**CASH FOR SHELTER IN SALAHADEEN**

**RECOMMENDATIONS OPERATIONAL STRATEGY**

October 2017

## Project activity details

Project duration: 18 months (April 2017 – September 2018).

Target: 500HH (300HH rehabilitation of shelters; 200HH cash for rent).

Location: Salahadeen governorate

Budget for grants for safe and adequate shelter & sanitation facilities (rehabilitation or rent), including transfer fees for cash and vouchers

**Project implementation**

*Shelter needs assessment*

The needs assessment will provide the information about the vulnerabilities of the potential beneficiaries. I would suggest interviewing more households than the target in order to identify the most vulnerable ones. Depend on the characteristics of the location, I would suggest interviewing the following:

* If the number of HH living in the location is much bigger than the target, conduct the interview to around 800HH and select the 500 most vulnerable ones.
* If the number of HH living in the location is slightly bigger than the target, conduct the interview to all of them and select the most vulnerable ones.

The needs assessment must include questions related with the following:

* Selection criteria: Already developed by MEAL.
* Technical needs and capacities: Housing conditions, property status, capacity of household to repair the damage, etc.
* Modality of assistance: Cash/voucher/in-kind; delivery mechanism; access to markets, etc.

*Market assessment*

A market assessment must be conducted in each location to identify access to markets for construction materials, price of the materials, capacity of the vendors and wholesalers, preferences of consumers, etc. It is important to contact the shelter cluster and REACH (JRAM) and check if there is any existing assessment in the same location done by another actor in order to avoid duplication of efforts.

If the assessment is conducted by ourselves, the number of interviews will depend on the size of the market but it is recommendable at least the following:

* 15 traders
* 5 wholesalers
* 10 consumers

Price monitoring should be conducted during the implementation of the activity in order to identify potential price fluctuation. I would suggest conducting a price monitoring once per month. If the fluctuation is more than 30%, it is recommended to revise the cash value and adjust it accordingly.

The tool can be based on the JRAM and JPMI adapting the tool to construction materials.

*Modality of assistance*

This is a conditional cash assistance restricted to access to shelter in two different ways:

* Cash for rent:

Eligible beneficiaries must have access to a shelter with the minimum standard conditions, which includes access to running water, access to hot water, sufficient toilets according to the number of individuals living in the shelter, proper insulation and waterproofing, access to heating system and occupancy ratio (at least 3.5m2/person).

It is also important to take in consideration the risk of eviction. If there is no existing contract, we might consider facilitating the contract between the owner and the tenant. Oxfam can also consider the possibility of providing a tripartite contract between landlord, beneficiary household and Oxfam.

The amount of this assistance can be calculated in two different ways: 1) Based on individual cases, which requires proper documentation justifying the cost of the rent (i.e. rental contract); 2) Based on the standard amount calculated in the shelter cluster for each region of Iraq. In the case of Salahadeen, the standard amount for Salahadeen is ….. USD. I would recommend basing the amount following the cluster recommendations to be in line with other interventions. However, the price of the rent must be closely monitored and adjust the amount accordingly.

Beneficiaries can be divided in different categories according to the level of the household vulnerabilities (high, medium and low) and receive the assistance accordingly (100%, 50%, 25%). However, I would recommend distributing the 100% of the rental cost to all families in order to avoid social tensions. A proper vulnerability assessment must be conducted and the most vulnerable families must be selected.

* Cash for shelter rehabilitation

Eligible beneficiaries must have access to a shelter with urgent need of rehabilitation and repair. The selection of the final beneficiaries will necessitate cross-referencing the socio-economic criteria with the shelters’ condition (i.e. bills of quantities collected by the engineer/technicians). In general, rehabilitation works can be divided in three areas: Privacy and weather protection (windows, doors, etc.); Structural safety (fixtures, cracks, corroded ceilings, etc.); Hygiene condition (bathroom and kitchen facilities). Normally, shelters are selected if they need rehabilitation in, at least, two of these three areas.

It is important to know the tenure of the shelters in order to reduce the risk of eviction. The different types of tenure must take in consideration the following:

Occupancy without no legal status: Normally it requires high effort for rehabilitation and securing land rights is, in general, very difficult.

House/apartment tenant: The rehabilitation works must be discussed and agreed with the owner and the tenant. It is important to check if there is an existing rental contract. If not, Oxfam might consider the possibility of facilitating a contract. The rehabilitation in this kind of tenure might include advocacy to the owner to ensure the tenant rights and to ensure that the price of the rent will not be increased after the rehabilitation.

Land tenant: The house is owned but the land is rented. We can also ensure the land rights through a contract. However, this case is much more complicated when the shelter must be completely rebuilt rather than doing minor rehabilitation.

The amount of the assistance will depend on the BoQ prepared by the engineer and agreed with the household beneficiary (and the owner if needed). That means, each beneficiary will receive a different amount depending on the shelter needs.

The conditionality of this assistance follows the idea that assistance is distributed after completing each rehabilitation phase. Based on this, I would suggest distributing the cash in three installments in order to avoid that money is spent in other items (50%, 30% and 20%). The engineer/technicians/enumerators must monitor on a daily basis the progress of the work, submit a report and request the next installment for each household.

The engineer must provide a report of each household showing the improvements of the shelter.

*Financial Service Provider (FSP)*

The most common FSP is Hawala. A Hawala company must be selected through a tender and sign an agreement to provide the following:

* Cash for rent on a monthly basis during three months for 200HH
* Distribution of cash to 300HH for shelter rehabilitation in three different installments and different amounts for each HH.

The agreement must include: Time-frame of the project, total amount to be distributed, service fee, distribution system, payment system to beneficiaries, security, reimbursement from Oxfam, rights and responsibilities of each part.

A weekly plan must be submitted in advance to logistics and confirm each distribution two days in advance minimum.

# *Monitoring and evaluation tools*

The monitoring and evaluation must be ensured at different levels. In case of cash for rehabilitation, monitoring will help in supervising the works, to ensure that beneficiaries are spending the money accordingly and to solve any problem that can arise. In case of cash for rent, monitoring must include price monitoring and the use of assistance.

Monitoring tools must be used as:

* During distributions: Process of the distribution (+ exit survey), distribution results, security.
* Home visits: Shelters visited regularly by enumerators and engineer to supervise the works, prepare reports and request the payments.
* Hot-line: A hot-line number provided to beneficiaries as feedback and complaints mechanism.
* Price monitoring: To check any possible inflation.
* Post-Distribution Monitoring: Use of cash, access to markets, shelter improvements, etc.
* Provide the results of the activity to the shelter cluster and the Activity Info platform to avoid duplications.

*Standard Operational Procedures*

Please, refer to the SOPs for a transparent and accountable implementation of the activities.