



Project Proposal Document

1- Information about the organization

Organization Name	TAALUF HUMANITAIRE ORGANIZATION
Address	Syria - Idlib - Tell al-Karama U003/00151
Registration Number	525
Registration Date	20/02/2025
Official Email	info@taaluf.ngo
Contact Number	+963944096623
Website	/https://www.taaluf.ngo
Contact Number	+963944096623
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2- Basic information about the project/initiative

Project/Initiative Name	A Space of Hope in Syria... Awaiting Life				
Implementation Location	SYRIA- Idlib Governorate – Al-Dana Area – Tal al-Karama SYRIA - Hama Governorate – Masyaf City				
Project Site Coordinates	36.213°N - 36.678°E / 35.064°N - 36.340°E				
Project/Initiative Duration	6 M				
Start Date	01/08/2026				
End Date	31/01/2027				
Budget	120000\$				
Number of Direct Beneficiaries	500				
Number of Direct Beneficiaries	Children	Women	Persons with Disabilities	Elderly	Men
	150	150	50	50	100
Number of Indirect Beneficiaries	2500 Indirect beneficiaries include family members of direct beneficiaries, as well as community members who benefit from improved access to services, increased awareness, and enhanced social cohesion resulting from the project activities.				

<p>Target Group</p>	<p>The target group of this project includes the most vulnerable and marginalized populations in Idlib (Al-Dana – Tal Al-Karama) and Hama (Masyaf City), including:</p> <ul style="list-style-type: none"> • Children, especially those aged 4–7 years, who require safe spaces and psychosocial support • Women, particularly those at risk and female-headed households • Youth seeking opportunities for community engagement and support • Persons with disabilities facing barriers to mobility and inclusion • Elderly individuals in need of social support services • Individuals with limited access to legal services • Internally Displaced Persons (IDPs) and returnees • Host community members in the targeted areas • Highly vulnerable cases requiring case management and referral services
<p>Describe how this group can benefit</p>	<p>Beneficiaries will gain access to a comprehensive package of integrated services aimed at improving their well-being and strengthening their resilience and social inclusion through:</p> <ul style="list-style-type: none"> • Children (4–7 years): Access to child-friendly spaces that provide a safe and supportive environment, along with psychosocial support activities that promote healthy development and reduce stress • Women and Youth: Enhanced opportunities for community engagement and life skills development, contributing to increased confidence and self-reliance • Persons with Disabilities: Improved mobility and social inclusion through tailored support and accessible services • Individuals in Need of Legal Support: Access to legal consultations that help them understand their rights and improve access to justice • Local Communities (IDPs, returnees, and host communities): Participation in community café activities that strengthen social cohesion and reduce tensions • Highly Vulnerable Cases: Benefit from case management services ensuring individualized assessment, support, and referral to specialized services

Project Context

The Syrian Arab Republic continues to face a complex and protracted humanitarian crisis driven by over 14 years of conflict, severe economic deterioration, and recurring environmental challenges. As of 2026, an estimated **15.6 million people** are in need of humanitarian assistance. However, only around **8.5 million individuals** are targeted due to significant funding gaps, leaving many critical needs unmet.

Protection needs alone affect approximately **14.7 million people**, highlighting widespread vulnerability, particularly among children, women, and persons with disabilities.

Within this context, the areas of **Idlib (Al-Dana – Tal Al-Karama)** and **Hama (Masyaf City)** are heavily impacted by the influx of internally displaced persons (IDPs), placing additional strain on already limited infrastructure and community services. Rural and underserved areas, in particular, experience severe gaps in access to integrated basic services.

Vulnerable populations face significant barriers in accessing protection services, psychosocial support, legal assistance, and disability-related services. The absence of integrated service centers results in **fragmented service delivery and weak coordination**, leaving critical needs unaddressed.

Children, especially those aged **4–7 years**, lack access to safe and supportive environments that promote psychosocial well-being, exposing them to increased risks. Meanwhile, persons with disabilities face substantial mobility and inclusion challenges due to limited availability of assistive devices and specialized services.

