

# **PROJECT PROPOSAL**

---

## **ALTERNATIVE INCOME GENERATION FOR LIVELIHOOD SUPPORT TO CPG & VCF MEMBERS**

---

SUBMITTED TO



Nishorgo Network

---

**INTEGRATED PROTECTED AREA CO-MANAGEMENT PROJECT-IPAC**

**HOUSE # 68, ROAD # 1, BANANI, DHAKA-1213, BANGLADESH**

SUBMITTED BY:

---

**HIMCHARI CO-MANAGEMENT COMMITTEE**

**COX'S BAZAR, BANGLADESH**

---

**JANUARY 30, 2011**

---

## EXECUTIVE SUMMARY

---

For alternative income generation for Livelihood Support to CPG & VCF member's project is aimed to create alternative income generation opportunities to forest dependent communities. The Himchari Co-Management committee formed in 7 July 2010 for co-management of Himchari National Park (HNP), Ramu and Cox's Bazar under Integrated Protected area co-management project (IPAC). This organization is formed with Bangladesh Government Gazette notification number of MOEF/env-4/Nishorgo/105/sting/2006/398 dated on 23/11/2009 and has constitution, staff polices, procurement polices etc. This proposed project is six monthly duration.

The project objective is to keep off pressure on Park's and its constituent biodiversity in the best possible condition. Specifically, the following key objectives will be achieved during the implementation of the proposed project: To keep off pressure on Protected areas by providing sustainable income generation support to forest dependent communities like community patrolling groups/village conservation forum members who are residing in and around the PA areas. To raise capacity of co-management committee on project implementation and process of functioning co-management approach. Taking back forest dependent people from forest to non forest related business on different alternative value chain trades. There will be 30 CPG members for mushroom cultivation, 5 for Glossary and Tourist shop, 5 for Pond fish culture, 10 for rickshaw van, 5 for poultry rearing, 5 for agriculture, 5 for sewing & accessories and 10 for cow fattening/rearing. 82 men and women from VCF benefited on bamboo and cane made product development, 3 mobile hygienic seasonal fruits sale van and 20 ethnic community people will be benefited under weaving (Traditional Handloom) value chain trade from project directly.

It is very much cleared that majority household are landless and hardly living with own homestead land. They have no cultivable land for livelihood. Food deficit are very common to CPG/VCF member and lower middle class households. It varies from season to season. It depends on availability and scope of alternative source of income. They take loan from various credits providing NGOs are living with vicious cycle of poverty. They remain under poverty line becomes tense to do forest offense to back their weekly payment to NGO's. The CMC of HNP has realized to support on livelihood income generation. There are 180 CPG/VCF/P and ethnic community stakeholders will get training and support from the proposed project who are living in and around PA areas and landscape. There will be a project implementation committee who will implement project activities with supervision on behalf of CMC of HNP. Project implementation committee will produce monthly report in the monthly CMC meeting. They will monitor by site level impact project management staffs so that they remain on track in implementing project successfully.

