



A global proposal for
Rehabilitation, Reconstruction & Development
A post Cyclone Nargis initiative

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TOTAL BUDGET	USD 17,929,885.00

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Attachments

1. Budget
2. List of target villages
3. Map

Available

1. Concept notes, individual logical framework & budget details of each component

1. PROGRAMME OUTLINE

Duration	36 months (01 August 2008 – 31 July 2011)
Objectives of the action	<p><u>Overall Objective:</u> To enable 205 Cyclone Nargis affected communities in 9 townships (Myaungmya, Laputta, Ngaputaw, Mawlamyaing-kyun (Maw Kyun), Pyapon, Bokalay, Dedayae, Pathein and Ma-u-bin) in Ayeyawady Division, Myanmar, to re-establish community life and move towards sustainable growth and development.</p> <p><u>Specific Objectives by Sector:</u></p> <ol style="list-style-type: none"> 1. To provide <u>relief & recovery</u> assistance in the form of shelter and basic food. Trauma healing and capacity building opportunities will be provided to all communities throughout the 3 year programme period, as well as ongoing capacity enhancement. 2. To increase <u>food security</u> by developing and disseminating appropriate technology to increase farm yields via local Farmer Field Schools (FFS), supporting fisher folk through the provision of small boats and nets, agricultural and small scale livelihood generation projects for women and men, and small scale community-based projects. 3. To improve the access to and quality of <u>education</u> at the early childhood and primary school levels by ensuring adequate school buildings, furniture and educational materials, and initiating adult literacy in concert with local FFS and CBOs. 4. To improve <u>health</u> education on endemic diseases and personal hygiene knowledge at the community level, and increase and improve the quality of water and sanitation. 5. To improve <u>disaster preparedness</u> and the chances of survival by sharpening the response mechanism via TOT and community risk mapping, provision of transistor radios, & establishing mangrove nurseries. 6. To restore <u>lifeline systems</u> including construction of bridges and jetties necessary for normal life patterns to resume.
Implementation partners	Community members and Community Based Organisations (CBO).
Target groups	3,000 farmers & 2,000 fisher folks, 2,955 under-5 children, 8,640 primary school students of cyclone Nargis affected communities.
Beneficiaries	177,000 people in 205 villages in the Ayeyawady Delta Region.

MAIN ACTIVITIES		OUTCOMES
Relief & Recovery	Provide housing & adequate shelter supplies	343 houses constructed complete with sanitation, rain water collection tanks and paths between houses in Ngaputaw township.
	Provide food and basic necessities	Approximately 100,000 people supplied with rice and cooking oil in Myaungmya, Laputta, Ngaputaw, Mawkyun and Bokalay townships.
	Trauma healing	Trauma healing workshops provided. Memorial services supported. Staff/volunteer retreat and sharing conducted. Five "Community Kitchens" operated in Ngaputaw and Bokalay townships.
	Enhance capacity at all levels	Capacity building through training: FFS/TOT, project management skills, PAR, cross visits/exposures as well as specific capacity building and development for project participants, community leaders & project staff.
Food Security	FFS	Farmer Field Schools in 150 villages. Average rice yields increase by at least 30 baskets/acre (1.4 ton/hectare) for 3,000 FFS farmers.
	Fisher folk support	2000 small fishing boats and 2000 fishing nets distributed in Ngaputaw, Laputta, Maw Kyun and Bokalay townships.
	Provision of rice seeds and farming equipment	2000 farmers provided with rice seed and gasoline for mechanical plows. An additional 50 farmers are given hoes, sickles and plows, including a pair of draught cattle each in Ngaputaw township.
	Livelihood small scale projects and skills training	Drying and preserving fish and other food preservation techniques, animal husbandry, record keeping and accounting training provided in 60 villages. 60 community-based projects implemented.

Education	ECCD	29 ECCD centres constructed, 58 teachers trained, a total of 29 ECCD programmes carried out in 29 villages of Ngaputaw, Laputta and Pathein townships.
	Child Centered Approach (CCA)	150 teachers trained and 62 community appointed teachers given a subsidy of MMK 30,000/person/month. Rice support for 4,500 primary school children from 31 villages.
	School supplies & student support	Teaching and educational materials provided for 60 primary schools. Provision of school uniforms to all school children for the 60 schools as well as MMK 50,000 scholarship each for 50 orphans.
	School infrastructure	12 primary schools repaired and 28 newly constructed, all, (including another 9) received classroom furnishings. 45 rainwater collection tanks and 51 four-unit-toilets, 28 solar/wind generators set up.
	Adult literacy	2 TOT workshops completed, 70 volunteer teachers trained, basic literacy materials produced, 60 reading circles formed.
Health	Health education & awareness	1 TOT Hygiene awareness training for 20 health promoters and 3 review workshops, and ongoing health campaign, Yearly workshops on local endemics held for 75,000 people from 60 villages and community mobilised towards health seeking behavior, prevention & care of common illnesses.
	Water & Sanitation	5 ponds renovated and 2 new ponds dug, 5 water pumps provided, 500 latrines built in 10 villages of Ngaputaw and Laputta townships.
Disaster Preparedness	Training	4 TOT in community-based risk mapping, 20 Risk Mapping workshops conducted.
	Early warning systems	60 small transistor radios provided, traditional warning systems set up in 60 villages of Ngaputaw and Laputta townships.
	Forestry & mangrove plantation	3,865 acres of mangrove nurseries established, related training and research activities completed in Ngaputaw, Maw Kyun, Laputta, Bokalay and Pyapon townships.
Lifeline Systems & Construction	Bridges	11 long (50 meters) and 10 short (15 meters) bridges constructed in Ngaputaw, Laputta, Bokalay and Dedayae townships.
	Jetties	5 damaged jetties rebuilt in Ngaputaw and Laputta townships.

