BUILD NEPAL: EARTHQUAKE ASSISTANCE PROGRAM

I. INTRODUCTION

Habitat for Humanity started working in Nepal in 1997. In the eight years between then and 2005, Habitat helped 830 families to build decent housing. In a strategic decision to increase its impact in Nepal, Habitat began to leverage partnerships with non-government organizations, microfinance institutions, and village lending and savings groups. By providing institutional technical assistance to MFIs and technical assistance in construction to homeowners; HFH Nepal was able to facilitate 55,985 families to secure improved housing.

Habitat is a proven expert in innovative shelter solutions in the disaster response field. Its global network of designated disaster response staff coupled with a cadre of shelter and settlement experts seeks to demonstrate that within a resilience-building framework, communities can develop the capacity to rebound more effectively and quickly from disasters.

II. PROJECT BACKGROUND

On 25 April 2015, a 7.8 magnitude earthquake struck Nepal with its epicenter in Gorkha District, approximately 81km northwest of the country capital, Kathmandu. Amid ongoing recovery efforts Nepal was struck by a second earthquake on 12 May 2015, with a magnitude of 7.4. This latter earthquake, with the epicenter close to the border between Sindhupalchok and Dolakha districts caused further damage in areas that had already been affected whilst causing new devastation in areas which had previously experienced limited damage. Intense tremors, and subsequent aftershocks, landslides, and avalanches caused widespread damage to homes, infrastructure, and livelihoods, affecting millions of people across 39 out of 75 districts. The Nepalese government categorized 14 of these districts as severely affected: Dhading, Gorkha, Rasuwa, Kavrepalanchok, Nuwakot, Dolakha, Sindhupalchok, Kathmandu, Ramechhap, Bhaktapur, Lalitpur, Makawanpur, Sindhuli and Okhaldhunga. Combined, these districts contain over 2 million people. According to government estimates, the earthquakes combined caused over 8,790 casualties and 22,300 injuries, and left over 500,000 houses fully destroyed and 250,000 houses and hundreds of historical and cultural monuments sever damaged. It is estimated that the earthquakes affected the lives of approximately eight million people, constituting almost one-third of the population of Nepal.

To respond to Nepal's shelter needs, Habitat has been working alongside its partners in the IFRC-led Nepal Shelter Cluster implementing a coordinated response supporting the Government of Nepal and meeting the immediate needs of the Nepali people.

Habitat's priority in the immediate aftermath of the Nepal earthquakes was to enable the self-recovery of affected families through the provision of more than 5,000 temporary shelter kits (TSK), as well as the coordination of volunteers and affected families to implement rubble removal projects for affected

families, these volunteers also have been assisting National Society of Earthquake Technology (NSET) in certain districts with the building damage assessment. In December HFHN distributed more than 2400 winterization kits, in 4 VDCs in the district of Nuwakot, out of which 3 VDCs in high mountain remote areas.

III. PROJECT PRINCIPLES

Habitat is now shifting its focus toward Phase II, promoting permanent shelter solutions to help Nepali families build back safer and increase their resilience to future disasters.

During the five-year period covered by this strategic plan HFH Nepal will work within four key areas, or pillars, of support. These four pillars will uphold an overarching participatory approach with an owner-driven methodology. This approach will put households and communities in charge of rebuilding their own homes by having access to quality materials, improved technical construction knowledge, and the site supervision support that they need to build back safer. The pillars are applicable at all levels, national, district and VDC/municipality, and work in partnership with the methodology specified by the Government of Nepal. The owner driven methodology is part of a participatory approach that empowers Nepali communities and households to build back safer. All HFHI Construction Activities shall meet or exceed the local codes and the HFHI Housing Quality Standards that include standards for design, durability, secure tenure, water, and sanitation.

These pillars consist of social mobilization, technical assistance, tiered assistance[1] and market development support.
HFHN works with local implementation partners and approaches each VDC with a blanket approach, covering the entire VDC. Combined with an owner-driven reconstruction methodology, HFHN has laid a strong foundation that supports all of its project's participatory approach.

IV. PROJECT DESCRIPTION

A. PROJECT GOAL AND OBJECTIVES

Goal:
To assist the recovery of earthquake affected populations by strengthening their self-coping capacity, increasing their disaster resilience and enabling them by providing access to safer housing solutions.