TABLE 1: LOGICAL FRAMEWORK

cÖKí mvi ms†¶c	cwigvc †hvM <sup>w</sup> wb†`©kK	cÖZ`vwkZ djvdj	AbywgZ SzwK
<p>j¶¶:</p> <p>eb wbf©ikxj eb Unj `j l `wi<sup>a</sup> MÖvg msi¶¶Y †dviyg gwnjv†`i weKí Av†qi my†hvM m,,wóí gva`†g iw¶¶Z GjvKvi Dci Pvc Kgv†bv;</p>	<ul style="list-style-type: none"> <li>• eb Unj `j l MÖvg msi¶¶Y m`m`†`i eb cvnviv kw<sup>3</sup>kvjx n†e Ges e†bi Dci Pvc Kg†el</li> </ul>	<ul style="list-style-type: none"> <li>• mn-e`e` `vcbv KwguU l eb wefvM cÖKí ev`—evqb Kv†R AwfÁZv AR©b  </li> </ul>	<ul style="list-style-type: none"> <li>• cÖvK...wZK `y†h©vM Gi Kv†Y e`emv e`vnZ n†Z cv†il</li> </ul>
<p>D†k`:</p> <ul style="list-style-type: none"> <li>• eb Unj `j l `wi<sup>a</sup> MÖvg msi¶¶Y †dviyg m`m`†`i weKí Av†qi Rb` cÖ†qvRbxq cÖwk¶¶Y l mnvqZv cÖ`vb;</li> <li>• mn-e`e` `vcbv KwguU cÖKí ev`— evq†bi gva`†g `¶¶Zv AR©b </li> <li>• eb wbf©ikxj `wi<sup>a</sup> gvby†li eb wbf©ikxjZv Kgv†bv </li> </ul>	<ul style="list-style-type: none"> <li>• 30 Rb eb Unj `j m`m` gvki`g Pvl, 5 Rb gvQ Pvl, 5 Rb U`ywió kc, 10 Rb wi.v f`vb, 5 K...wl KvR, 5 †mjvB, 10 Mi` cvjb l 5 nuvm gyiMx cvjb Gi gva`†g RxweKv wbe©vn Kivi m¶¶gZv AR©b Ki†eb </li> <li>• 82 Rb `wi<sup>a</sup> cyi`l l gwnjv euvk l †e†Zi mvgMÖx Dbæqb cÖwk¶¶Y l mn†hvMxZvq RxweKv wbev©†n m¶¶g n†eb </li> <li>• 20 Rb b,-ZvEjK Rb†Mvóxi m`m` nv†Z eybv†bv ZuvZ cÖwk¶¶Y l mn†hvMxZvq RxweKv wbev©†n m¶¶g n†eb </li> <li>• 3 Rb m`m` 3 wU åvg`gvb f`v†b `^v` `m¶¶Zfv†e †gŠmygx dj weµq K†i RxweKv wbev†©n m¶¶g n†eb Ges mn- e`e` `vcbv KwguUi Znwej m,,wó n†el</li> </ul>	<ul style="list-style-type: none"> <li>• gv_v wcPz Avq e,,wx;</li> <li>• weKí Avq ea©K (†hgb; gvki`g, gvQ Pvl, U`ywió kc †mjvB cÖwk¶¶Y) Kvh©µ†gi gva`†g RxweKv wbe©v†ni AwfÁZv AwR©Z n†el</li> <li>• GB AwfÁZv weKí Kg© ms` `v†bi my†hvM e,,wx†Z Kv†R jvMv†bv hv†el</li> </ul>	<ul style="list-style-type: none"> <li>• KwviMix `¶¶Zvi l cÖhyw<sup>3</sup>MZ Kv†b Drcv`b e`nZ n†Z cv†il</li> <li>• gyjab l e`emvqxK `,,wó†Kvb †_†K KvR bv Ki†j †UKmB n†e bv </li> </ul>
<p>djvdj:</p> <ul style="list-style-type: none"> <li>• 30 Rb eb Unj `j m`m` gvki`g Pvl, 5 Rb gvQ Pvl, 5 Rb U`ywió kc, 10 Rb wi.v f`vb, 5 K...wl KvR, 5 †mjvB, 10 Mi` cvjb l 5 nuvm gyiMx cvjb Gi gva`†g RxweKv wbe©vn Kivi m¶¶gZv AR©b</li> </ul>	<ul style="list-style-type: none"> <li>• 75 Rb eb Unj `j m`m` RxweKv wbev©n K†i cwiev†i Rb` Aw_©K Avq Ki†Z m¶¶g n†eb </li> <li>• 20 Rb b,-ZvEjK Rb†Mvóxi m`m` cwievi nv†Z eybv†bv ZuvZ cÖwk¶¶Y l mn†hvMxZvi gva`†g RxweKv wbev©†n m¶¶g n†eb </li> <li>• 82 Rb `wi<sup>a</sup> cyi`l l gwnjv euvk l †e†Zi mvgMÖx Dbæqb cÖwk¶¶Y l</li> </ul>	<ul style="list-style-type: none"> <li>• cÖwZ†e`b </li> <li>• gvV chv©†q cwi`k©b </li> <li>• e`vemvwqK g†bvfe e,,wx </li> <li>• `jxq mÂq</li> </ul>	<ul style="list-style-type: none"> <li>• cÖwZ†hvwmZvgyjK e`emvq wV†K _vKv </li> <li>• e`emvi avivevwnKZv a†i ivLv </li> </ul>

cÖKí mvi ms†¶c	cwigvc †hvM <sup>ˆ</sup> wb†`©kK	cÖZ <sup>ˆ</sup> vwkZ djvdj	AbywgZ SzwK
<p>Ki†eb </p> <ul style="list-style-type: none"> <li>82 Rb `wi<sup>a</sup> cyi<sup>l</sup>   gwnjv euvk   †e†Zi mvgMÖx Dbœeqb cÖwk¶Y   mn†hvMxZvq RxweKv wbev©†n m¶g n†eb </li> <li>20 Rb b,-ZvwËjK Rb†Mvôxi m`m<sup>ˆ</sup> nv†Z eybv†bv ZuvZ cÖwk¶Y   mn†hvMxZvq RxweKv wbev©†n m¶g n†eb </li> <li>3 Rb m`m<sup>ˆ</sup> 3 wU ávg<sup>ˆ</sup>gvb f<sup>ˆ</sup>v†b -<sup>ˆ</sup>v<sup>ˆ</sup> m<sup>ˆ</sup>†§Zfv†e †gŠmygx dj weµq K†i RxweKv wbev†©n m¶g n†eb Ges mn-e<sup>ˆ</sup>e<sup>ˆ</sup> †vcbv KwgwUi Znwej m<sup>ˆ</sup>,wó n†e </li> </ul>	<p>mn†hvMxZvq RxweKv wbev©†n m¶g n†eb </p> <ul style="list-style-type: none"> <li>3 Rb wfwmGd m`m<sup>ˆ</sup> 3 wU ávg<sup>ˆ</sup>gvb f<sup>ˆ</sup>v†b -<sup>ˆ</sup>v<sup>ˆ</sup> m<sup>ˆ</sup>†§Zfv†e †gŠmygx dj weµq K†i RxweKv wbev†©n m¶g n†eb Ges mn-e<sup>ˆ</sup>e<sup>ˆ</sup> †vcbv KwgwUi Znwej m<sup>ˆ</sup>,wó n†e </li> </ul>		
Kg©m~Px:			
`j MVb	<p>11 wU `j MVb Kiv n†e  30 Rb eb Unj `j m`m<sup>ˆ</sup> gvki<sup>ˆ</sup>g Pvl, 5 Rb gvQ Pvl, 5 Rb U<sup>ˆ</sup>ywió kc, 10 Rb wi·v f<sup>ˆ</sup>vb, 5 K...wl KvR, 5 †mjvB, 10 Mi<sup>ˆ</sup> cvjb   5 nuvm gyiMx cvjb `†j me©†gvU 75 Rb Unj `j m`m<sup>ˆ</sup>, 20 Rb b,-ZvwËjK Rb†Mvôxi m`m<sup>ˆ</sup> nv†Z eybv†bv ZuvZ mvgM<sup>ax</sup>, 82 Rb `wi<sup>a</sup> cyi<sup>l</sup>   gwnjv euvk   †e†Zi mvgMÖx Ges 3 Rb wfwmGd m`m<sup>ˆ</sup> 3 wU ávg<sup>ˆ</sup>gvb f<sup>ˆ</sup>v†b -<sup>ˆ</sup>v<sup>ˆ</sup> m<sup>ˆ</sup>†§Zfv†e †gŠmygx dj weµq mivmwi cÖKí n†Z mnvqZv cv†eb </p>		
cÖwk¶Y, lwi†q†Ukb   mfv	<p>5 wU cÖwk¶Y Gi gva<sup>ˆ</sup>†g 90 Rb m`m<sup>ˆ</sup> cÖwk¶Y c†eb  90 Rb m`m<sup>ˆ</sup> lwi†q†Ukb gZ wewbgq mfvq AskMÖnY Ki†eb </p>		
DcKiY mnvqZv cÖ`vb	<p>180 Rb m`m<sup>ˆ</sup> (Unj `j  </p>		

