRENI CBO (IPC)	-	Various materials (ref. BOQ)	<b>1,415,650</b>
	<b>4.1.3 Construction of the kitchen</b>				X	TIKUMBUKIRENI CBO	-	Fees for contractor	<b>850,000</b>
								Transport for materials	<b>290,000</b>
<b>Subtotal</b>									<b>2,555,650</b>
	<b>Working tools</b>					TIKUMBUKIRENI CBO	-	Wheelbarrows	172,000
								Hoes	16,200
								Picks	84,000
								Brush set	5,000
								shovels	36,000
								Water drums	81,000
								Panga knives	5,000
									<b>399,200</b>
	<b>Administration</b>	X	X	X	X	TIKUMBUKIRENI CBO	-	Printing and photocopying	87,500
								Fuel	621,000
								Transports	300,000
								Allowances	375,000
								Bank charges	93,600
								Photocopy	75,000
								Airtime	120,000
								Printing	200,000
								Refreshments	125,000
								Hall hiring	80,000
								Maintenance (service)	600,000
<b>Sub total</b>									<b>2,677,100</b>
<b>GRAND TOTAL</b>									<b>20,284,990</b>

## Project Budget

BUDGET LINE	DESCRIPTION				Total (US\$)	Total (MK)
	Item Description	Unit	Unit Cost (MK)	Quantity		
<b>WORKING TOOLS</b>	Wheelbarrows	number	43,000	4	251.95	172,000
	Hoes	number	2,700	6	23.73	16,200
	Picks	number	21,000	4	123.05	84,000
	Brush set	Number	5,000	1	7.32	5,000
	shovels	Number	9,000	4	52.73	36,000
	Water drums	Number	27,000	3	118.65	81,000
	Panga knives	Number	2,500	2	7.32	5,000
<b>Sub total</b>					<b>584.76</b>	<b>399,200</b>
<b>ADC SENSITISATION MEETING</b>	Hall Hiring	number	20,000	1	29.296	20000
	Drinks	number	250	35	12.82	8,750
	Snacks	number	250	35	12.82	8,750
	Transport Refunds	Number	2,000	35	102.54	70,000
	Fuel	litre	734	30	32.26	22020
<b>Sub total</b>					<b>189.723</b>	<b>129,520</b>
<b>COMMUNITY AND VDC SENSITISATION MEETING</b>	Hall Hiring	Number	20,000	1	29.296	20000
	Drinks	Number	250	70	25.63	17,500
	Snacks	number	250	70	25.63	17,500
	Transport Refunds	number	2000	70	205.08	140,000
	Fuel	litres	734	30	32.26	22,020
<b>Subtotal</b>					<b>317.896</b>	<b>217,020</b>
<b>EVACUATION SHELTER CONSTRUCTION</b>	Quarry stones	Tones	4,900	20	143.55	98,000
	River sand	Tones	4,500	40	263.67	180,000
	Cement	50 kg bag	7,300	420	4,491.15	3,066,000
	Window panes	Number	320	90	42.19	28,800
	Brick force wire	Rolls	2,300	50	168.45	115,000
	Bricks	number	15	75,000	1647.93	1,125,000
	Chrondon	litres	7,500	4	43.94	30,000
	Iron sheet (20 feet) – 28g	number	13,500	84	1661.11	1,134,000
	Ridge iron	Number	2,200	22	70.897	48,400
	Window frames	Number	21,500	10	314.94	215,000
	Door frame	Number	23,500	3	103.27	70,500
	Rim lock	Number	7,500	1	10.99	7,500
	Harspass	Number	1,800	4	10.55	7,200
	Lock	Number	4,400	4	25.78	17,600
	Ant repellent	5L	12,500	10	183.10	125,000
Galvanized wire	kg	1,700	40	99.61	68,000	

	Roofing nails	kg	1,700	20	49.80	34,000
	Wire nails (6")	kg	1,700	10	24.90	17,000
	Wire nails (5")	kg	1,700	20	49.80	34,000
	Wire nails (4")	kg	1,700	10	24.90	17,000
	Wire nails (3")	kg	1,700	5	12.45	8,500
	Brick sira	litres	22,500		32.96	22,500
	Finas	10 litre tin	20,500	1	30.03	20,500
	Timber (Fisherboard)	Number	7,000	13	133.299	91,000
	Timber (6 x 2)	Number	5,500	40	322.26	220,000
	Timber (4 x 2)	number	4,500	15	98.88	67,500
	Timber (3 x 2)	number	4,000	40	234.37	160,000
	Transport for bricks	Trip	250,000	1	366.21	250,000
	Transport for cement	trip	50,000	4	292.96	200,000
	Transport timber and iron sheets	trip	50,000	1	292.96	200,000
	Doors	number	35,000	3	153.81	105,000
	Construction Contractor	number	2,600,000	1	3808.54	2,600,000
	Port for window panes	kg	410	120	72.07	49,200
	Varnish	5L	19,400	1	28.42	19,400
	One coat lime wash	50kg	11,350	11	182.88	124,850
	Two coats PVA interior paint	5L	9,900	10	145.02	99,000
	One coat full gross	5L	13,200	6	116.01	79,200
	Two coats bituminous on external structure wall	5L	49150	3	215.99	147,450
	12mm rod reinforcement	each	8,000	50	585.93	400,000
	6 mm rod reinforcement	each	7,300	45	480.46	328,000
	Rubber stopper	each	4,100	6	36.03	24,600
	Hinges of 6 inches	box	14,500	12	254.88	174,000
	Wood screws	box	2,000	1	2.93	2,000
	125 Microns(500 gauge polythene damp proof membrane)	Rolls	30,500	6	268.06	183,000
	Ring burglar's bar (Y 12)	Number	3,500	60	307.61	210,000
	Firewood for burning bricks	tones	90,000	5	659.17	450,000
	<b>Sub total</b>				<b>18,564.736</b>	<b>12,673,700</b>
<b>KITCHEN CONSTRUCTION</b>	Iron sheet	Number	6,750	30	296.63	202,500
	Cement	50 kg bags	7,300	70	748.52	511,000
	Roofing nails	kg	1,700	9	22.41	15,300
	Roofing wires	kg	1,700	12	29.88	20,400
	6" Nails	kg	1,700	6	14.94	10,200
	5" Nails	kg	1,700	10	24.90	17,000
	3" Nails	kg	1,700	6	14.94	10,200