2. INTRODUCTION

A. Situation Background

Myanmar is one of the largest countries in South East Asia with a population of 55.4 million people¹. The country has a coastline of 2400 kms along the east coast of the Bay of Bengal. There was near total destruction when Cyclone Nargis hit Myanmar with winds up to 200 km/hr (2/3 May 2008). In addition, the complexity of the coastal delta allowed tidal surges to penetrate inland, reaching Yangon, the former capital city.

The cyclone affected 3 divisions and 2 states (Ayeyawady, Yangon and Bago Divisions; Kayin and Mon States) in the southern part of the country, as well as offshore islands. The declared disaster area has a total population of 2.4 million representing 486,000 affected households in 37 townships².

The Post Nargis Joint Assessment (PONJA) Report of the Government of the Union of Myanmar, the Association of South East Asian Nations (ASEAN) and the United Nations has provided “the first comprehensive picture and objective analysis of the impact of the cyclone”. The Report states that “over 84,530 people are dead and a further 53,836 still missing. Over 450,000 homes were destroyed and an additional 350,000 damaged. Floods inundated over 600,000 hectares of agricultural land, killing up to 50% of draught animals. 75% of health facilities and up to 60% of public schools in the affected areas were destroyed or severely damaged.”³

The areas, devastated by the cyclone and flooding, produce 65% of the country's rice, 80% of the aquaculture, 50% of poultry and 40% of pig production (FAO). Ayeyawady division, one of the most hard-hit areas, is considered the food basket of Myanmar.

The report of the village tract data assessment, conducted by the UN Water and Sanitation Cluster, indicates that nearly 75% of population now drinks water from unsafe sources (rivers, open wells and ponds) and almost 50% of the ponds in Ayeyawady have become saline.

During the first three months of the emergency relief phase, Metta field staff and volunteers were able to provide immediate relief services to 49,800 families from 380 villages of 86 village tracts in 8 townships of the Ayeyawady division - Myaungmya, Laputta, Ngaputaw, Mawlamyaingkyun, Pyapon, Bokalay, Dedayae and Ma-u-bin.

Metta field staff and volunteers have been engaged in rescue and relief activities throughout the crisis. Continuous warnings of the approach of Nargis were broadcast on the eve of its arrival. From that time, Metta team members in the area actively and courageously evacuated people from disaster prone areas, mobilising local resources to provide immediate relief, taking the lead in rescue work and providing safe shelter to affected communities. With the help of the 8⁴ boats provided by Metta, community leaders of the scattered islands in the southernmost part of the delta managed to rescue 1,500 people.

Food and non-food items were distributed to those in need in the period of May to July. In addition, Metta assisted by providing 12 temporary ECCD centres and 27 temporary schools in Ngaputaw, Laputta and Bokalay and repaired 2 ECCD centres considered still safe.

¹ Government of Myanmar official website www.myanmar.com

² UN emergency shelter cluster needs assessment data 30 June 2008

³ OCHA Situation Report No.41, 21 July 2008

⁴ 1 tsunami boat, 1 acquired immediately after Nargis & 6 set aside by communities for Metta.

B. Institutional capability statement

Metta Development Foundation (Metta) is a recognised⁵, not for profit, social development organisation based in Yangon, Myanmar, with four coordination offices in Myitkyina (Kachin State), Myaungmya (Ayeyawady Division), Lashio (Northern Shan State) and Taunggyi (Southern Shan State). Metta currently has a committed, capable staff of 440 and 200 volunteers who have together initiated and implemented community based development programmes in six states and three divisions. In all projects and programmes, Metta recognises diversity of culture, language and religion.

Metta exercises Participatory Action Research methodology (PAR) in all programmes. Working in direct partnership with rural communities, Metta aims to creatively build common visions among diverse stakeholders and has made significant inroads into poverty alleviation and food security through programmes identified and initiated by communities.

Staff and volunteers of Metta mobilise existing strengths and human resources within communities via capacity building and development awareness training, allowing beneficiaries to gain confidence in making decisions with regard to their own lives. Field staff is appointed from local project area populations, providing a direct link from people to project. This method, which has previously proven successful in Metta's projects, will be applied in post-Nargis reconstruction and rehabilitation in Ayeyawady Division.

The extensive range of community development projects implemented by Metta have promoted health and nutrition, holistic early childhood education, capacity building in crop-based sustainable and integrated farming systems, livestock raising and the support of human resources to plan, implement and manage sustainable development programmes. Metta has also been involved in construction of primary schools and water and sanitation infrastructure in its project areas throughout the country.