cÖKí mvi ms††c	cwigvc †hvM <sup>ˆ</sup> wb†`©kK	cÖZ <sup>ˆ</sup> vwkZ djvdj	AbywgZ SzwK
	wfwmGd) 5,93,000 UvKvi mnvqZv cv††eb		
cÖwZ†e`b ^Zix, gwbUwis, gvV cwi`k©b, AwWU BZ <sup>ˆ</sup> vw`	2 wU †KvqvU@vi wfwEK cÖwZ†e`b   1 wU gvwmK, cÖKí mgvß cÖwZ†e`b, gvV cwi`k©b cÖwZ†e`b BZ <sup>ˆ</sup> vw`		

## JUSTIFICATION/BACKGROUND

The Himchari Co-Management committee has been formed in 7 July 2010 for collaborative management of Himchari National Park (HNP), Ramu-Cox's Bazar under 'Integrated Protected Area Co-management Project (IPAC)'. The Himchari co-management committee comprises of 19 different stakeholders including Village Conservation Forums (VCFs) those are dependent on Forest Resources. This organization has been formed with Bangladesh Government Gazette # MOEF/env-4/Nishorgo/105/sting/2006/398 dated on 23/11/2009 and has constitution, staff polices, procurement polices etc.

The participation of the local communities, (e.g. CPG, VCFs, PFs) local government and the FD has been guaranteed with the formation of council and committee. The local level organization is officially responsible for conserving the forest, developing alternative livelihoods for local people (VCFs, PFs), and ensuring the welfare of the forest and forest people. Its lower tier is called the VCF and is authorized to hold general discussion on relevant issues and to make soft recommendations. Members of local communities (VCF, PF) are offered general membership in the council.

The HNP has been established to preserve the remaining natural hill forest patch of Reserve Forest in 1980 under the Wildlife Preservation Amendment Act 1974 with the area of 1729 hectare. The park is situated in the Kuniapalong, South Mithachari Union of Ramu Upazila and Jhlongja Union and Cox's Bazar Pourashava of Cox's Bazar Sadar Upazilla in the district of Cox's Bazar and the population size is about 50,000 who are living in and around surrounding Unions of HNP (Source, IPAC PRA report, April - 2009). Total number of VCFs under HNP is 35. Total member of these VCFs are 1986.

CPG & VCF are the front line associated staffs of the co-management process where CPG assisting to the forest department in patrolling and VCF member are the flat form of bottom level of the process. The local government members, civil society member and owner of the resource user institutions that ensures direct participatory democracy. It offers equal opportunity to majority village residence including women and smallest community to discuss, criticize and propose relevant activities for co-management process.

Role of VCF: (I) CPG & VCF is usually meet to plan and prepare a 'menu' for village development and review the implementation of the plan by co-management organizations, (II) VCF is responsible to assist PF and CMC for selecting participants of beneficiary selection, (III) CPG & VCF is mandated to meet at least 12 times in a year; may meet more according to the necessary of community.

The primary Sources of income of peoples living around the Himchari National park are & agriculture, betel leaf cultivation, day labor, fishing, small trade and fire wood collection. It is around 10% HHs have no secondary income source. The poor peoples become forced to incline on forest resources for livelihood.

It is very much cleared from the PRA reports that about 80 % household are landless and hardly living with small homestead land their own. On the other hand 20% HHs has cultivable land and the rest HHs have no cultivable land.

Food deficit are very common with the poor CPG/VCF member and lower middle class households. Food deficit varies from season to season. It depends on availability and scope of alternative source of income. The poor people with micro credit program from major credit providing NGOs are living with vicious cycle of poverty line. They remain under poverty line becomes tense to do forest offense to back their weekly payment to NGO's.

Scope of opportunities: They have experience on various trades of agriculture, betel leaf cultivation, poultry rearing, Cow Patterning, Fish Culture and Management, Bamboo and Cane Made Handicrafts, Homestead Vegetable gardening, Small Trading, Eco-rickshaw puller training, Homestead Plantation etc. They are with no capital or working funds for different business and they have to do daily labors.

