

Completion Report

form for projects

Name of Project: Emergency Relief Project (Distribution of Food Parcels, Ablas village, Hamdan District, Sana'a Governorate)

SECTION 1: Details of Recipient Organization

Name of your organization

Sanid Organization for Relief and Development

Full Address:

Republic of Yemen,
Sana'a City,
Algeria St.,
Next to the Future University

Person responsible

Mohammed Hameed Al-Kabous

Position

CEO of Sanid Organization for Relief and Development

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SECTION 2: Your Project

2.1. Project purpose

- Disaster response
 Water and sanitation
 Other (FOOD)

- Health care
 Orphan care

- 1- Receiving the cost of the project, a meeting was held by the Executive Administration of SORD in order to discuss the procedures to be taken place for the implementation.
- 2- Assigning a team for the purpose of implementing the project.
- 3- The project team made a meeting in which a team for field survey was chosen.
- 4- Coordinating with the official bodies related to the project.
- 5- Field survey team entry to the targeted area to choose the beneficiaries to targeted by the project.
- 6- Submitting the report of the survey result.
- 7- Determining the most vulnerable poorest and IDPs families and register 498 HHs according to the results of the survey.
- 8- Specifying the needs of targeted groups.
- 9- Making quotations for scheduled food materials to be supplied for the targeted groups.
- 10- Assigning a committee for making bid analysis.
- 11- Performing materials checking and conformity with merchant, and purchasing food items.
- 12- Supplying food items from merchant's where houses to the SORD's.
- 13- Assigning distribution team ,delivering the coupons to the targeted persons, informing them about the exact place of and set the date for distributing the food packages.
- 14- Assigning the Media team for making media requirements (multiple-sized banners, stickers- ...etc.
- 15- Transfer the food items to the distribution center in the nearest area of the beneficiaries so that they do not bear any further burdens or additional costs.
- 16- Going to the targeted site and distributing food parcels according to the coupons handled to the beneficiaries in advance.
- 1- Document all stages of the project (video + photography).
- 17- Preparing completion report.

2.3. Project location: where did you do?

Country	District	Town/Village
Yemen	Hamdan	Ablas village

2.4. Time scale and duration

Project start date	Project end date	Duration (in month)
December 2019	May 2020	Six months

2.5. The beneficiaries (first round of project)

Total number of beneficiaries (please estimates as exactly as possible) : 598 people

Men Women Children Families

Please also explain the socio-economic background of the beneficiaries (per each location)

The current project is targeting four categories of the Yemeni society in the targeted area:

- 1- IDPs: because of the devastating war and the ongoing economic blockage, the targeted IDPs -like millions of Yemeni people- left their original residence and moved to another places where they find no housing, no food and even no essential items to still alive.
- 2- Some families headed by widows were targeted by the project to help them in their struggling for feeding their children.
- 3- The project targeted a number of families who are marginalized socially and economically and really in dire need for essential items of food.
- 4- The majority of targeted families are ones of the poorest needy households who have children suffering from acute malnutrition.

2.6. How exactly did your project benefit the local community?

The project helped to fulfill food needs of 80% of the targeted families whose sufferings have increased with the current situation in the country.

2.7. Is your program impact for sustainable development to local community? Please explain what impact your project has had and how it provided sustainable development to your local community.

The project is consider a life-saving food (emergency) project in the time of disasters and wars. It is essential impact that alleviate the humanitarian sufferings of families affected by war in Yemen. However, the project will secure food for six months for the targeted families.

C A R E F O R H U M A N I T Y

2.8. Describe the practical aims and objectives that you achieved, using table below.

Aim/objective	How did you do it?	Outcome
Alleviating the sufferings and sorrows of the targeted families affected by war and fulfilling their food needs.	Distributing 498 food parcels for six rounds, 83 each round	Secure the essential food needs for 598 households for six months.

2.9. How did you monitor whether your aims and objectives have been achieved?

Prior to the implementation:

The needs of targeted families for food were identified through field survey .

During the implementation :

Random samples of beneficiaries were asked ,when receiving their food items, About the benefit they will get from the project. All of them confirmed that the program will secure 80% of their food needs

After implementation:

Random samples of targeted households were checked by the team members and they noticed that the objective of the project was achieved.(Documented by photos)

2.10. Do you have recommendations for future projects?

We recommend projects that :

- 1- Financing life-saving (food, water, medicine).
- 2- Financing a similar food project for 3000 families that affected by war to contribute and alleviate their suffering also to meet their needs for food.

2.10. Publicity material about the projects outcomes.

As we at ACT Foundation are accountable to our donors we require publicity materials which demonstrate that the work was carried out satisfactorily.