In addition, limited access to legal information and services restricts individuals' ability to claim their rights. The coexistence of host communities, IDPs, and returnees further underscores the urgent need to strengthen **social cohesion and reduce community tensions**.

Therefore, there is a critical need to establish and operate **integrated community centers (One-Stop Shops)** that provide multi-sectoral services in one location, including **case management, child-friendly spaces, legal consultations, disability support, and community café activities**. This approach will enhance access to services, strengthen protection outcomes, and contribute to improved community stability during the 6-month implementation period.

<p>The problem this project aims to address</p>	<p>Despite prolonged humanitarian efforts in Syria, vulnerable populations in underserved areas such as Idlib (Tal al-Karama) and Hama (Masyaf) continue to face significant barriers in accessing integrated, community-based services.</p> <p>The absence of multi-sectoral service centers has resulted in fragmented support, forcing individuals—especially children, women, persons with disabilities, and displaced populations—to navigate complex and often inaccessible systems to meet their basic protection and psychosocial needs.</p> <p>This gap leads to unaddressed protection risks, deteriorating psychosocial well-being, limited access to legal assistance, and increased social tensions between host communities, IDPs, and returnees.</p> <p>In the current recovery context, there is a critical need for rapid, locally accessible, and integrated service delivery models that can respond to urgent needs, improve access, and strengthen community cohesion within a short implementation period.</p>
<p>Overall Project Objective</p>	<p>To improve access to integrated services, enhance psychosocial well-being, and strengthen social cohesion among vulnerable populations in Idlib and Hama within a 6-month intervention.</p>
<p>Project objectives</p>	<ol style="list-style-type: none"> 1. To improve access to integrated protection and community-based services for vulnerable populations in Idlib (Tal al-Karama) and Hama (Masyaf) through two community centers. 2. To enhance psychosocial well-being and resilience of children and affected individuals accessing services in both centers. 3. To strengthen social cohesion and positive interaction between IDPs, returnees, and host communities in the targeted areas. 4. To improve access to legal awareness and basic legal support services for beneficiaries in both locations. 5. To promote inclusion, accessibility, and participation of persons with disabilities within the two community centers.
<p>Project Intervention</p>	<p>This project will establish and operate two integrated community centers, one in Idlib (Tal al-Karama) and one in Hama (Masyaf), providing a comprehensive package of protection and community-based services to vulnerable populations.</p> <p>Both centers will deliver the same standardized set of services, ensuring equitable access, consistency in quality, and a unified approach to service delivery across both locations. These services will include case management and referral, psychosocial support</p>

and child-friendly space activities, legal assistance, disability support, and structured community engagement activities.

By adopting a “one-stop-shop” model, the centers will reduce fragmentation of services and provide accessible, coordinated support in a single location, enabling beneficiaries to receive multiple services efficiently and safely.

The intervention is designed as a rapid 6-month response to address urgent protection and psychosocial needs, improve access to essential services, and strengthen social cohesion among internally displaced persons, returnees, and host communities in the targeted areas.

Through this integrated and localized approach, the project will enhance service delivery effectiveness, increase utilization of services, and contribute to improved well-being and resilience among vulnerable groups.

The project will ensure that both centers operate under the same technical guidelines, tools, and monitoring systems.