## 5. DESCRIPTION OF THE PROPOSED PROJECT

---

- **Objectives:**

The main objectives of this proposed project is to reduce pressure on Himchari Park's and its constituent biodiversity in the best possible condition. Specifically, the following key objectives will be achieved during the implementation of the proposed project:

- To reduce pressure on Protected areas by providing sustainable income generation support to forest dependent communities like community patrolling groups/village conservation forum members who are residing in and around the PA areas.
- To raise capacity of co-management committee on project implementation and process of functioning co-management approach.
- Taking back forest dependent people from forest to non forest related business on different alternative value chain trades.

- **Final Results:**

- 180 CPG/VCF men and women will get benefits directly from proposed project as alternative income generation support.
- Fifty percent forest dependency will be reduced keep off pressure and Biodiversity will be increased.
- A working capital (support amount) will be established.
- Alternative income generating and value chain activities will be identified and adopted the participants.
- Income of the project participants will be increased.
- Decrease the dependency on forests.
- Financial management capacity of the CMC will be improved.

- **Methods:**

The success of the project implementation is the sound fund management system guided by approved guideline of CMC. The CMC of HNP will be responsible for overall fund management. Their will be project implementation committee who will execute project activities. About eighty one percent fund of the project will be use for income generation supports and rest of the fund will be use as training and orientation. CMC of HNP will play the vital role for disbursement and monitoring of the fund. The Treasurer and Member Secretary will be overall in charge of the financial and accounting and reporting. In this regard existing procurement management guideline, financial guideline will be followed. The CMC of HNP will approve the

Plan. How much money will be get by a beneficiary will be depend on IGA but there will be a ceiling so that maximum beneficiary can get chance to improve livelihood.

The project will create opportunities to Mushroom cultivation, Bamboo and Cane made product development, ethnic weaving, tourist shop and pond fish culture support in landscape areas of HNP. It will create income generation opportunities to CPG/VCF members of men and women who live on forest resources for their livelihood. Moreover it will back forest dependent peoples to agriculture/agro-forestry related alternating income generation activities that release to grow up. The target people for the project will be able to improve their livelihoods and improve their existing economic situation through proper utilization of these natural resources in sustainable manner. This project will also ensure enhancing the biodiversity conservation and management. People with the limited scope of alternative means of living will get an opportunity to lead their life in a better condition and support their family from food security. This will also reduce the vulnerability and poverty. The project initiative will provide opportunity to the community people (VCF, PF) to engage in the alternative livelihood opportunity and sustainable way of Income Generation Activity (IGA).

### **Activities:**

- **Group Formation:** The CPG/VCF members will be grouped according to their income generation support.
- **Training/orientation/meeting:** Training, orientation and various meeting will organize to provide on the desired trades of Mushroom cultivation, Bamboo and Cane made product development, ethnic weaving, tourist shop and pond fish culture.
- **Group Savings:** The support from the project will be as working capital to them. They will start group savings in order to bring them on self dependent. They will not go to micro finance institution for credit. It will help to break the vicious cycle of poverty from credit circle.
- **Support:** After the training or orientation the proposed (partial) support will be provided to the designed trade from the project and the beneficiary contribute the rest of amount.
- **Meeting:** They will sit in monthly meeting to keep them aware on business mode and up to date information. CMC member will participate their meeting as observer to know their progress and situation.
- **Field Visit:** Project implementation committee (PIC) will frequently visit project sites and keep record to prepared monthly report for internal and external report.
- **Reporting:** The project implementation committee (PIC) will prepare monthly report and sends to funding authority monthly and quarterly basis. After completion of project a final report will be prepared.
- **Audit:** The audit will carried out at ending the project activities from internal or external audit firm clearance from funding authority.
- **Evaluation Methodology :**
  - CMC will form a Project Implementation Committee (PIC) selecting 3-5 members from committee for respective work area work ( i.e. on project site basis)
  - The appointed CMC member will work on voluntary basis.

- Project implementation committee (PIC) will prepared a work plan and then they produce it to the monthly CMC meeting. It will be approved in CMC meeting. All activities will be executed following approved plan and guideline.
- The PIC will prepare a monthly report before meeting for following of every successive month.
- There will be cent percent of CPG member and rest others planned to be the beneficiaries from VCF who are with skilled on respective trades.
- The project activities will be completed with time frame of pre-prepared work plan and report should be made accordingly.
- Internal audit will be performed every month.

**Communication and dissemination of results:**

- ✓ The communication methods will be applied over the beneficiaries involve directly and indirectly. The committee members will go to project areas and shared the outcomes activities with them.
- ✓ Project implementation committee (PIC) will arrange meeting at their office involving respective government officials, non government, and local authorities for focusing their activities performed successfully.

**6. WORK PLAN**

SL. No.	Activities/Sub Activities	March 2011 to February 2012												Remarks
		1	2	3	4	5	6	7	8	9	10	11	12	
1	Group Formation													
2	Training, orientation, meeting													
3	Purchasing Support Materials													
4	Distribute input support material to the groups													
5	Harvesting/Trading activities by the beneficiaries													
6	Technical Support for growth and maintenance													
7	Field Visit and monitoring													
8	Reporting progress													



9	Audit													
10	Result/Impact study													
11	Closing report													

## 7. SUSTAINABILITY PLAN

The main criteria of selecting project participants will be the direct community patrolling group members and poor VCF member from climate changed impacted landscape areas of Himchari National Park. All the project participants were selected by co-management committee. The vision of institutional development of the project participants is to initiate sustainable income generation that will reduce pressure to forest and the environment, increase biodiversity and create wealth to generate income in order to achieve the millennium development goals. The project implementation team (CMC) will show willingness to continue with Project activities after phase out the project. The on-going activities will attract support from volunteers, government departments, other NGOs etc.

