



NFI and Emergency Shelter CASH-BASED INTERVENTION (CBI) VOUCHER DISTRIBUTION AND REDEMPTION REPORT											
Report Date: 01/04/2020						Distribution Date(s): 27/03/2020					
Pipeline Request Reference* <i>(if the distributed items come from pipeline)</i>						N/A					
Distribution Location Information											
State				Lakes							
County				Yirol West							
Payam				Matbaar(Gengeng)							
Exact location/Boma				Pierchiok							
GPS Coordinates				Latitudes 06'33'21.76 Longitudes 30'29'57.96							
Site/settlement Type				PoC <input type="checkbox"/> Collective Centres <input type="checkbox"/> Spontaneous <input checked="" type="checkbox"/> Others <input type="checkbox"/>							
Displacement Type				Conflict affected <input checked="" type="checkbox"/> Disaster affected <input type="checkbox"/> Other (Specify) <input type="checkbox"/>							
Distribution Team Details											
Name			Agency			Title			Contact (email, mobile, sat-phone)		
Godfrey Oyet Moris			Plan International			ES/NFI Project Coordinator			Godfrey.Oyet@plan-international.org +211925647676		
Bayak Isaac			Plan international			ES/NFI Officer			Isaac.Bayak@plan-international.org +211920810704		
Abraham Akuejok			RRC representative			Enumerator			+211923226000		
Beneficiary Numbers: Breakdown by Population and Support Type <i>(please provide ONLY actual data collected from the distribution list, not estimations)</i>											
NON-FOOD ITEMS (NFI)											
Population Type*:		New IDPs <input checked="" type="checkbox"/> 20 %, Protracted IDPs <input type="checkbox"/> _____%, Returnees <input checked="" type="checkbox"/> 10%, Host Communities <input checked="" type="checkbox"/> 70 %, Others (specify) _____ <input type="checkbox"/> _____%									
HOUSEHOLDS		INDIVIDUALS									
TOTAL		Total		0 – 18 years		19 – 59 years		60 + years		Vulnerability (total)	Location
M	F	M	F	M	F	M	F	M	F		
8	52	312	342	122	134	164	183	26	25		Matbaar (Gengeng)
EMERGENCY SHELTER											
Population Type*:		New IDPs <input checked="" type="checkbox"/> 10 %, Protracted IDPs <input type="checkbox"/> _____%, Returnees <input checked="" type="checkbox"/> 15%, Host Communities <input checked="" type="checkbox"/> 85%, Others (specify) _____ <input type="checkbox"/> _____%									
HOUSEHOLDS		INDIVIDUALS									
TOTAL		Total		0 – 18 years		19 – 59 years		60 + years		Vulnerability (total)	Location



M	F	M	F	M	F	M	F	M	F		
8	52	312	342	122	134	164	183	26	25		Matbaar(Ge ngeng)

Beneficiary Numbers: Breakdown by Location

If the distribution took place in multiple locations and/or the beneficiaries had multiple places of origin, please complete this table indicating the number of beneficiaries per location and/or place of origin.

Payam	Boma	Households	Individuals	
Matbaar	Pirchiok	60	Total	Total
			Male	312
			Females	342

Stock Distributed

Procuring organization and warehouse from which stock was sourced	Traders (through restricted paper commodity vouchers)	
Quantity of each item distributed per household <i>- specify variations by household size</i>	1. Plastic Sheeting = 1	
	2. Mosquito Net= 1	
	3. Half Kitchen Set (consisting of 2 cups, 2 plates, 1 serving spoon, 1 sauce pan and 3 table spoon) =1	
	No variations according to household size	
Total quantity of each item distributed in the response	1. Plastic Sheeting = 60 Pcs	
	2. Mosquito net = 60 Pcs	
	3. Half Kitchen set = 60 sets	

Type of Item	Brand/Manufacturer	Style/Version #	Size	Colour	Other
1. Plastic Sheeting	Vendors	Plastic Sheeting, (4x6) white	4x6	Grey	
2. Mosquito Net	Vendors	Mosquito Nets (LLTN), size 4x6*, rectangular in shape	4x6	Blue, Green	
3. Half Kitchen Set	Vendors	Aluminum sauce pan with a lid, Nickel big spoon/scoop, Nickel table spoon, Nickel cups, Nickel Plates	Various	White	

Summary of Distribution

- Where was the distribution held and how was it organised?
- What and how were beneficiaries informed?
- How was equal access ensured for men, women, girls and boys?
- How was order maintained during the distribution?

What actors were involved in the decision-making regarding the distribution process?

- Explain what role the following people had in the process: local authorities, partners, humanitarian officers, volunteers, beneficiaries, etc.