Project Activities	<table border="1"> <thead> <tr> <th data-bbox="597 888 971 940">Component</th> <th data-bbox="971 888 1463 940">Activities</th> </tr> </thead> <tbody> <tr> <td data-bbox="597 940 971 1388"> <p>1. Case Management</p> </td> <td data-bbox="971 940 1463 1388"> <ul style="list-style-type: none"> - Identification and registration of vulnerable cases in both locations. - Conducting needs assessments for beneficiaries. - Developing individualized case management plans. - Providing follow-up sessions and monitoring case progress. - Establishing referral pathways with service providers. - Tracking and documenting referrals. </td> </tr> <tr> <td data-bbox="597 1388 971 1766"> <p>2. Psych</p> </td> <td data-bbox="971 1388 1463 1766"> <ul style="list-style-type: none"> - Establishing and operating child-friendly spaces in both centers. - Delivering structured psychosocial support sessions for children. - Organizing recreational and educational activities. - Conducting caregiver awareness sessions. - Monitoring psychosocial well-being improvements. </td> </tr> <tr> <td data-bbox="597 1766 971 1963"> <p>3. Legal Assistance Services</p> </td> <td data-bbox="971 1766 1463 1963"> <ul style="list-style-type: none"> - Providing individual legal consultations. - Conducting legal awareness sessions. - Supporting documentation and </td> </tr> </tbody> </table>	Component	Activities	<p>1. Case Management</p>	<ul style="list-style-type: none"> - Identification and registration of vulnerable cases in both locations. - Conducting needs assessments for beneficiaries. - Developing individualized case management plans. - Providing follow-up sessions and monitoring case progress. - Establishing referral pathways with service providers. - Tracking and documenting referrals. 	<p>2. Psych</p>	<ul style="list-style-type: none"> - Establishing and operating child-friendly spaces in both centers. - Delivering structured psychosocial support sessions for children. - Organizing recreational and educational activities. - Conducting caregiver awareness sessions. - Monitoring psychosocial well-being improvements. 	<p>3. Legal Assistance Services</p>	<ul style="list-style-type: none"> - Providing individual legal consultations. - Conducting legal awareness sessions. - Supporting documentation and
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		<ul style="list-style-type: none"> follow-up of basic cases. - Referring complex cases to specialized providers. - Raising awareness on civil documentation.
	4. Disability Inclusion and Support	<ul style="list-style-type: none"> - Identifying persons with disabilities and assessing needs. - Providing tailored support and rehabilitation sessions. - Facilitating access to assistive devices when available. - Ensuring accessibility within both centers. - Promoting participation in community activities. - Conducting follow-up on support effectiveness.
	5. Community Engagement and Social Cohesion	<ul style="list-style-type: none"> - Organizing community café sessions in both locations. - Facilitating interaction between IDPs, returnees, and host communities. - Conducting cultural and social events. - Supporting youth-led initiatives. - Promoting peaceful coexistence and dialogue. - Monitoring participation and feedback.
<p>All activities will be implemented in both community centers in Idlib (Tal al-Karama) and Hama (Masyaf), using a standardized approach to ensure consistency, quality, and equitable access to services.</p>		

Logframe Table	Level	Results Statement	Indicators (KPIs)	Means of Verification (MoV)	Assumptions
	Overall Objective	Improved well-being, access to services, and social cohesion among vulnerable populations in Idlib and Hama.	<ul style="list-style-type: none"> - % of beneficiaries reporting improved well-being - % increase in access to services - % of participants reporting 	<ul style="list-style-type: none"> - Endline survey - Beneficiary feedback reports - M&E reports 	Stability in target areas and continued access to communities

			improved social cohesion		
	Outcome 1	Increased access to integrated protection and community-based services through two community centers	<ul style="list-style-type: none"> - # of beneficiaries accessing services - % of beneficiaries receiving at least one service - # of registered cases 	<ul style="list-style-type: none"> - Registration database - Attendance sheets - Case files 	Beneficiaries willing to access services
	Outcome 2	Improved psychosocial well-being of children and vulnerable individuals	<ul style="list-style-type: none"> - % of children showing improved PSS scores - # of PSS sessions conducted - % of caregivers reporting positive changes 	<ul style="list-style-type: none"> - PSS assessment tools - Session reports - Monitoring forms 	Safe environment for conducting sessions
	Outcome 3	Strengthened social cohesion between IDPs, returnees, and host communities	<ul style="list-style-type: none"> - # of community café sessions - % of participants reporting improved social relations - # of participants engaged in activities 	<ul style="list-style-type: none"> - Activity reports - Feedback surveys - Attendance lists 	Community willingness to participate
	Outcome 4	Improved access to legal awareness and basic	<ul style="list-style-type: none"> - # of legal consultations provided - % of beneficiaries aware of 	<ul style="list-style-type: none"> - Legal case records - Awareness session reports 	Availability of legal resources and partners