Objectives:

- Increase disaster resilience by empowering communities through participatory methods.
- Provide non-financial technical support through Housing Support Services and increase local knowledge of Build Back Safer methodologies, enabling communities to self-recover.

[1] Tiered assistance as defined as non-financial support, given in levels of assistance based on need of which are established by a vulnerability index. For further information, see page 6

- Facilitate self-recovery of earthquake affected households through tiered support as per vulnerability index according to GoN guidelines.
- Address housing value chain weaknesses by strengthening access to quality construction materials and labor.

See Annex Logistical Framework for outcomes & output of project implementation.

B. SELECTION OF IMPLEMENTATION AREAS

1. Selection of districts

The focus of the HFHN programming lays in two of the fourteen most affected districts. These districts are identified by HFHN as priority districts due to their proximity to Kathmandu, on-going project implementation, being selected as priority for the potential implementation of the government grant assistance program and being subject of the Market mapping and research study: Kabhrepalanchok (Kavre) and Nuwakot. Additional districts can be added once more funding is secured. Potential districts are Sindhupalchok and Lalitpur, due to HFHN's prior involvement during the TSK distribution.

2. Selection Village Development Committee (VDC)

VDCs in each district will be selected where possible as a cluster to reduce transportation costs and increase impact. Prior approval from NRA by way of a Memorandum of Agreement (MoA) as stipulated in the National Reconstruction Policy, released during the last week on February 2016, is required to prevent duplication and ensure complete coverage of all affected VDCs by implementing stakeholders.

This MoA was submitted by HFHN on March 3rd 2016 and it establishes the guidelines for collaboration between the Nepal Reconstruction Authority (NRA), MOFALD PIU, the District Disaster Reconstruction Committee (DDRC) and Habitat for Humanity International. The purpose of this MOA is to define the roles, relationships and obligations of all parties in the launch of the NRA's ***Earthquake Housing Program*** and the ***Build Nepal*** project put forth by HFHN in support to this.

3. Project Beneficiaries

The HFHN program will undertake blanket coverage in each selected VDC and is developed to serve beneficiaries through direct and indirect support. The final number of project beneficiaries can only be identified after the HFHN selected implementation areas are approved by NRA and the current gathered census data is made available by GoN. This information with provide HFHN with the total number of indirect beneficiaries, which all is the total amount of HHs living in one VDC. Out of this group the eligibility survey led by the Central Bureau of Statistics (CBS) will provide the number of direct beneficiaries who will be entitled by GoN to receive the Government grant and therefore will be taking part of the enrolment process as explained below.

The table below illustrates the potential numbers of direct and indirect beneficiaries for the by HFHN selected VDCs in Kavre and Nuwakot.[2] Approximately 22,500 people will benefit indirectly from the project while about 4000 HH (to be confirmed through enrolment process) will receive direct support through the assistance provided by HFHN through the Earthquake Assistance Program, as laid out below, in support to the Government Grant of NRs. 200,000.

VDC	Total Population	Total houses	Total damaged houses
Kavre			
Panchkhal	9,481	1,657	1,508
Nuwakot			
Bhalche	2,947	624	568
Kaule	2,976	605	551
Salme	1,678	355	560
Tupche	5,462	968	881
Total	**22,544**	**4,209**	**4,067**

V. PROJECT IMPLEMENTATION

The project will be implemented following the four pillars or areas of support, as laid out below.

A. SOCIAL MOBILIZATION

Envisioning genuine participation through community empowerment, ensuring gender equality and inclusion of marginalized groups, social mobilization will use several participatory appraisal methods with emphasis on supporting the most vulnerable, reinforcing self-coping capacity, building resilience, reducing vulnerability and community led reconstruction. The goals of HFHNs social mobilization approach mirrors many of the goals put forth by the NRA including trust and relationship building in the community, engaging beneficiaries and encouraging participation, and establishing credibility through transparency and accountability.