In 2004 and 2006, following the tsunami and Cyclone Marla, Metta undertook and implemented reconstruction, rehabilitation and development (RRD) projects with 32 staff and 92 volunteers in 6 of the 26 townships of Ayeyawady Division benefiting 30,000 people directly.

Following Cyclone Nargis (2/3 May 2008), Metta, with project staff already on the ground, was able to respond immediately. In the first three months after the cyclone, with a budget of USD 3 million, Metta rescued 1,500 isolated survivors and supplied food, non-food items, clothing, kitchen utensils and shelter, working in 380 villages, reaching 249,000 people. In addition, 7 temporary schools and 12 temporary ECCD centres were set up, while 1 ECCD centre was repaired. The severity of the destruction in the delta region has been a strong motivating factor in planning the RRD phase of Metta's response. 154 staff and 69 volunteers will now undertake the RRD projects.

Since its inception in 1998, Metta has been supported by a wide variety of private and agency based donors, both national and international, and since Nargis, many more agencies and individuals have sought partnership with Metta. Metta appreciates this trust and looks forward to long term partnership based on mutual respect and co-operation.

⁵ (Registration number 1809, Ministry of Home Affairs, 28 October 1998)

3. EXECUTIVE SUMMARY

The Post Nargis Reconstruction, Rehabilitation and Development (RRD) Programme of Metta Development Foundation is based on the experiences and lessons drawn from post tsunami projects, and is built upon their strengths. Most of the population in the affected communities is in need of short term relief assistance and also long-term recovery support. Metta places a high priority on the efforts needed to integrate these two requirements.

Vulnerable groups such as children, women, elderly and differently abled (disabled) are included in the RRD programme along with farmers and fisher folk, the major bread-winners of the delta region. Metta also plans to invest in food security, education and the health sector in addition to cyclone resilient community centres to provide protection during natural disasters as well as space for other community activities.

Partnership is the key approach to facilitate the multi-sector response; partnership between Metta and community members, community based organisations (CBO), faith based organisations (FBO), civil society organisations and local authorities. Donors too are part of the partnership which creates an atmosphere in which community development can flourish.

Nargis has severely damaged community infrastructure in many areas. Hundreds of thousands have no shelter or reside in severely damaged houses. Approximately 2,400 schools have been destroyed. Food supply is minimal or non-existent. The mainly agricultural communities have had croplands saturated with saltwater, seedlings destroyed and livestock lost, including water buffalo needed for cultivation efforts. Other livelihood necessities such as boats and fishing nets have been lost as well.

The destruction and devastation is so complete in some areas that overall liveability has been compromised, and a comprehensive response is required. Transcending sector exclusive developmental strategies, Metta will evaluate the needs of individual communities using the Participatory Action Research (PAR) method. Then depending on particular needs, access and resource availability of each community, an integrated array of correlative projects will be facilitated and implemented appropriately in 205 villages, in 9 townships. This will constitute Metta's Post Nargis Reconstruction, Rehabilitation and Development (RRD) Programme

A01 Recovery & Capacity Building

A01.01 The RRD will be an integrated, holistic programme with 6 components. Relief and recovery will initially continue. Some who have lost their houses will be assisted by the building of 343 houses in 3 village tracts in Ngaputaw Township. By December 2008, 250 houses will be completed (100 in Kyaukalat village, 80 in Kyin Kaw, 70 Kan Seik) and 93 will be built in Year 2 in Oak Twin.

Although the emergency relief work has now slowed and communities are beginning to resettle in their villages, there is still a need for relief support. There will be no harvest until December, inducing a rice shortage, and in addition, breakdowns in the distribution chain can leave many people short of food. Food relief will be required for some time. 100,000 people in 120 villages in 5 townships (Myaungmya, Laputta, Maw Kyun, Ngaputaw, Bokalay) are among the most vulnerable to food shortage- living in isolated inland areas, often inaccessible by boat. Metta has access to 4 different suppliers of rice in the delta to meet this need.

A01.02 Trauma

Trauma healing and recovery will be incorporated in all community building activities and will work in collaboration with existing CBOs and FBOs to provide psycho-social support as necessary. The following are some of the activities which will address trauma related issues.

- Five “Community Kitchens” in Ngaputaw and Bokalay townships to give opportunity for sharing stories in a communal food area.
- Training of community facilitators, management and coordination staff in basic skills of counselling, care-giving, facilitation of story-telling circles/sessions, and understanding the process of grief, children & trauma and ethical issues of working with children.
- Training teachers, parent educators, facilitators and community leaders in dealing with traumatised children as part of the ECCD and CCA.
- Community memorial ceremonies – all religious groups to be provided with support to organise funerals, rituals, ceremonies and memorial services.
- Psycho-social support for farmers and fisher folk will be incorporated in the livelihood project.
- Women will be supported to meet regularly to socialise and share their experiences and stories using the open-space tools.

A01.03 Human resource & development

Potential and capacity of office & field staff, as well as community members will be built up through facilitation, coordination and community-based project management training in all aspects of the programme.