The process of developing quarterly work plan will be participatory where key stakeholders will be involve, with facilitation from the project implementation team using group interview and field observation. Training of project participants are essential in laying a strong foundation for the development of conservation enterprise, which cannot be built without the help of technically skilled persons. The project will address specific training for the project participants on Mushroom cultivation, Bamboo and Cane made product development, ethnic weaving, tourist shop and pond fish culture for alternative income generating activities, organizational development and management etc. Project implementation team will hold regular visit and

follow up progress of the project with beneficiaries and related stakeholders. These closed trust relation will link up ample opportunity to explain business that assists to earn sustainable income from targeted enterprise.

Project monitoring is a process that will record achievements of its objectives and the work plan. The management team will form monitoring unit to facilitate this process. The monitoring unit will make regular visits to the field and observe on what is being done. It will maintain progress records at different stages. The facilitators will record to gather information and disseminate the same to the beneficiaries. The project will identify stakeholders/development partners from the government departments and non-government organizations to work with. Collaboration will provide efficient service delivery and sustain project activities after donor support.

IPAC team will impart training for CMC on monitoring the project activities of VCF who will directly be implementing proposed AIG activities. Regular basis IPAC will give technical services.

## 8. BUDGET

**Table 3: Budget**

SL	Head of Expenditure	Quantity	Unit Cost	Grant Amount (BDT)	Community Contribution	Total (BDT)
<b>A</b>	<b>Program cost (Support):</b>					
1	Mushroom cultivation	20	6000	100000	20000	120000
2	Tourist/Glossary Shop	10	6000	50000	10000	60000

3	Rickshaw/Van	10	7000	50000	20000	70000
4	Pond Fish Culture	10	6000	50000	10000	60000
5	Poultry rearing	5	6000	25000	5000	30000
6	Sewing and accessories	5	6000	25000	5000	30000
7	Cow fattening/rearing	10	7000	50000	20000	70000
8	Agriculture	5	6000	25000	5000	30000
9	Bamboo and Cane	82	2000	123000	41000	164000
10	Ethnic Weaving	20	3000	50000	10000	60000
11	Mobile hygienic fruits sale van	3	15000	45000	0	45000
<b>Sub-total - A</b>		<b>180</b>		<b>593000</b>	<b>146000</b>	<b>739000</b>
<b>B Training cost:</b>						
1	Mushroom cultivation	30	500	15000	0	15000
2	Ethnic Weaving	10	1000	10000	0	10000
3	Bamboo and Cane	40	500	20000	0	20000
4	Poultry rearing	5	500	2500	0	2500
5	Pond Fish Culture	5	500	2500	0	2500
6	Meeting and orientation	90	100	9000	0	9000
<b>Sub-total - B</b>		<b>180</b>		<b>59000</b>	<b>0</b>	<b>59000</b>
<b>C Administrative cost:</b>						
1	Office Supplies			10000	0	10000
2	Photocopy, mail, postage			5000	0	5000
3	Audit			10000	0	10000
4	Transport cost			5000	5000	10000
5	Travel and per diem			5000	5000	10000
<b>Sub-total-C</b>				<b>35000</b>	<b>10000</b>	<b>45000</b>
<b>Total Cost (A+B+C)</b>				<b>687000</b>	<b>156000</b>	<b>843000</b>

Total budget in BDT: Eight lac forty three thousand and grant amount is BDT six lac eighty seven thousand only.

## 9. PROPOSED SCHEDULE OF FUND DISBURSEMENT

**Table 4: The schedule of fund disbursement**

Installment for project Activities	Period (Months/Year)	Estimated Cost	% of Grant Amount
1st Installment	1st Quarter 3 month	5,50,000	80%
2nd Installment	2nd Quarter 2 months	1,37,000	20%
<b>Total</b>		<b>6,87,000</b>	<b>100%</b>

**In word:** Eight Lac Eleven Thousand Five Hundred only

**Table 5: Earning matrix from selected AIG/Value Chain per individual:**

SL	AIG/Value Chain	Time Frame	Earning in BDT.
1	Mushroom cultivation	Weekly	800
2	Tourist/Glossary Shop	Weekly	1,050
3	Rickshaw/Van	Weekly	1400
4	Pond Fish Culture	Yearly	20,000
5	Poultry rearing	Yearly	15,000
6	Sewing and accessories	Weekly	700
7	Cow fattening/rearing	Yearly	15,000

8	Agriculture	Yearly	15,000
9	Bamboo and Cane	Weekly	700
10	Ethnic Weaving	Monthly	3,000
11	Mobile hygienic fruits sale van	Weekly	1,400

## 10. SIGNATURE

---

I, the undersigned Mr. Abu Murshed Chowdhury, Chairman of Himchari National Park, Ramu-Cox's Bazar that is requesting financial assistance from the Small Grant component for the implementation of proposed activity related to "Creating sustainable Income for CPG & VCF members who are vulnerable to climate Change" certify that all the information in the grant application file is exact and correct.

Signature: .....

Date: 03 February 2011

---

## INFORMATION ON THE ORGANIZATION (PROFILE)

Type of Organization (CMO/RMO/ECA/Others): Himchari Co-Management Committee (Himchari Nishorgo Shongrokhon Shagstha), Himchari National Park, Cox's Bazar Range Office, Cox's Bazar.