1. Beneficiary Enrollment

Habitat for Humanity Nepal (HFHN) has a partner network across many of the affected Districts, and is in a good position to mobilize these local partners in enrollment efforts. HFHN also has experience in mobilizing large numbers of volunteers throughout the country, who are able to assist in all aforementioned enrollment activities. With permission from the Government of Nepal, the critical data and information being gathered now in the eligibility survey led by the Central Bureau of Statistics to assist in enrollment can be used as part of HFHNs baseline database. Sharing of this information will lead to expedited project implementation and will cancel the need for independently gathered field data to assist with the reconstruction mapping listed below.

[2] Note: The HH level data currently available is related to the 2011 census and the damage data is as per information from Shelter Cluster therefore this data is subject to change after the 2016 Census and eligibility survey led by (CBS) is finalized.

2. Housing recovery and Reconstruction Mapping

To be able to implement HFHN's social mobilization blanket approach described below, HFHN needs an accurate and flexible information management system to create a baseline. This baseline information will be used to manage the enrollment process, to track progress against targets and to assess reconstruction outcomes. This database should be linked to highly accessible maps which are the preferred means of analyzing construction information at the village level.

This baseline information will preferably be gathered through information shared from the eligibility survey led by the Central Bureau of Statistics (CBS). The database that is derived from compiled survey information will become an electronic management system (EMS) that will create efficient access to accurate beneficiary records. This EMS will assign enrolled beneficiaries barcodes in order to reduce error and maximize access to services.

While the database is undergoing development and once it is in place, a local team will be hired and trained to remotely map villages without data in OpenStreetMap, collect additional map features in the field and administer project surveys in the villages. Smartphone-based data collection software will be used to collect survey data and link it to the mapping data. Once the system has been developed and tested a national GIS staff member will be hired and all responsibilities for future mapping transitioned to this individual. This GIS mapping and database system will be updated during monitoring and evaluation activities done by the field team through specifically designed apps.

3. Participation methodology

All individuals will be required to construct housing that is in accordance with Government seismic safety standards and multi-hazard resilient approach. These standards will not limit a household's options, but give people access to a range of GON approved building plans (following the Nepalese building code) that will include locally sourced materials that stress traditional construction as per identified area and include: stone and timber, new reinforced concrete, brick and block masonry, and bamboo, rammed earth as well as compressed earth bricks. Guidance will also be provided on issues surrounding building back safer techniques and community awareness projects involving water, sanitation, hygiene and energy.

HFHN will help ensure Government standards by building national capacity for the training and facilitation of the PASSA (Participatory Approach to Safe Shelter Awareness) process in Nepal, within HFHN, for Housing Recovery & Reconstruction Platform (HRRP) partners and other local implementing partners. HFHN has been an active participant in the Technical Working Group (TWiG) with key stakeholders in the Shelter Cluster on how PASSA could be contextualized to better facilitate each partner's objectives, and fit the Nepali Disaster Risk Reduction and Response (DRRR) context. Similar to the working group, HFHN will contextualize PASSA as an entry point into community reconstruction, using community feedback to tailor the program to meet the unique needs of each community.

PASSA aims to raise the awareness of the 'everyday vulnerable' of the 'everyday risks' related to their built environment and to foster locally appropriate safe shelter and settlement practices. It offers a simple process, facilitated by volunteers or NGO personnel and technical advisors, through which

communities can build upon their own insights, skills, and leadership to attain improved living conditions and safer habitats. The use of PASSA valuably informs both individual and community understanding of vulnerability related to the built environment, and leads to the identification and promotion of locally appropriate measures to achieve safer shelter and settlement. Thus, it is the foundation for the project implementation and will facilitate the groundwork for the provision of technical assistance.

Facilitation of the PASSA process will involve guiding the community selected PASSA group through eight participatory activities. Facilitating PASSA in each VDC on the ward level will first involve raising awareness within the community on safety issues relating to shelter and their built environment; Individuals will be able to identify the hazards and vulnerabilities that create risk, and recognize what factors cause them. HFHN will also help community members identify and prioritize strategies to improve their shelter's safety and guide them through a process where they are able to make a plan to put these new strategies into place based on local capacity.

The social mobilization aspect of HFHNs program aims to increase resilience by empowering communities through participatory appraisal methods. This outcome will be reached through several community interventions implemented by a field team of community mobilizers on the ward level.