A02 Food security

A02.01 Food security will be increased primarily through the creation of livelihood opportunities by FFS, small scale projects and training in food preservation.

FFS will be conducted in 150 villages, 75 of which were not directly hit by Nargis and where farms were not damaged. This is to increase food security in Nargis damaged farming villages, which will suffer rice shortages for some time. The increased yield will help to provide sufficient food supply, both locally and in other areas of the delta, decreasing the need for bringing in less favoured and more expensive varieties from elsewhere. Previous experience indicates that 75% of FFS participants will adopt at least 3 practices from FFS and there will be at least a 60% increase in yield.

The two predominant rice seasons in the delta, are the summer and the wet seasons. Summer rice yields are slightly higher than wet season rice, but the cost of production is higher as use of chemical fertiliser and herbicides increase. Many farmers are in a “break even” situation.

The programme will conduct a 4 month TOT on FFS facilitation after which alumni will each develop a local FFS for 20-25 farmers and work in one village for a year. The project will be left in the hands of a farmer who has emerged as a potential leader and the facilitator will move on to another village to begin the process again. This multiplier effect is expected to continue indefinitely contributing to the sustainability of the practice. Further expansion has been demonstrated in past experience in that, other village farmers, though not formally part of the project, see the yield increase and change to the new practices.

The one-time TOT will be offered in 2008 for 35 participants and a minimum of 30 FFS will be established in the following year, making at least 150 in the 3 year programme period with a direct impact on more than 3,000 participating farmers.

- A02.02 Fisher folk from 113 villages of 31 village tracts in Laputta, Ngaputaw, Maw Kyun and Bokalay townships will be supported by the provision of 2,000 small boats and fishing nets to enable a return to their way of life. Value added activities will be established to create an additional revenue stream to family income.

As fishing resumes, the potential for preservation of the catch exists alongside fresh catch sales. Courses in drying and preserving fish will be provided, especially for women, fitting into regular work schedules. Training in other food preservation techniques will be catered for along with marketing, both local and regional and basic accounting and record keeping.

2,000 farmers who have not been able to save seed from 2008 will be provided with seed rice in the 2009 growing season. These will be the worst hit farmers who have no income in 2008 because of Nargis.

A one-off provision of farming tools to the value of MMK 100,000 will provide hoes, sickles and ploughs to 50 farmers each year. Another 50 farmers will benefit from the donation of a pair of draught cattle in the 2nd and 3rd years of the project.

Over the project 3 years, 60 projects will be facilitated in 60 communities to carry out small scale livelihood projects using a PAR methodology with USD 2,500 allocated for each. The projects may be raising animals (goats, pigs, chickens), cultivation of seasonal crops and/or perennials, value added activities like drying fish, drying prawns, fish cracker making, etc, in addition to forming savings and loan groups. Complementary training for successful project implementation will be offered, for instance, project management, accounting, report writing, animal husbandry and other skills training.

A03 Education

The education project will be comprehensive, involving people from 0 years to adult.

- A03.01 29 ECCD centres will be set up as permanent buildings. 21 temporary ECCD centres will be set up as well. The permanent buildings will gradually replace them after a couple of years or so.

Over the 3 year period Metta will equip ECCD centres to provide community run day care for children aged 0-3 and 3-5. A total of 2,955, including 1155 children aged 3-5 will have access to ECCD and 1,800 in 0-3 age group will also benefit from the project. The Metta ECCD project includes capacity building for parents, teachers (58) and community members (58), and promotes child development and positive, sensitive parenting.

Engineering advice has been taken regarding site placement and for construction methods, to ensure they are in the safest possible place and cyclone resilient. These will be multi-purpose buildings, to be used for community activities outside school hours, and will serve as a shelter during future emergencies.

Metta will provide running costs until the planned income generation projects enable centres to become self sufficient. Moreover, to ensure adequate nutrition of the attending children, Metta will provide nutrition support in the form of a daily subsidy of MMK 200 per child.

A03.02 Metta will encourage use of community led Child Centred Approach (CCA) in 31 primary schools. CCA is child friendly and encourages parent involvement. Teachers are stimulated by the training and educational material provided. Regular students receive 6 pyi (12.5 kg) of rice per month as an attendance incentive. This decreases the drop out rate because children no longer need to earn income for the family.

A03.03 All 31 schools (population 29,650) will benefit each year from the provision of books, chalk, blackboards and other necessities, in addition to teacher training CCA approach literature and Education and Communication (IEC) materials for use in the classroom. From year two, 30 community appointed teachers from 15 schools will be given a subsidy for 9 months to enable adequate staffing of schools. In year 3, a total of 62 teachers (the previous 30 teachers inclusive) will be supported for 9 months.

Additionally, small grants (USD 50) will be given to 50 of the needier school children orphaned by Nargis to assist in the continuation of their education.

A03.04 The education project will include repair of 12 schools and construction of 28, incorporating provision of classroom furnishings that encompass another 9, rainwater collection tanks (45) and sanitation (51 four-unit-toilets). 28 schools will be provided with solar/wind generators.