Date of foundation (D/M/Y): Council formed on 07/07/2010 and committee formed on 04/08/2010  
With GOB Gazette no MOEF/env-4/Nishorgo/105/sting/2006/398 dated on 23/11/2009

**Address:**

Himchari Co-Management Committee (Himchari Nishorgo Shongrokhon Shagstha),  
Cox's Bazar Range Office,  
Mukti Joddha Sharani (Sayemen Road),  
Bharchara, Cox's Bazar.

Telephone Number: 01811624610

E-mail (if any): No

Contact Person: Mr. Abu Murshed Chowdhury

Position with the organization: Chairman

Contact person's address:

Mr. Abu Murshed Chowdhury

Himchari Co-Management Committee (Himchari Nishorgo Shongrokhon Shagstha) Office

Cox;s Bazar Range Office,  
Mukti Joddha Sharani Road  
Bharchara, Cox's Bazar.  
Telephone Number: 01811624610

Please list the Management Committee of the organization that will be involved in the implementation of the project. Insert rows as require

SL	Name	Designation in organization
1.	Mr. Abu Murshed Chowdhury	Chairman
2.	Mr. Sajal Kanti Paul	Member Secretary
3.	Mr. Moug Mra Thein Rakhine	Treasurer

Beneficiaries will be engaged in the project: Village and Union wise List of Beneficiaries, as per following table: 5 Beneficiaries List (Tentative)

SL	Name	Father's/ Husband's Name	Category		Age
			Male	Female	
<i>CPG member:</i>					
1	Salamot Ullah	Late-Mozaffor Ahmed	M		35
2	Bodoruzdiza	Late- Shafique Ahmed	M		35
3	Abdul MAlek	Late- Meher Ali	M		42
4	Akter Kamal	Golam Hossain	M		35
5	Nurul Kabir	Late- Fozol Ahmed	M		36
6	Bodoruzdiza	Late- Shafique Ahmed	M		32
7	Abdul Malek	Nozir Hossain	M		37
8	Niamot Ullah	Shafique Ahmed	M		28
9	Mahmudul Haque	Late-Hazi Rashid Ahmed	M		38
10	Abdul Karim	Late- Shafique Ahmed	M		38
11	Forruk Ahmed	Late- Shohor Mulluk	M		40
12	Salamot Ullah	Late- Shafique Ahmed	M		35
13	Suru Alam	Kabir Ahmed	M		35
14	Md. Yousa	Late-Nur Ahmed	M		30
15	Md. Habibullh	Late- Mou. Rashid Ahmed	M		36
16	Sayed Alam	Hazi Ashrafuzzaman	M		45
17	Md. Alam	Late- Aaur Rahman	M		42
18	Sultan Ahmed	Late- Nozir Ahmed	M		43
19	Faridul Alam	Late-Fozol Ahmed	M		45
20	Sayed Hossain	Late- Abdul KARim	M		46
21	Hasan Ali	Late- Fokir Mohmmed	M		42
22	Rashid Ahmed	Late-Fozol Karim	M		48
23	Jafor Alam	Late- Hazi Ashrafuzzaman	M		32
24	Nurul Islam	Late- Abdul Munaf	M		37
25	Nur Ahmed	Late- Mohammed Hossain	M		32
26	Dil Mohammed	Late-Siddique Ahmed	M		50
27	Jahanggir Alam	Nur Ahmed	M		26
28	Sayed Akbor	Late-Kobir Ahmed	M		29
29	Kabir Ahmed	Late-Md Zaman	M		28
30	Abdul Mabud	Late-Nazir Ahmed	M		35
31	Abdul Karim	Late- Mohammed Ali	M		36
32	Abul Boshor	Late- Farid Ahmed	M		26

SL	Name	Father's/ Husband's Name	Category		Age
			Male	Female	
33	Nurul Alam	Soltan Ahmed	M		32
34	Farid Alam	Jafor Alam	M		29
35	Sala Uddin	Abu Taher	M		27
36	Petan Ali	Late- Motiur Rahman	M		40
37	Sona Ali	Late-Sekandar Ali	M		32
38	Abu Taleb	Late-Mou. Soltan Ahmed	M		52
39	Shamsul Alam	Moklor Jama	M		32
40	Abdul Sukkur	Soltan Ahmed	M		52
41	Md. Shafiul Alam	Late- Ali Ahmed	M		28
42	Md. Habib	Late- Abdul Kader	M		35
43	Saker Ali	Late- Md. Shachi Headman	M		38
44	Abdul Latif	Late-Abu Shama	M		32
45	Nozir Ahmed	Late- Mobaruk Ali	M		39
46	Sultan Ahmed	Late- Mir Kashem	M		35
47	Abdullah Al Mitu	Hazi Hossain Ali	M		25
48	Abdul Gofur	Late- Abdur Rahman	M		46
49	Rafiqul Islam	Late- Nurul Islam	M		32
50	Hamid Hossain	Late- Lal Miah	M		45
51	Boshor Miah	Late- Moslem FG	M		25
52	Abdul Khaleque	Late-Hazi Monsur Ali	M		55
53	Bojendra Kumar Das	Late-Jogendra Kumar Das	M		45
54	Mofizur Rahman	Late- Mokbul Ahmed	M		48
55	Abul Monsur Putia	Late-Momtaj Ahmed	M		35
56	Nurul Islam	Late- Ali Ahmed	M		40
57	Ahmed Hossain	Late- Ashraf Ali	M		45
58	Abdus Salam	Late Nozir Hossain	M		45
59	Solim Ullah	Late- Sohor Mollik	M		35
60	Md. Abul Kashem	Hazi-Nur Islam	M		37
61	Nazi Hossain	Late- Md. Hanif	M		35
62	Md. Hasan	Late- Golam Kuddus	M		26
63	Mobinul Haque	Hossain Ahmed	M		35
64	Sirajul Islam	Late- Sultan Ahmed	M		45
65	Johirul Islam	Nurul Huda	M		35
66	Md. Helal Uddin	Rashid Ahmed	M		28
67	Abdullah Bari	Ataur Rahman	M		30
68	Md. Faruque	Md. Alam	M		29
69	Belal Hossain	Johirul Islam	M		28
70	Sultan Ahmed	Liakot Ali	M		38
71	Md. Aziz	Late-Salek Ahmed	M		29
72	Irfamn Uddin	Late- Abdus Samad	M		32
73	Rahim Ullah	Bodiul Alam	M		29
74	Sayed Alam	Nur Islam	M		35
75	Mahammadul Karim	Late-Md. Hossain	M		40
<b>VCF Member:</b>					
76	Shafique Ahmed	Md. Hossain	M		60
77	Abdus Salam	Ezahar Miah	M		45
78	Nurul Alam	Fozol Ahmed	M		55
79	Nasir Ahmed	Late-Mokbul Ahmed	M		45
80	Fozol Ahmed	Late- Abdur Rashid	M		60