Which of the following materials is enclosed showing project implementations or aid distribution?

- Bank statement showing credit to your account in local currency or receipt (**essential**)
- Minimal 3 beneficiaries statements **AND photo their photo(essential)**
- Photographs (**essential**) **please send high resolution photos, minimum 300 dpi*
- Photographs of at least 1 beneficiaries that fill beneficiaries statement (**essential**) **please send high resolution photos,*
- Video (*optional*)
- Newspaper articles (*optional*)
- Other (*please specify*)

Please also enclose any other report which you may find helpful to improve our work.

SECTION 3: Expenditure details

3.1. How much did you receive from ACT Foundation?

1 st instalment	\$ 5000.00	Date	10/2019
2 nd instalment	\$ 22,000.00	Date	9/2019
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Total	\$ 27,000.00		

3.2. What was the total amount credited to your account in local currency?

Please enclose copy of bank statement (essential)

15,822.00

3.3. Exchange rate used: 1 USD =

586.00

3.4. Was there any underspent? If yes, how much?

\$

3.5. Expenditure breakdown for above project - please refer only to ACT Foundation funding.

PROJECT COSTS Please specify below	For how many people?	Amount for 1 st Round	Amount (of six rounds)
Food Parcels Prices	598 persons each round	3,606.35	21,638.1
Program Manager	1	50	250
Accountant	1	38	190
M&E	1	40	200
Logistic	1	40	200
Price Quotations Analysis Committee	3	40	40
Screening Committee	3	40	40
National Committee Supervisor	2	25	125
Field Survey Team	3	30	30
Media	1	38	190
Field survey Data Documenter	1	40	40
Distribution Team	6	40	200
Laborers fees	4	16	80
Transport fares	5	104	520
Sundries	5	98	490
Banners	7	6.89	48.23
Flags	12	4.31	51.72
stickers	500	0.17	85
Stands	2	8.62	17.24
Flags banners	6	3.44	20.64
Vest + logos printing	24	12.17	292.08
Institutional fees			2,251.99
Total Amount Received from ACT Foundation			27,000.00\$

Beneficiary Statement 1

Name (*please send pic of him/her with their name as the file's name)	Age	Male/Female
Ali AbdoAllah Ahmed Sa'ad Allah	41	Male

Town	Village

Total No. of People in the beneficiary's family: 8

Family's Background (please include information such as how many are employed, their occupations, what education they have, how many under 18 years old or babies, and so on
workers: There are no family workers
Occupations : There is no
under 18:6
education: illiterate children

The impact of the project for the family's lives:
Temporary relief that secure their needs for food , the impact is paramount, as they have met their need somewhat.

Hopes and Aspirations:
I hope to continue to provide us with support and NFIs assistance.

Any Other comments:

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Beneficiary Statement 2

Name (*please send pic of him/her with their name as the file's name)	Age	Male/Female
Hamood AbdoAllah Al-Haimi	53	Male

Town	Village
Sana'a	Al-Haima

Total No. of People in the beneficiary's family: 13

Family's Background (please include information such as how many are employed, their occupations, what education they have, how many under 18 years old or babies, and so on
Father: helpless- unemployed .
Mother: Not educated
Members of family 13 with mother and father.
under 18: they are all small kids except for parents

The impact of the project for the family's lives:

The partial alleviation of the suffering of families and the provision of partial food materials gave them comfort in this aspect over the medium term while the. Nevertheless, the family's other aspects of life still unfulfilled.

Hopes and Aspirations:

. To continue to help so that they can search for suitable solutions

Any Other comments:

Nothing

Beneficiary Statement 3

Name (*please send pic of him/her with their name as the file's name)	Age	Male/Female
med Hasan Al-Hosali	40	Male
Town	Village	

Total No. of People in the beneficiary's family: 7

Family's Background (please include information such as how many are employed, their occupations, what education they have, how many under 18 years old or babies, and so on

The parents are illiterate with small kids.

The father is daily-based worker who has no job most of times

The impact of the project for the family's lives:

To alleviate the suffering of the family by providing them with food that covers their needs for at least six months, as well as providing nutrition for the malnourished child through nutritional supplements. The cases will be followed up for 3 months to measure the target score through a clear improvement in health . By weight and measurement. This in itself also relieves the family of the consequences of providing child food and treatment.

Hopes and Aspirations:

1- look for ways to live through small income generating project..

2- Support families in small projects so that they can count on them self- reliant to meet their basic needs.

We look forward to the continuation of the Foundation in providing aid and projects for malnutrition, health and education, which are the basis of construction and development.

Any Other comments:

The family extends its thanks and gratitude to ACT organization

For their help and interest Yemeni people and relieve them of part of their suffering