- Community meetings to explain the project as envisioned by HFHN;
- Beneficiary Enrollment activities as per GON requirements;
- Creation of PASSA groups on ward level;
- Identification of construction workers for vocational training;
- PASSA facilitation as explained above;
- Develop and implement community action plans with PASSA groups and execute projects after approval from VDC/HFHN to support recovery through the PASSA process;
- Identification with PASSA group of most vulnerable community members as per vulnerability index for tiered assistance approach (*see Point C: Tiered Assistance*);
- Ongoing community mobilization to facilitate technical assistance project.

B. TECHNICAL ASSISTANCE

To ensure successful blanket coverage of a VDC, the technical support given by HFHN will include both the reconstruction of fully damaged houses and retrofitting of partially damaged houses. All households supported by HFHN will be encouraged to include the construction of a toilet, as per HFHI's minimum Housing Quality Standards. HFHNs technical assistance pillar will be implemented at the National, District and VDC levels.

1. National Level

HFHN will begin at the National level by setting out principles for technical assistance as specified by DUDBC curriculum by developing partnerships with other stakeholders. National Level technical assistance will also include the capacity building of Partner Organizations (PO) and Community Based Organizations (CBO).

2. District Level

District level implementation will consist of bridging national level and VDC level knowledge and training. Trainers from the district level will have received training from engineers and building professionals at the national level and will in turn disseminate information to individuals at the VDC level. It will benefit both locally hired engineers and VDC employed engineers so that they are capacitated in project management and seismic techniques.

3. VDC Level – Housing Support Service Center (HSSC)

Technical assistance delivered by HFHN will be provided through the set-up of Housing Support Service Centers (HSSC). Housing Service Support (HSS) is defined as non-financial services and products that will enable a household to make improvements to their house on their own. The services offered at HSSCs will be similar to those services envisioned through the government designed Resource Service Centers, but offered strictly at the VDC level. In each selected VDC, a HSSC will be set up and operated with the leadership of the project manager of HFHN's partner organization. They will work with a cadre of technical trained staff and social mobilizers to support community members in the collaborative owner driven reconstruction efforts. The HSSC will be located at or around the premise of the VDC office in order to establish a close working relationship with the local government and the community. The location of the HSSCs will facilitate the project's integration into the government grant program and ensure the sustainability of the services provided by involving local government employees in the implementation process and building the capacity of each individual VDC. This set-up will be supportive to the GONs implementation strategy and will ensure a smooth exit strategy since HFHN's partner organization and PIU staff has been working together throughout GONs recovery program. The time period for the exit of HFHN's partner organization HSSC staff (manager, engineer and social mobilizers) will be determined in coordination with PIU staff after sufficient capacity is built to take over the project implementation as per HFHN program strategy.

At the HSSCs, beneficiaries will be able to seek guidance from trained architects and engineers on building plans, drawings and design strategies. They will be able to ask questions and get answers in regard to construction techniques and how to adapt the layout of their house to the site. Local engineers at HSSCs will be assisted by a team of trained (technical and social) site supervisors to monitor trained and certified construction workers and the quality of the construction materials being used at their site. Beneficiaries will be able to ask questions about their Bill of Quantities and get information regarding the status of grant disbursement from trained managers who are able to effectively facilitate these and other pressing questions brought to them by the community. The HSSC will therefore, create an enabling environment for the affected population as a whole and increase their access to technical support for the reconstruction of their houses.

These HSSC services are aimed at mitigating quality deficiencies, saving beneficiaries' time and money, and helping home-owners to receive the full benefits that safe and adequate housing can offer. The centers will also serve as a catalyzer for the delivery of vocational trainings for both skilled and unskilled labor, as well as site supervisors through courses and the hands-on construction of demonstration houses and mock-ups. Vocational training will focus on capacity building for construction workers,

developing their capacity and increasing safe construction practices in a way that can complement their already existing skills.