As detailed below, Plan International Staff, the Distribution Volunteers, the Vendors, Distribution Committee and the RRC worked together during the Redemption of Vouchers



1. Roles of Plan International Staff during Voucher Distribution and Redemption

- Overall supervision of the voucher distribution and redemption exercise.
- Organization of the Distribution Committee.
- Organization of community sensitization and awareness meetings.
- Beneficiary and stakeholder sensitization and awareness on voucher distribution and redemption activities.
- Training of the Distribution Volunteers prior to voucher distribution and redemption.
- Training of the beneficiaries and traders on the usage of vouchers,
- Communication of the entitlement value to the beneficiaries and stakeholders.
- Setting up the distribution and redemption schedule and sharing it with the vendors and the Distribution Committee.
- Sharing the beneficiary list and other transactions forms with traders prior to redemption.
- Guidance and coordination of the distribution and redemption process.
- Receive complaints from the beneficiaries, Distribution Volunteers, Distribution Committee and traders and address them.

2. Roles of Shelter/NFI Distribution Volunteers during Voucher Distribution and Redemption

- Conduct thorough verification of the beneficiaries before issuing the vouchers.
- Help Plan International Staff during beneficiary and stakeholder mobilization.
- Help beneficiaries sign using thumb print confirming that they have received their vouchers.
- Bring to the attention of Plan International Staff and Distribution Committee cases of missing names, lost vouchers and among other complaints as they arise in real time.

3. Roles of the Vendors During Voucher Redemption

- Receiving vouchers from beneficiaries and redeem them with the agreed Shelter/NFI items.
- Setting up the redemption site (their shops), neatly arranging items for easy collection by beneficiaries.
- Record the beneficiary names, items redeemed, the value of the redeemed vouchers and the date of transaction.
- Help the beneficiaries sign using thumb print confirming that they have redeemed their vouchers with the specified Shelter/NFI Items.
- Provide high-quality Shelter/NFI items to the beneficiaries to redeem with vouchers.
- Taking absolute care with Plan International documents such as beneficiary lists, redeemed vouchers and other transaction materials.
- Handover to Plan International staff all the redeemed vouchers, signed beneficiary lists and other transaction documents upon completion of the redemption process.
- Strictly allow the beneficiaries to redeem their vouchers with the agreed Shelter/NFI items without having to exchange vouchers for cash.
- Bring to the attention of Plan International Staff and Distribution Committee cases of missing names, lost vouchers and among other complaints as they arise in real time.

4. Roles of the beneficiaries during Voucher Distribution and Redemption

- Present their vouchers at the vendors' shops to redeem their items.
- Surrender after redemption their vouchers to the traders.
- Bring to the attention of Plan International any suspected cases of diversion including taxation of cash and vouchers.

Changes from assessment recommendations

-If there were any changes to the original plan, please explain what changes occurred and why they were necessary.

No changes were observed as per the assessment recommendations.

Targeting criteria

-Who finally received and why? Did the group to be targeted change in any way between the initial assessment and those who received on distribution day?



The target criteria remained the same as per the needs analysis plan with virtually no changes during the voucher distribution and redemption. The target group was primarily conflict-affected vulnerable members of the host community (75%), IDP's (10%) and returnees (15%) within Matbaar

Community-based targeting criteria was employed by Plan International in which the chiefs, beneficiary representatives and the RRC conduct beneficiary selection. The selected beneficiaries were then registered and verified by Plan International Staff in collaboration with the committee and the RRC.

Targeting criteria were further narrowed down to Female-Headed households, Pregnant and lactating women, Unaccompanied Minors, Unaccompanied elderly, people with no effective community links and people with physical and mental disabilities.

The returnees from within the country as well as Sudan and Uganda were targeted in this response as they lacked household utensils and shelters. The verification and voucher distribution team found out that there was a few number of returnees from Khartoum.

Challenges and lessons learned

-Did you face any major challenges, and/or learn any useful lessons?

Challenges

- There were cases of elderly and chronically ill persons unable to trek to the voucher distribution/redemption points. This was solved by the committee identifying any other able bodied individual in the household to redeem the items.
- Although not registered, some individuals made it to the voucher distribution/redemption and cash distribution points. This caused some delays.
- There was also difficulty in distributing the vouchers. The beneficiaries could not come in a central point as some were too old and could not move. So the team had to look for them location wise which took a lot of time.
- The voucher modality was too restricted in the sense that beneficiaries were left with no choice but redeem their vouchers with the pre-determined quantities of items agreed by Plan International and vendors. In future response, it's highly recommended to set up a voucher approach in which the beneficiaries can exercise choice and flexibility on the types and quantities of items to redeem with their vouchers while making ensuring that this does not exceed their voucher basket value.
- There were a lot of expectations on the side of the beneficiaries and some local authorities with regard to basket value and the quantities of items redeemed with vouchers. Plan International managed these expectations within the operational resource constraints while maintaining a high degree of transparency, involvement and participation of the stakeholders throughout the process.

Recommended next steps

-Should any further action be taken in the area by the Shelter and NFI Cluster, or other actors?

- Plan International to plan a Post Distribution Monitoring.
- Monitoring market performance in Yirol West on monthly and quarterly basis for future Cash-Based Transfer and other market-based responses.

Anecdotes, Stories, Photos

-Please share any interesting or illustrative stories of people's experiences, responses, and needs; and photos



Beneficiaries heading home from the trader



Items beneficiary received per Household

Please submit to IOM Juba (cc your Shelter and NFI Cluster State Focal Point)
Thank you!



Shelter Cluster South
ShelterCluster.org
Coordinating Humanitarian Shelters