		legal support services	rights - # of cases supported		
	Outcome 5	Enhanced inclusion and participation of persons with disabilities	- # of persons with disabilities supported - % reporting improved access to services - # of accessibility adaptations made	- Disability assessment forms - Monitoring reports - Service records	Availability of assistive resources
Gender Equality and Diversity Inclusion through this Project	<p>All results will be achieved through the operation of two integrated community centers offering the same standard set of services in both Idlib (Tal al-Karama) and Hama (Masyaf).</p> <p>This project places strong emphasis on Gender Equality, Diversity, and Inclusion (GEDSI) to ensure equitable and safe access to services for all target groups without discrimination.</p> <p>The project adopts an inclusive approach that takes into account social and cultural differences while promoting a safe and supportive environment for vulnerable groups. It will:</p> <ul style="list-style-type: none"> • Ensure equal access for women and men to all project services and activities • Empower women and promote their active participation in community engagement • Design activities that respond to children’s needs, particularly by providing safe environments • Promote the inclusion of persons with disabilities and ensure accessibility to services • Deliver services that are sensitive to vulnerability, privacy, and dignity <p>The project also recognizes the unique context of Masyaf City, which is characterized by a harmonious mix of communities, ethnicities, and minorities. Building on this diversity, the project will:</p> <ul style="list-style-type: none"> • Promote peaceful coexistence and mutual respect • Implement activities that strengthen dialogue and understanding among different groups 				

- Ensure inclusive representation of all community components in project activities

Through this approach, the project contributes to building **more inclusive, cohesive, and resilient communities** during the recovery phase.

Timeline

The project will be implemented over a period of 6 months, structured into three key phases to ensure effective setup, quality service delivery, and proper evaluation.

Phase	Month	Key Activities
Phase 1: Setup and Initiation	Month 1	<ul style="list-style-type: none"> - Establish and equip both community centers in Idlib and Hama. - Recruit and train project staff and volunteers. - Develop tools, forms, and monitoring systems. - Launch community outreach and awareness campaigns. - Begin beneficiary identification and registration.
Phase 2: Service Delivery and Implementation	Months 2–5	<ul style="list-style-type: none"> - Deliver case management and referral services. - Operate child-friendly spaces and PSS sessions. - Provide legal consultations and awareness sessions. - Implement disability support activities. - Conduct regular community café and engagement activities. - Ongoing monitoring and data collection.
Phase 3: Consolidation and Exit	Month 6	<ul style="list-style-type: none"> - Continue essential service delivery. - Conduct endline assessments and beneficiary satisfaction surveys. - Evaluate project outcomes and impact. - Strengthen referral pathways and community ownership. - Prepare final reports and handover/closure activities.

	<p>All activities will be implemented simultaneously in both community centers using a standardized approach to ensure consistency, quality, and equitable access to services.</p>
<p>Project Evaluation</p>	<ul style="list-style-type: none"> • 1. General Project Information <ul style="list-style-type: none"> • Project Name: Integrated Community Center (A Space of Hope in Syria... Awaiting Life) • Implementing Organization: TAALUF HUMANITAIRE ORGANIZATION • Project Locations: <ol style="list-style-type: none"> 1. Tal Al-Karama – Al-Dana (Idlib) 2. Masyaf City (Hama) • Project Duration: 6 months • Implementation Period: 01/08/2026 – 31/01/2027 • Direct Beneficiaries: 500 individuals • Prepared by: Monitoring & Evaluation (M&E) Department • Report Date: 12/06/2026 • 2. Introduction <p>This report has been prepared during the pre-implementation phase of the Integrated Community Center Project to establish a comprehensive Monitoring and Evaluation (M&E) framework that ensures systematic measurement of performance and results.</p> <p>The project adopts a One-Stop-Shop integrated service model, providing:</p> <ul style="list-style-type: none"> • Case management and referral services • Psychosocial support (PSS) • Child-friendly spaces • Legal consultations • Disability support • Community cohesion activities <p>This report aims to ensure quality implementation, standardized measurement tools, and alignment with the project’s results framework (Logframe).</p> • 3. Purpose of Monitoring and Evaluation <p>The M&E system aims to:</p> <ul style="list-style-type: none"> • Track implementation progress against the timeline. • Measure achievement of project outcomes, not only outputs. • Assess project impact on: <ul style="list-style-type: none"> ○ Psychosocial well-being

- Access to services
- Social cohesion
- Support evidence-based decision-making.
- Ensure compliance with:
 - Protection standards
 - Do No Harm principles
 - Inclusion and equity
- Promote transparency and accountability.
- Document lessons learned and best practices.