Skilled laborers will receive capacity training in DUDBC curriculum, including hands-on construction of mock-ups, and will be able to quickly implement this knowledge in the field. Unskilled labor and individuals not currently involved in building and construction fields will also be able to receive training through the DUDBC curriculum, and will receive hands on training towards the end of their coursework through the completion of a demonstration house. This demonstration house can be utilized as the HSS Center, and after project completion can be handed over to the most vulnerable community members as identified through PASSA, as per tiered assistance. (*see Point C: Tiered Assistance*)

Following the completion of their training, previously unskilled laborers will have the ability to apprentice with a skilled laborer who was a DUDBC curriculum graduate. As an apprentice, individuals will rapidly increase their capacity on the job. Once they have completed their apprenticeship successfully they will be certified and these newly skilled laborers will be able to use their knowledge to take charge of their own reconstruction, as well as well as transition into building careers in their community as an income generating activity.

Through the technical assistance approach, HFHN will stress the communication of safe construction practices through cascading socio-technical facilitation that will be supported at the national, district and VDC level.

C. TIERED ASSISTANCE

The Tier Service model will be developed through the application of designated indicators of chronic poverty and vulnerability in keeping with the CBS developed database, taking into account family savings, remittance, and income. Digitized lists as developed on the DDRC level and as per CBS database will be the basis for the vulnerability assessment. The PASSA groups will through the implementation of wealth ranking participatory approaches identify three categories of households: non-poor, transit-poor and chronic poor. The categories as identified by the PASSA groups will be cross-checked with the information as per CBS database and through the application of the designated indicators by the implementing partner and VDC staff. The final results will be linked with the GIS mapping and HHFN electronic information management database, taking into account the privacy and data protection right of the beneficiaries.

Once all beneficiaries are categorized following the Tier Service Model, different types of non-financial assistance will be available for each category of the Tier-model. GoN identified beneficiaries will receive the Government grants in three installments, which includes assistance in linking up with a bank or MFI (for loan disbursement) for those that qualify. For those whose socio-economic situation does not allow for a loan disbursement, the Tier Service model will assist in these conditions with non-financial assistance at various levels, customized to serve each qualified beneficiary.

For those beneficiaries classified as chronic poor with limited capacity to participate in an owner-driven reconstruction programming (child headed households, female headed households, households with over five children, families with disabilities or who are part of historically marginalized groups etc.) livelihood and income generating activities will be provided as assistance.

Tiered assistance will give the most vulnerable households the non-financial support they need to begin participating in income generating activities, so that they may build their own capacity. This model will also play a role in the technical assistance that is provided. For example, individuals who qualify under the Tier Service model will be able to enter a training program in DUDBC curriculum that will transform them, over time, into capable skilled building professionals.

Besides livelihood support, different types of non-financial support can be provided to households identified as chronic poor, for example, through the provision of Goods in Kind (GIK) (e.g. Construction materials, tools, livelihood promotion assets) or as per livelihood initiatives explained under Point D, Market Development.

The category of non-poor and transit poor will, as per request, be linked with banks, MFIs and other financial institutions for the provision of low interest loans.

D. MARKET DEVELOPMENT

Market development initiatives can be divided in two groups. While the market supply chain will be supported as per identified need in communities, livelihood initiatives will mainly be identified by the PASSA groups. Additional support given through The Tiered Service Model will also be part of market development initiatives.

1. Housing Market supply chain

Support will be provided to the housing market supply chain to ensure the availability of quality, affordable construction materials during the project's implementation and beyond. National and local level suppliers are encouraged to improve the quality of materials where needed. The following activities could be implemented if the need arises:

- *Asses and address the gaps in the housing market by increasing capacity*. This includes providing support to these markets to address the quality issues by seeking linkages with government institutions and NGOS.
- *Develop a value chain program* which will form the basis for the development of further housing assistance projects in support to the project implementation, depending on the results of the market mapping and research study.
- *Supply chain support*:
    - Support the development of a district supply chain strategy including logistics measures, improved access, expansion of local production, market and storage capacities in association with business and economic development actors.

  - Support and coordinate technical, financial and environmental advice for brick and block fabricators, timber and bamboo processing, preservation and forestry management.
  - Support material testing services and quality assurance mechanisms at district level, for steel, blocks and concrete and other materials and elements.
- *Market monitoring*:
  - Carry out regular monitoring of the construction market such as the source, quality and price of construction materials and works, labor, and transport.