	Fisherboard timber	Number	7,000	12	123.05	84,000
	6 x 2 Timber	Number	5,500	18	145.02	99,000
	4 X 2 timber	Number	4,500	10	65.92	45,000
	3 X 2 timber	Number	4,000	15	87.89	60,000
	Ring burglar's	number	3,500	18	92.28	63,000
	Door frame	Number	23,500	2	68.85	47,000
	Door	Number	35,000	2	102.54	70,000
	Ridge Iron	number	2,200	7	22.56	15,400
	Brick force wire	Roll	2,300	10	33.69	23,000
	Lime	50 kg bag	11,350	3	49.88	34,050
	Paint	5 Litre tin	13,200	3	58.01	39,600
	Quarry	tones	4,900	10	71.78	49,000
	Transport for quarry, river sand	10 tone trip	30,000	3	131.83	90,000
	Construction contractor	number	850,000	1	1245.10	850,000
	Transport for materials	number	100,000	1	292.96	200,000
<b>Subtotal</b>					<b>3743.58</b>	<b>2,555,650</b>
<b>TOILET CONSTRUCTION (4.5m x 2.2m)</b>	Pit digging (2 m)	Number	30,000	1x4	175.78	120,000
	Quarry	Tones	4,900	1x4	28.71	19,600
	Brick force wire	rolls	2,300	6x4	76.46	52,200
	Timber (2 x3) 4.5 m long	Number		3x4	87.89	60,000
	Roofing nails	kg	1,700	1 x 4	9.96	6,800
	Roofing wire	kg	1,700	1 x 4	9.96	6,800
	Cement	50 kg bags	7,300	10 x 4	427.73	292,000
	Iron sheets	number	5400	3 x 4	94.92	64,800
	Door frames	Number	23,500	1 x 4	137.69	94,000
	Doors	number	35,000	1 x 4	205.08	140,000
	Lock	number	4,400	1 x 4	25.78	17,600
Construction contractor	number	40,000	4	234.37	160,000	
<b>Sub Total</b>					<b>1,514.33</b>	<b>1,033,800</b>

<b>BATHROOM CONSTRUCTION</b>	Timber (2 x3) 4.5 m long	Number		3x4	87.89	60,000
	Roofing nails	kg	1,700	1 x 4	9.96	6,800
	Roofing wire	kg	1,700	1 x 4	9.96	6,800
	Cement	50 kg bags	7,300	4 x 4	171.09	116,800
	Iron sheets	number	4,800	3 x 4	83.49	57,000
	Door frames	Number	23,500	1 x 4	137.69	94,000
	Doors	number	35,000	1 x 4	205.08	140,000
	Locks	number	4,400	1 x 4	25.78	17,600
	Construction Contractor	number	25,000	1 x 4	146.48	100,000

<b>Subtotal</b>					<b>877.43</b>	<b>599,000</b>
<b>TIKUMBUKIRENI CBO's ADMINISTRATIVE COSTS</b>	Printing and photocopying	Ream	3,500	25	128.17	87,500
	Fuel	litres	690	900	909.66	621,000
	Transports				439.45	300,000
	Allowances	Number	2,500	15	549.31	375,000
	Bank charges	Months	7,800	12	137.11	93,600
	Photocopy	Number	10	15 X 500	109.86	75,000
	Airtime	Calling cards	5,000	2 X 12	175.78	120,000
	Printing	Number		4 X 500	292.96	200,000
	Refreshments	Number	250	50 people X 12 sessions	183.10	125,000
	Hall hiring	Number	20,000	2	117.19	80,000
Maintenance (service)	Number	150,000	1 x 4 times	878.89	600,000	
<b>Subtotal</b>					<b>3921.47</b>	<b>2,677,100</b>
<b>GRAND TOTAL (A)</b>					<b>29,713.93</b>	<b>20,284,990</b>
<b>COMMUNITY CONTRIBUTION</b>	Giving land for construction of structures at evacuation centre	Squares meters	500,000	100	732.41	500,000
	Clearing the land for construction	number	550	1000	805.65	550,000
	Collection, packing and off-loading of sand into vehicle	Tonnage	2,000	200	585.93	400,000
	Water for molding bricks	Drum	350	3000 drums(100 each)	1538.06	1,050,000
	Molding bricks	Number	15	50,000	1098.62	750,000
	Meals during burning of bricks for mean from 18 villages	Number	50	2000	146.48	100,000
	Security Guards	number	15,000	2 x 12	527.34	360,000
	Project supervision	months	150,000	12	2636.68	1,800,000
<b>Community Contribution Sub Total (B)</b>					<b>8,071.1787</b>	<b>5,510,000</b>
<b>Project Grand Total (A+B)</b>					<b>37,785.26</b>	<b>25,795,090</b>
<b>Percent Community Contribution</b>					<b>21.36</b>	