- **4. Results Framework (Aligned with Logframe)**
- **Overall Objective**

Improve well-being, access to services, and social cohesion among vulnerable populations.

Indicators:

- % of beneficiaries reporting improved well-being
- % increase in access to services
- % improvement in social cohesion

- **Outcome 1:**

Improved access to integrated services

Indicators:

- Number of beneficiaries accessing services
- % of beneficiaries receiving at least one service
- Number of registered cases

- **Outcome 2:**

Improved psychosocial well-being

Indicators:

- % of children showing improvement in PSS scores
- Number of PSS sessions conducted
- % of caregivers reporting positive changes

- **Outcome 3:**

Strengthened social cohesion

Indicators:

- Number of community café sessions
- % of participants reporting improved relationships
- Number of participants
- **Outcome 4:**

Improved access to legal services

Indicators:

- Number of legal consultations provided
- % increase in legal awareness
- Number of supported cases
- **Outcome 5:**

Enhanced inclusion of persons with disabilities

Indicators:

- Number of persons with disabilities supported
- % reporting improved access to services
- Number of accessibility adaptations made
- **5. Key Performance Indicators (Operational KPIs)**
- **Case Management**
 - Number of registered cases
 - Number of individual case plans
 - Number of follow-up sessions
 - Number of referrals
 - Case closure success rate
- **Psychosocial Support & Child-Friendly Spaces**
 - Number of enrolled children
 - Number of PSS sessions
 - Attendance rate
 - Pre/post PSS assessment results
- **Legal Services**
 - Number of consultations provided
 - Number of awareness sessions

- Beneficiary satisfaction rate
- Number of referred cases
- **Disability Support**
 - Number of assessments conducted
 - Number of interventions delivered
 - Number of assistive services/devices provided
 - Participation rate in activities
- **Community Cohesion**
 - Number of community café sessions
 - Number of participants
 - Level of interaction
 - Satisfaction level
- **6. Data Collection Methodology (Means of Verification – MoV)**

Data will be collected using:

- Beneficiary registration forms
- Beneficiary databases
- Case management files
- Attendance records
- Activity reports
- Beneficiary satisfaction surveys
- PSS assessment tools
- Referral records
- Focus group discussions and interviews

Data collection will adhere to:

- Confidentiality principles
- Data protection standards
- Protection and ethical guidelines

- **7. Field Monitoring Plan**

The M&E team will:

- Conduct regular field visits to both centers
- Monitor quality of activity implementation
- Review beneficiary files
- Verify accuracy of reported data

- Monitor application of GEDSI principles
- Follow up on referral pathways
- Submit monthly monitoring reports

- **8. Quality Assurance**

To ensure quality:

- Standardized M&E tools will be used
- Regular data audits will be conducted
- Monthly analysis of indicators
- Internal review meetings will be held
- Beneficiary satisfaction will be assessed
- Continuous improvement based on feedback

- **9. Risks and Monitoring Measures**

Risk	Potential Impact	Mitigation Measures
Low participation	Reduced reach	Awareness campaigns and activity adaptation
Operational challenges	Delays in implementation	Rescheduling and adaptive planning
Limited staff capacity	Reduced quality	Continuous staff training
Community tensions	Reduced cohesion	Dialogue and mediation activities
Targeting errors	Exclusion of vulnerable groups	Regular review of beneficiary lists
Funding delays	Disruption of activities	Financial prioritization and contingency planning

- **10. Reporting Plan**

- Weekly internal reports
- Monthly reports (Outputs & KPIs)
- Quarterly reports (Outcomes)
- Final evaluation report (Impact & lessons learned)