A03.05 A total of 60 villages will undertake adult literacy over the life of the programme. Functional literacy allows for more positive relationships, increased participation in community activities and greater village/community level cohesion, leading to a decrease in social stratification. Functional literacy also increases the ability to negotiate at all levels of life.

A04 Health will focus on endemic disease prevention, water and sanitation.

A04.01 Community awareness of health and sanitation has been assessed and based on the findings from 9 villages with a population of over 3,000, the community and Metta will work together to improve personal and environmental hygiene. 20 Health Promoters (HP) will be trained, IEC materials produced and awareness campaigns implemented. 500 village toilets will be built.

The focus will be on prevention of disease through healthy lifestyles and behaviours and health awareness issues will be integrated with all ECCD and CCA activities.

A04.02 Metta will continue to assist with the provision of potable water through encouraging community use of rain water harvesting devices and digging or renovating ponds. The needs analysis carried out by Metta field staff indicates a need for 2 new ponds and renovation of 5. Five water pumps will be provided. Project documentation and an end-of-project survey will compare data from before and after the project.

A04.03 Health Promoters will implement an ongoing health awareness campaign, distribute IEC materials and hold annual awareness workshops on hygiene and endemic diseases. Community mobilisation towards the choice of health seeking behaviours as well as the discussion of prevention and care in cases of common illnesses providing a new approach to wellness – that of personal responsibility. Some 75,000 people will benefit over 3 years.

A05 Disaster preparedness and mitigation.

A05.01 TOT training in Community Based Risk Mapping will be carried out twice in years 2 & 3 (total 4). Facilitators trained at these TOT will then conduct 10 X 2 (total 20) Risk Mapping workshops in project communities.

Despite earlier disaster events, including the tsunami and Cyclone Marla, and the broadcasting of storm warnings for at least 3 days, the population of the delta was not prepared for the severity of Nargis when the cyclone arrived on the night of 2/3 May.

During the relief phase it has become evident that there is much to be done in the areas of disaster preparedness and risk management and Metta, in the rehabilitation and reconstruction phase, is working with communities to bring about change in this area.

- A05.02 Warnings of the approach of Cyclone Nargis were broadcast for three days, but most community members did not have access to radios and so were not aware of the warnings. Small radios (60), using readily available AA batteries, will be the first link in a warning system which will also include the traditional clanging of iron bars or striking bamboo normally used to warn of fire and wild animals.

Metta's engineers have made a visit to Orrissa region in India to study cyclone resilient building structures and lessons learned will be incorporated into Metta's construction activities of schools and ECCD centres. The buildings will serve as school cum cyclone shelter.

- A05.03 Removal of vegetation, especially trees, has had a role to play in Nargis damage. The mangrove and forestry nursery project covering 240 ha which was part of post tsunami recovery and which largely survived Nargis, will become the basis for a more extensive reforestation initiative in 69 coastal villages, restoring mangrove ecosystem that provide food security and prevent natural disturbances in the Ayeyawady Delta region.

A06 Lifeline systems and transportation

- A06.01 Communities have identified the infrastructure damage and needs, and in consultation with local engineers and stakeholders, a plan has been developed for the construction of 5 damaged jetties, 10 small (15m/50') bridges and 11 longer bridges (to 150') in Ngaputaw and Laputta townships.

Metta will provide the needed equipment and tools, and those community members who wish to be involved will repair the damage, with training provided by Metta if required. The activities will support livelihood, income generation and the local economy, as those who assist in the construction will earn income. In addition, local materials and local knowledge will be used wherever possible.

Within the 3 year programme period, there will be increased overall liveability and progression toward long term sustainable development. Social systems will be bolstered, infrastructure will be constructed and repaired and the restoration of community confidence will progress. The integrated nature of the programme will build capacity and strengthen relationships within communities, as local leaders, teachers, social and health workers, fisher folk and farmers study, plan and learn in cooperation.

Communities will analyse local situations, develop processes and implement action plans. This will also strengthen society for both current and future purposes.

4. STRATEGIES & METHODOLOGY

Metta has adopted strategies that will ensure an accelerated programme of capacity development for communities affected by Cyclone Nargis; rapid expansion of livelihood support, ongoing relief services to selected vulnerable groups as well as greater coverage of areas and communities in disaster preparedness and risk reduction. They include:

- **Co-location of the initiatives within existing community development programmes which were part post tsunami projects.** This will foster a sustainable approach that will result in the establishment of a regional pool of human resources and institutionalise key elements of the disaster rehabilitation programmes, ensuring greater impact on the communities, as the initiatives are community led.
- **An alliance with a coalition of CBOs and FBOs in the area, including mangrove service network,** will foster rapid capacity development of project personnel.
- **A rapid assessment and evaluation** of current responses will identify where resources can be deployed to assist immediate expansion of coverage of relief and recovery services.
- **Selection criteria** will ensure coverage of isolated areas.

5. IMPLEMENTATION PRINCIPLES

Community led and community based approach: Metta's initiatives are based on communities that are committed to fully engage and participate in the development process. Metta's role has always been that of a facilitator. The communities have access to information, can participate fully, and are able to raise any complaints or concerns. They will play a direct role in monitoring and reporting against indicators of accountability and equality.