SL	Name	Father's/ Husband's Name	Category		Age
			Male	Female	
81	Abdus Salam	Late-Kalachan	M		55
82	Md. Sekander	Fozol Ahmed	M		62
83	Surat Alam	Kalachan	M		55
84	Sayadul Haque	Late- Md. Hossain	M		25
85	Fatema Begum	Late- Md. Hossain		F	55
86	Rabeya Begum	Abdus Salam		F	56
87	Jashim Uddin	Late- Kobir Ahmed	M		25
88	Hajera Khatun	Aji Ullah		F	45
89	Jomir Uddin	Late-Abdus Salam	M		48
90	Abdul Kader	Abdul Karim	M		50
91	Mohana Begum	Jafar Alam		F	45
92	Rehana Begum	Abdul Gofur		F	46
93	Rahima Khutun	Abu Taher		F	40
94	Morshada Begum	Nurul Alam		F	42
95	Bulbul Akter	Sayed Alam		F	40
96	Rabiya Begum	Nurul Alam		F	42
97	Almun Nahar	Baduszzaman		F	26
98	Shaida Begum	Kabir Ahmed		F	30
99	Nur Aysha	Shamul Alam		F	23
100	Ismut Ara	Nurul Amin		F	29
101	Rasheda Begum	Daliwer Hassain		F	32
102	Altaz Begum	Nazir Ahmed		F	27
103	Gultaz Begum	Nurul Alam		F	28
104	Shaida Begum	Abdus Salam		F	30
105	Razia Begum	Abdul Hoque		F	32
106	Sakina Begum	Muzzmul Hoque		F	35
107	Salma Akter	Habib Ullah		F	32
108	Khursada Begum	Jafar Alam		F	29
109	Hasina Akter	Abdur Rahim		F	32
110	Hafiza Khutun	Monir Ahmed		F	45
111	Jhohora Khutun	Kabir Ahmed		F	42
112	Taslina Jhahan	Mozaher Ahmed		F	40
113	Hosen Ara	Furkun Ahmed		F	35
114	Hazara Khutun	Abdus Salam		F	45
115	Rokshana Begum	Sultun Ahmed		F	26
116	Amina Akter	Rasid Ahmed		F	38
117	Nur Begum	Mohammed Sayed		F	42
118	Momtaz Begum	Shamsul Alam		F	40
119	Sakera Begum	Faridul Alam		F	26
120	Nur Nahar	Late Nur Ahmed		F	30
121	Aysha Akter	Abdur Rahim		F	35
122	Mabiya Khutun	Habubur Rahaman		F	40
123	Layala Begum	Nur Ahmed		F	42
124	Anwara Begum	Mohammed Nabi		F	45
125	Shanowara Begum	Abdul Jabber		F	29
126	Hamida Begum	Sarut Alam		F	45
127	Nur Jhan Begum	Nurul Hoque		F	48
128	Sahina Begum	Nur Islam		F	32
129	Mahamuda Begum	Abdus Salam		F	45