Market development and housing value chains ought to be linked with support provided at district level. Support to the local market can be provided through:

- *Mapping local vendors* for quality control purposes, putting a quality control system in place, identifying gaps and proving assistance in obtaining quality materials through district level linkages.
- *Identify venders with quality materials* and create community linkages through the HSSC.
- *Work with local venders* to develop projects which could support the market value chain.

2. Livelihood

Several initiatives are envisioned for livelihood support in communities (construction and non-construction related), but will only be implemented if identified as a need by the PASSA groups. Training and interest free loans for purchase of tools through a tool library will be provided through the partner organization:

- Vocational training for unskilled labors and individuals with no prior construction capacity;
- Small family business related to brick making and/or compressed mud brick making activities;
- Bamboo cultivation and/or treatment of bamboo;
- Rental service for construction equipment, including delivery and pick-up from site and formwork for rammed earth construction, brick making machine, construction tools…

3. Livelihood generation tiered assistance

Additional non-financial support will be provided to vulnerable groups of chronic poor, as identified by the PASSA groups the aforementioned vulnerability index. While working as an apprentice, trained laborers will be paid by the project for the provision of free labor to identified vulnerable households. Non-financial support will also be given by capacity building training and providing low rental fees for brick making machines and formwork for rammed earth construction so that individuals are able to utilize free locally available materials in the construction of their own homes. For remote villages, a free transportation system for construction materials can be established. This will ensure that the cost of materials for households in easy reachable areas is similar to the cost of those same materials in remote areas.

VI. PROJECT CHALLENGES

Challenge 1: As disaster-resistant and low-cost renewable construction materials become higher in demand, market shifts may cause prices to increase.

Mitigation: Habitat will adapt shelter designs based on the costs and availability of resources. In addition, Habitat has well-established supply chain delivery mechanisms in Nepal which will be leveraged to the maximum.

Challenge 2: Transport of materials is currently still suffering from the earlier fuel crises; in addition transport to remote locations may be hindered by distance, road hazards and monsoon rains. Many areas are extremely isolated in extremely mountainous areas with difficult access and movement only possible in some areas by foot, where materials have to be transported by porters, limiting the volumes appropriate for distribution.

Mitigation: Habitat provided different types of housing designs which are adapted to the local habits and availability of construction materials. Since this program is based on an owner-driven reconstruction approach, and therefore the house owners are the driving force behind the construction, local available materials will be utilized or purchased. Additionally, HFHN will provide support to the market value chain to ensure the availability of good quality materials in identified areas.

Challenge 3: Availability of labor – In many areas large numbers of working age males have left Nepal to seek work in the construction industries in other countries such as Malaysia and the Gulf States. This skills migration has left a large number of female-headed households (approximately 20%), placing a significant strain on women who are responsible for all agricultural activities and childcare, and reducing their capacity to engage in reconstruction and self-recovery activities.

Mitigation: Habitat's model includes local vocational training to facilitate the construction works and also encourages communities to take on self-help strategies together by sharing labor resources and burdens. This model will also ensure that females are included in vocational trainings.

Challenge 4: Targeting of beneficiaries could be compromised by caste issues. Dalit 'untouchable' communities may not be factored in local administrative lists.

Mitigation: Knowing these cultural issues, Habitat will make special efforts to ensure this vulnerable group is not excluded from assistance through cross-referencing checks.

Challenge 5: Further natural disasters may complicate access to many areas and potentially cause further displacement, destruction, and potentially delays.

Mitigation: This is a continual challenge working in the area and is impossible to mitigate entirely; however, Habitat will lean on its experience working in these conditions and with partners to overcome any challenges from additional earthquakes.

Challenge 6: There are security concerns in some areas of Nepal, particularly in more remote locations.

Mitigation: Before areas are selected HFHN will ensure that these areas are secured and declared safe to work in.

Challenge 7: Community dissatisfaction of targeting criteria for assistance may be an issue given the scale of destruction and economic insecurity of many people in Nepal.

Mitigation: Community mobilization and sensitization efforts in coordination with the district and relevant authorities will help to mitigate this.

Challenge 8: Corruption is an issue in Nepal and may become an issue during beneficiary selection.