Collaboration with other national and international agencies in response to Nargis, ensuring that the best use is made of all available local resources.

Publicity and public relations: Material used for fund raising, publicity or public relations, which uses Metta's identity will be first agreed with Metta.

Training and skills transfer: The Programme encourages training, exposure and follow-up assistance as a means of developing community capacity. Wherever possible, a Training of Trainers approach will be applied, to ensure local capacity is enhanced and sustained in the area.

Evidence based planning: The programme will conduct community surveys wherever appropriate as part of the planning and implementation process. Monitoring and evaluation will provide the data needed to map out subsequent development activities, to ensure widespread adoption of successful strategies.

Gender issues: The programme will give utmost attention and importance to gender equity and the active participation of women in all decision making and implementation activities. Metta recognises the fact that many households are headed by women who are already actively engaged in the rebuilding of affected communities.

Sustainability: The incorporation of project supported innovative responses and their expansion by the communities will be the means of sustaining the impact of the programme beyond its three years. It is anticipated that this impact will extend beyond the target areas to other areas in the region through the adoption of such innovations by local groups and individuals. Additionally, because community capacity is increased, the sustainability of skills is assured.

6. MONITORING & EVALUATION

1. Monitoring

Metta believes that the fundamental principle of monitoring is systematic, regular and continuous collection and analysis of information and data. A standardised monthly reporting format is being developed and tested with the communities.

Regular visits to the field help the programme stakeholders become aware of the strengths and weaknesses of the programme and make decisions accordingly. This monitoring ensures that activities are on the right path by observing them, measuring progress towards objectives, identifying problems as they come up and identifying strengths that can be built upon.

A comprehensive M & E Framework, developed in the inception phase following baseline studies, will generate information that will be presented in annual M & E reports, with measures of efficiency, effectiveness and impact.

Efficiency will be measured through the achievement of agreed programme activities; **Effectiveness** measured through 6 monthly reports to assisting entities/donors, summarising achievements against outputs and objectives; **Impact** measured through evaluation by comparison with baseline data. Indicators will include competency based measurements (for design, implementation and management) and the numbers of CBOs, FBOs and community leaders trained and now implementing development programmes.

Metta hopes to arrange annual field visits and will inform assisting entities when this is possible and for whom.

2. External Evaluation

A mid-term evaluation and an impact evaluation in 2010 and 2011 respectively to be organised by Metta.

The perspectives of different stakeholders will be included in the evaluation (target groups, local and international partners, government officials, etc.)

Metta will send the CV of the chosen external evaluator and the ToR to all assisting entities for approval two months before the evaluation is due to begin.

7. REPORTING

Abbreviated project updates will be provided quarterly. Detailed report will be produced twice each year. Reporting schedule has been incorporated into Metta's fiscal year 01 April – 31 March as follows:

REPORTING DEADLINE	TYPE OF REPORT	PERIOD
31.03.2009	Progress Reports (narrative & financial)	01.08.2008 - 31.01.2009
31.05.2009	Annual Progress Reports	01.08.2008 - 31.03.2009
30.11.2009	Progress Reports	01.04.2009 - 30.09.2009
31.05.2010	Annual Progress Reports	01.04.2009 - 31.03.2010
30.11.2010	Progress Reports	01.04.2010 - 30.09.2010
31.05.2011	Annual Progress Reports	01.04.2010 - 31.03.2011
31.12.2011	Termination Reports	01.08.2008 - 31.07.2011

1. The progress reports and the operational budgets will be forwarded by email or normal mail.
2. Annual accounts with auditor's opinion for the period 01.08.2008-31.03.2009, 01.04.2009-31.03.2010, 01.04.2010-31.03.2011 and 01.04-31.07.2011 will be included in the Organisation Reports.
3. The termination report and external audited financial statements for the programme period 01.08.2008-31.07.2011 will be made available by 31 December 2011. (Currently Khin Su Htay & Associates, in cooperation with KPMG, is the external auditing firm for Metta).
4. The original receipts, vouchers, etc., will be kept for 7 years with Metta.
5. Metta is prepared to facilitate an annual visit of the financial auditor mandated by the partners.
6. Metta Development Foundation will use the grants, any interest earned, any exchange rate gains for the designated purposes specified in the proposal. Assets acquired for efficient and successful implementation will become the property of Metta.
7. As an appreciation of local capacities and ownership, Metta does not bid communities to affix any insignia, emblem or plaque on any infrastructure built.

8. PROGRAMME MANAGEMENT

- 8.1. Programme Support Team:** This committee is chaired by the Programme Director of Metta, and the team will include Metta Programme Coordinator, Auditor, senior level programme personnel and technical advisors.
- 8.2. Programme Management Structure:** The Programme Coordinator of Metta is responsible for the management and implementation of the planned activities. He/she will report to the Programme Support Team through the Programme Director. He will lead and be supported by:

Programme Management Team (PMT): The PMT will be responsible for day to day management of planned programmes under the leadership of the Programme Coordinator. Central functions of the PMT will include financial control, human resource management, provision of technical direction and support, reporting functions, M&E and coordination of training and capacity building programmes. The PMT will be based in Yangon. Besides providing management support to the Area Coordination office, in Myaungmya, the PMT will also directly oversee Bokalay, Dedayae townships

Area Coordination Team (ACT) The ACT is based at the Area coordination office in Myaungmya and will be managed by a team of staff headed by the Area Coordinator. Its main responsibility is to coordinate all area based activities and provide logistical support for training, procedures for development planning and design and coordination as well as advocacy with local authorities, CBOs, FBOs and others. The Area coordinator will work in close collaboration with all field coordinators. This office will oversee Pathien, Laputta and Ngaputaw.