SL	Name	Father's/ Husband's Name	Category		Age
			Male	Female	
130	Sahida Begum	Dudu Meah		F	32
131	Hazara Begum	Md. Mustak		F	39
132	Saleya Begum	Abdus Salam		F	45
133	Mabiya Khutun	Rashid Ahmed		F	48
134	Kamrun Nahar	Safi Ahmed		F	37
135	Aysha Akter	Abu Taher		F	38
136	Anwara Begum	Fazul Ahmed		F	42
137	Khursada Begum	Nurul Islam		F	40
138	Hazara Khutun	Md. Abdullah		F	45
139	Tahera Begum	Hason Ali		F	42
140	Jholaka Begum	Late- Nabi Hassain		F	38
141	Kulshoma Khatun	Sarut Alam		F	36
142	Mahamuda Khatun	Abdul Malek		F	43
143	Bulbul Akter	Nurul Hakim		F	44
144	Sabura Khatun	Nabi Hassain		F	36
145	Salina Begum	Abul Hasim		F	32
146	Gulser Begum	Safi Alam		F	48
147	Razina Begum	Nur Alam		F	46
148	Mahamuda Khatun	Abdul Matalab		F	42
149	Anwar Hassion	Hakim Ali	M		45
150	Jasna Akter	Jaker Hassain		F	40
151	Mohammed Islam	Late- Abul Khayer	M		42
152	Abdus Salam	Late- Md. Kalu	M		45
153	Abdur Rahim	Late- Fakir Ahmed	M		48
154	Nur Nahar	Late- Ali Ahmed		F	42
155	Rahima Akter	Nurul Hoque		F	45
156	Tayeaba Khatun	Ali Akbar		F	50
157	Abdul Jabber	Jakir Ahmed	M		48
158	Jakir Ahmed	Late- Md. Kalu	M		55
159	Mohammed Dadirul Alam	Saber Ahmed	M		45
160	Umaching	Uakakching		F	45
161	Moya	Chanko		F	42
162	Ayahan	Kambba		F	35
163	Umachaing	Mong Hera		F	44
164	Mong Thayen	Chanchakua		F	48
165	Uthama	Namea		F	50
166	Kakya	Haythay Chang		F	48
167	Majaka	Papu Ching		F	47
168	Makayhen	Damoung		F	46
169	Mha Athla	Chainlong		F	42
170	Khansen	Changsaong		F	45
171	Shamy	Mong Kamong		F	38
172	Uathayen	Umachang		F	40
173	Umen Chang	Mong Shafu		F	36
174	Mathin Sen	Shong Song		F	37
175	Rahat Jahan	Danu Meah		F	45
176	Ayuanchang	Kamuba		F	42
177	Fromaya	Kaykay		F	45
178	Sayed Alam	Dadu Meah	M		45

SL	Name	Father's/ Husband's Name	Category		Age
			Male	Female	
179	Salim Reza	Late- Md.Farduse	M		46
180	Jasim Uddin	Ezher meam	M		35

## RECORD KEEPING AND INTERNAL CONTROL

Bank Account No:

- STD-50

Title of Bank A/C:

- Himchari Co-Management Committee, (Himchari Nishorgo Shongrokhon Shagstha) Cox's Bazar.

Type of A/C (CD/STD/Savings/others):

- STD Account

Name of Bank, and Branch:

- Bangladesh Krishi Bank (BKB), Cox's Bazar Branch

Address:

- Cox's Bazar Branch, Cox's Bazar.

Name and Designation of person (s) authorized to sign the cheques:

- Member Secretary: Mr. Sajal Kanti Paul, Range Officer, Cox's Bazar Range, Cox's Bazar South Forest Division.
- Treasurer: Mr. Moug Mra Thein Rakhine, Chaul Bazar Road, Tekpara, Cox's Bazar.

Please describe your plan for Accounting, and other record keeping, documentation of the project activities. Also, describe your plan for internal control mechanism for Finance, and Assets. (Maximum ½ page)

Accounting System:

- CMC have a manual book keeping and accounting procedure until such time CMC management decides to computerize the existing accounting system. The CMC office has maintained the following book of accounts and vouchers for day-to-day record keeping. , Cash Book, General Ledger, Stock Register (if required), Fixed Asset Register, Payment Voucher, Payment Voucher, Journal Voucher
- No transaction is accepted as authorized unless is approved by the respective authority. The respective account officers will scrutinize the bills/vouchers of all the works of the projects. The scrutinized will be approved by Chairperson/President of Co management Committee. In the absence of Chairperson/President the person nominated by him will give the approval of the bills/vouchers.

**Banking:** The CMC will have the following policies for conducting and controlling the bank account:

- There will be separate interest bearing bank account for local contribution and foreign contribution. The salaries of the staff of the CMC will be paid through bank account by cheques. However, in considering the distance of the working area, time and certain other condition salary may be paid in cash. Each of the new projects of the CMC there will be separate bank account. Bank account of CMC will be conducted with the joint signature of the any two of the following:
  - i) Member Secretary                                      Signatory - 1
  - ii) Treasurer    Signatory - 2
- The accountant will prepare the cheques for withdrawal of cash from the account. In no case the bank operating persons (signatories) will prepare the cheques.
- The bank charges and the interest received from the banks will have to be taken into account in the proper manner.



- If any cheque is being cancelled, this cheque will be kept preserved as attach with the counter-folio of the cheque book marking “cancelled”.
- Any payment exceeding Taka 10,000/- for whatever the reasons must be maid through account payee cheque subject to prior approval of the Chairperson
- The cheques will be issued in the name of any organization or business institution and against the name of any person if he/she does not have any organization.
- Money receipts should be there in all cases of payments against any purchase or bill.
- The accountant will check all quotation, purchase order, invoice, bill etc while preparing any vouchers.
- While making any payment through cheque the receiver must sign on the back of the counter-folio of the cheque by the recipients or his/her authorized persons.
- The accountant should check the bank balance before preparing any cheque for withdrawal from the bank.

**Enclosures:**

1. Organizational Profile ,
2. Certificate of Registration and/or Published Govt. Gazette,
3. Certification of bank A/C provided by concerned bank,
4. Meeting Minutes with Signature of Management Committee,
5. Budget basis (if any, detail breakdown of each broad category),
6. Copy of the Policy Manuals (Constitution, Procurement, Travel & Perdiem, Personnel), which are provided by IPAC and approved by the Management Committee.