Mitigation: HFHN will implement a blanket approach in each selected VDC. Within a VDC the beneficiaries for additional tiered support will be identified through the community participatory approach supported by the implementation of the vulnerability index.

Challenge 9: Government's priority on reconstruction activities are overridden by political and other emerging agendas.

Mitigation: This is a continual challenge and is impossible to mitigate entirely; however, Habitat will lean on its existing in country relationships and will work closely together with local authorities to ensure their full support to the project implementation.

VII. MONITORING AND EVALUATION

A thorough monitoring and evaluation system will be put in place where each HFHN staff member and staff from the partner organization will fulfill a dedicated role. Monitoring is a continuous process that will be supported with specific checklists/reports on each level through established Apps with real-time links to the GIS/database system. Evaluations will be done mid-term and at the end of each project implementation process.

A. METHODOLOGY TO MEASURE PROJECT SUCCESS

For the last several years, Habitat has integrated Standards of Excellence across the organization, against which all Habitat offices are assessed annually; these include SPHERE[3], HAP[4], People in Aid[5], and others. As the new Core Humanitarian Standard (CHS) on Quality and Accountability[6] rolls out and partly replaces these, Habitat will work toward full application of the CHS as well. Specifically with regard to monitoring and evaluation, Habitat is committed to working toward:

- Assessment of the local context to ensure targeting of vulnerabilities and ex-ante appropriateness of program design;

[3] Humanitarian charter and minimum standards in humanitarian response - http://www.sphereproject.org/about/
[4] Humanitarian accountability standards - http://www.hapinternational.org/what-we-do/hap-standard.aspx
[5] International code of good practice in human resources management - http://www.peopleinaid.org/code/
[6] Standards for humanitarian response quality and effectiveness - http://www.corehumanitarianstandard.org/the-standard

- Monitoring of targeting, to ensure integrity of the process, impartiality, and need-based inclusion;
- Ongoing monitoring of implementation to ensure that programs are appropriate, relevant, effective, and timely;
- Implementation of safe and responsive feedback mechanisms through which communities and people affected by crisis may lodge complaints; and
- Evaluation of programs to ensure that they are implemented with integrity, effective in contributing to intended outcomes, and that those lessons are captured and systematically used to improve programming over time.

B. MONITORING & EVALUATION SET-UP

The Housing Recovery and Reconstruction mapping as described under chapter V will serve as base-line against which all construction activities will be measures. This database and related maps will be kept up-to-date by expert local staff to ensure it relevance and an excerpt of the relevant maps and data will be shared on monthly basis as progress updates with donors.

1. Habitat for Humanity Nepal staff

The overall responsibility of the program implementation lies with the program director who will manage all donor relationships and coordination on national level supported by the program team and the HFHN financial department. The implementation on the ground, including provision of trainings and technical assistance will be provided by the partner NGO staff with support from HFHN staff. The program team consists following roles:

Role	Description	Coordination
Program director (1)	Overall responsibility for the program implementation.	Donor relationships and coordination on National Level
Senior Manager Support Services (1)	Responsible for the overall quality assurance of the program in all selected districts and the performance of the NGO and HFHN DR staff. This role will cross-check all reports developed by the District Project managers.	- Assist District Project Manager regarding partnership relationships and coordination with governmental authorities on district level. (DDRC, DDC, DAO and district level HRRP staff)
Senior Manager technical support (1)	Responsible for the quality assurance of all technical aspects of the program in support to the Partner NGO supported by HFHN technical staff.	- Technical coordination GoN (National, district and VDC) - Technical staff partner NGO
District Project Manager (1 per district)	Responsible for the overall project implementation at the district level. This role maintains regular contact with the HCCS project manager and HSSC team. In coordination with District Project Engineer and District Monitoring	- Partner relationship - Coordination with governmental authorities on district level. (DDRC, DDC, DAO and district level HRRP staff)

	Community Mobilizer, this role is responsible for the development of the monthly progress report and quarterly narrative report after monthly, bi-monthly and quarterly field visits are undertaken. Ensures that GIS maps and database are updated in real-time in coordination with GIS/database expert.	
Project Engineer (1 per district)	Has the overall responsibility for the quality assurance of the construction work at the district level, supports and maintains regular contact with HSSC engineer.	- With HSSC engineer(s)
Monitoring Community Mobilizer (1 per district)	Has a permanent presence in the district and will monitor the community mobilization process in the VDCs in coordination with the NGO community mobilizers as per implementation timeframe.	- With partner community mobilizers

2. Partner NGO staff

Besides the support of the regular partner NGO staff, specific roles will be responsible for the project implementation on the ground. The final number of staff will depend on the number of affected households per VDC. All roles fulfill their specific tasks within the set-up of the HSSC.