Field Coordination Teams: Besides the two functional offices in Yangon and Myaungmya, Metta will establish a well structured community based coordination teams led by Field Coordinators in each target area. All Field Coordinators will be directly linked to Metta's Programme Coordinator as well as with the Area Coordinator. Each of them will have a working team on the ground and will be supported by the Area Advisory Committee.

8.3. Area Advisory Committees: This committee will have membership that includes the Programme Coordinator, Area Coordinator, Field Coordinators, representatives of CBOs, FBOs and local stakeholders.

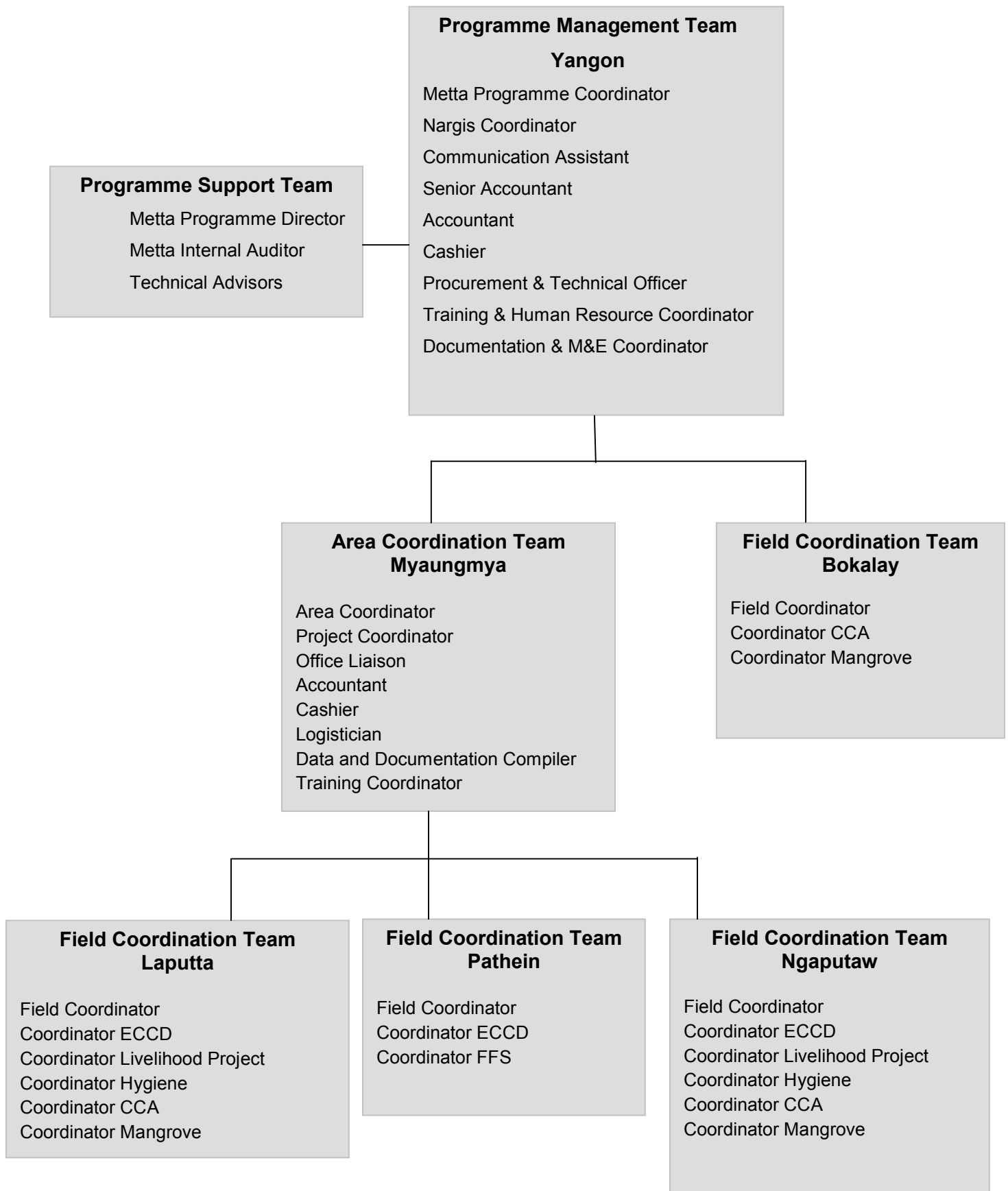
8.4 Staff: Metta Nargis Programme will maintain the policy of minimum administrative and management cost and maximum participation of local stakeholders in all implementing areas. The management structure below indicates that each level of staffing has specific area of expertise as well as responsibility and is correlated to other level of programme implementation team and that there is a clear scope of work for each staff. A job description will be prepared for all staff.

All programme implementing areas will establish specific project committees (e.g. FFS, ECCD etc) and the committee will form a selection committee for local staffing appointments with emphasis on ethnicity, religious groups and gender equity.

The senior management team of Metta will provide advisory support to these committees whenever appropriate. Recruitment will target the existing volunteers and local cyclone response coalition and if necessary, will invite nominations from the existing partners on the ground in addition to public advertising.

The following Programme Management Chart describes the programme implementation team and location of each.

Programme Management Chart



9. CONSULTANTS & CAPACITY TO SOURCE EXPERTISE

Metta has regularly sourced local and international expertise in different areas of development work, including agro-based development consultants, consultants for public health, HIV/AIDS, early childhood development and education, FFS, PAR and community development programme trainers, as well as technical experts such as architects, engineers, accountants, etc.

Some of the long term consultants who will continue to assist Metta in the Nargis programme are:

- **Education consultant** – Dr. Thein Lwin has been the chief consultant of Metta's ECCD programmes since the first project in 2003. He holds a Ph.D. in Educational Psychology and has been a pioneer of ECCD programmes in Myanmar. He specialises in training and curriculum development and has had many years of teaching experience both as a Professor of Education at the Institute of Education, Union of Myanmar as well as a trainer for NGOs and INGOs engaged in education programmes.

He has worked as a consultant for UNDP/UNESCO's *Education for All* project, and has been a consultant for UNICEF, Save the Children (UK) and other local and governmental departments. He has published many books and training manuals on child education and development, most of which are used as resource material for all ECCD programmes in the country. Dr. Thein Lwin will provide training and monitoring support for ECCD, CCA and Adult Literacy projects.

- **Public health consultant** – Dr. Khin Nwe Oo is a public health expert with specialisation in Epidemiology and Biostatistics with many years of work experience in Government, non-government and UN sectors. She has led many baseline studies and health assessment activities across the country and has been instrumental in providing data for public health programmes in Myanmar. She has worked with World Vision, Save the Children, UNICEF, WHO and UNDP.

Dr. Khin Nwe Oo has a Masters degree in Public Health from the School of Public Health, Honolulu, Hawaii, USA. She has also undergone training in Centre for Disease Control, Atlanta, USA. She has published many papers on public health and provided technical expertise to those designing community health programmes. Since cyclone Nargis, her expertise has been invaluable for Metta in planning the health & sanitation sector of the post Nargis rehabilitation programme.

- **Mangrove plantation consultant** – Dr. Maung Maung Than specialises in Mangrove Plantation Management, Community Forestry and Environmental Conservation. He has a master's degree (M. Sc) in Natural Resource Conservation from Asian Institute of Technology, Bangkok, Thailand and a Ph.D. in Vegetation Ecology, Department of Environmental Science, Yokohama National University, Yokohama, Japan. His Ph.D. thesis was 'Ecological Study in Restored and Natural Communities of Mangroves in Myanmar'. As a researcher and trainer, he writes extensively on environmental issues in local newspapers and environmental journals. His skills vary from forest management to rural development and community mobilisation. He has a long association with Metta and has provided extensive technical support to Metta's post tsunami projects. He will facilitate the mangrove and non-mangrove reforestation projects of the RRD programme.
- **Farmer field school (FFS) consultant** – Dr. Humayun Kabir has more than twelve years of professional experience in sustainable agriculture, specifically in the areas of participatory

development, project management, capacity building, action research, and education and training. He has been associated as a regular part time consultant for Metta's FFS projects since August 2000. He has published many papers on rice production issues, his field of speciality, and has extensive multicultural work experience in Bangladesh, Philippines, Myanmar, Cambodia, China, India, Vietnam and Indonesia. His Ph.D. thesis (University of Honolulu 2006) was based on adaptation & adoption of the System of Rice Intensification (SRI) using farmer field schools (FFS) in Myanmar as a case study.

- **Training consultant:** Neichu Angami, is a trained counsellor and certified trainer for Counselling and Care-giving. Her research work has been focused on "Children in Difficult Situations" with special attention on children affected by alcoholism, drug addiction and HIV/AIDS, and in addition she has worked with the children of sex workers, street children, children living in refugee camps and women widowed by war and genocide. Her work experience ranges through the orphans and street children of Cambodia, slum dwellers of Mumbai, children affected by armed conflict and HIV/AIDS in NE India. Neichu has also worked with aboriginal communities in Australia, widows of genocide of Rwanda, women and children in IDP camps in northern Uganda and at a trauma centre in Hadassah Hospital, Jerusalem/Israel as well as Palestinian refugee camps in Jenin, Nablus and Gaza. She has undertaken a Master Trainers' course in Conflict Resolution from Conflict Resolution Network (CRN), NSW, Australia and has been associated with Metta since 2006.

Enclosures

- BUDGET
- LIST OF TARGET VILLAGES
- MAP

Available

- Concept notes, individual logical framework & budget details of each component