Role	Description	Coordination
HSSC Project Manager (1 per VDC)	Responsible for the project implementation on the ground in coordination with the HSSC engineer and direct line-manager of all NGO field staff in one VDC. Any inconsistency will be reported immediately to the HFHN program team through an established mechanism. Responsible for all reporting in VDC and real-time update of GIS/database system.	-District Project Manager -PIU -VDC
HSSC Engineer (1 per VDC)	Responsible for all technical assistance provided through the HSSC and providing support for vocational training. This role will sign off on construction completion as part of the government installment plan in coordination with the PIU Engineer. Technical issues shall be reported immediately and solved in coordination with the project engineer.	-Project engineer -PIU engineer

Community mobilizers (3 per VDC)	Undertake the community mobilization process in all 9 wards. Monitored by the HFHN monitoring community mobilizer.	- HFHN monitoring community mobilizer - PIU community mobilizer
Social and Technical Site-supervisors (2 per ward- depending on number of affected HHs)	Supervises the construction sites on a daily basis, including technical supervision and social support. Reporting via Apps linked in real-time to GIS/database system.	- HSSC engineer - Community mobilizers - PIU community mobilizer
Architect (1 per NGO)	To adjust housing designs and BoQ as per need of the community.	- HSSC engineer

3. Beneficiary accountability mechanism

To ensure beneficiary accountability, a culturally appropriate feedback mechanism will be put in place to enable good lines of communication between HFHN, the target communities, and local implementing partners. The feedback mechanism will be maintained on field level with direct reporting lines to high level HFHN program team staff. The implemented mechanism will be in line with the GoN envisioned system and feedback to beneficiaries will be provided in coordination with GoN local implementation unities.

4. Lessons learned

Findings from the monitoring and evaluation activities described above will inform how HFHN and its partners adjust and improve the above described project implementation. Training curriculum will be modified, training modules will be updated, and the areas of focus for technical assistance could be altered. These lessons will be used systematically to improve programming over time. Overall coordination and M&E support will also be provided as per government guidelines.

VIII. TIMEFRAME

The overall strategic plan of HFHN envisions as the long term post-earthquake recovery to last five years **beginning in 2016 and ending in 2020**. However the current budget only allows a two years project. Therefore the project implementation at the VDC level is projected to take approximately 24 months per VDC.

The duration of the project and its implementation at various stages is dependent on availability of GoN grant and availability of additional funding from homeowners, influencing the timeframe in which they are able to rebuild.

Whilst the funding for all five VDCs, as described is this proposal is secured, future expansion of the program is anticipated to the districts of Sindhupalchok and Lalitpur depending on HFHN future funding opportunities.

See Annex Activity plan & timeframe

IX. BUDGET

See Annex Budget

Abbreviations:

BoQ	Bill of Quantities
CBO	Community bases organizations
CBS	Central Bureau of Statistics
DAO	District Administration Office
DDC	District Development Committee
DDRC	District Disaster Response Committee
DRRR	Disaster Risk Reduction & Response
DUDBC	Department of Urban Development and Building Construction
EMS	Electronic Management System
GIK	Gift in Kind
HFHI	Habitat for Humanity International
HFHN	Habitat for Humanity Nepal
HH	Households
HSSC	Housing support service center
HRRP	Housing Recovery and Reconstruction Platform
IEC	Information Education and Communication
INGO	International Non-Governmental Organization
MFI	Micro Finance Institution
MoU	Memorandum of Understanding
NGO	Non-Governmental Organization
NRA	National Reconstruction Authority
ODR	Owner-driven reconstruction
PASSA	Participatory Approach to Safe Shelter Awareness
TA	Technical Assistance
TSK	Temporary Shelter Kit
VDC	Village development committee