- **11. Conclusion**

This M&E framework provides a comprehensive system based on:

- Clearly defined outputs and outcomes
- Measurable indicators

	<ul style="list-style-type: none"> • Verified data collection tools • Continuous quality improvement <p>It will contribute to:</p> <ul style="list-style-type: none"> • Improved project effectiveness • Enhanced transparency and accountability • Better decision-making • Achieving measurable and sustainable impact
<p>Project Sustainability Sustainability Plan</p>	<ul style="list-style-type: none"> • 1. Introduction <p>The sustainability of the Integrated Community Center Project is based on a multi-dimensional approach that focuses on capacity building, community ownership, strategic partnerships, and cost-efficient service delivery, ensuring the continuity of services beyond the project’s implementation period.</p> <ul style="list-style-type: none"> • 2. Capacity Sustainability • Objective <p>To ensure the continuity of services through strengthening local human resources.</p> <ul style="list-style-type: none"> • Actions <ul style="list-style-type: none"> • Train local staff on: <ul style="list-style-type: none"> ○ Case Management ○ Psychosocial Support (PSS) ○ Monitoring and Evaluation (M&E) tools • Develop standardized operational manuals and guidelines for both centers • Apply a Training of Trainers (ToT) approach to create local trainers • Gradually transfer knowledge from technical experts to local staff <p>Expected Result: Local teams will be able to independently continue service delivery with minimal external support.</p> <ul style="list-style-type: none"> • 3. Community Ownership • Objective <p>To gradually transfer project ownership to the local community.</p>

- **Actions**

- Establish **Community Committees** in both locations
- Engage:
 - Community leaders
 - Women
 - Youth
 - Persons with disabilities
- Empower volunteers to lead activities (especially community café sessions)
- Involve beneficiaries in:
 - Activity design
 - Service evaluation

Expected Result:

Strong community engagement ensures continued participation and ownership of the project.

- **4. Service Sustainability**
- **Objective**

To ensure the continuation of essential services after project closure.

- **Actions**

- Focus on **low-cost, high-impact services**, such as:
 - Group PSS sessions
 - Community cohesion activities
 - Referral pathways
- Integrate services into:
 - Community-led initiatives
 - Volunteer-driven activities
- Develop a **flexible operational model** that can adapt to limited resources

Expected Result:

Core services will remain functional even with reduced funding.

- **5. Partnership Sustainability**
- **Objective**

To ensure continuity through collaboration with key stakeholders.

- **Actions**

- Establish formal partnerships with:
 - Local NGOs
 - International organizations
 - Service providers (legal, psychosocial, protection)
- Strengthen and institutionalize **referral pathways**
- Coordinate with relevant governmental authorities
- Engage in coordination platforms (clusters / working groups)

Expected Result:

Beneficiaries will continue accessing services through partner networks.

- **6. Financial Sustainability**
- **Objective**

To reduce reliance on a single funding source and maintain operations.

- **Actions**
 - Develop a **funding diversification strategy**:
 - Apply for multiple grants
 - Engage different donors
 - Launch community-based support initiatives:
 - Volunteer engagement
 - Local fundraising campaigns
 - Minimize operational costs through:
 - Volunteer involvement
 - Resource-sharing with partners

Expected Result:

Partial or full continuation of services beyond the funding period.

- **7. Exit Strategy**
- **Objective**

To ensure a smooth transition at the end of the project.

- **Actions**
 - Implement a gradual transition phase during the final month:
 - Reduce direct external support
 - Increase community leadership
 - Transfer selected activities to:
 - Community committees

- Volunteers
- Handover tools, databases, and operational systems to local teams
- Formalize partnerships for continued service delivery

Expected Result:

A structured exit process that prevents disruption of services.

- **8. Institutional Sustainability**
- **Objective**

To ensure long-term organizational commitment to the project.

- **Actions**
 - Integrate the community centers into the organization’s long-term strategy
 - Position the project as a **replicable model**
 - Develop follow-up project proposals (Phase 2 funding)

Expected Result:

Project continuity under future organizational programs.

- **9. Sustainability Indicators**
 - % of activities continuing after project end
 - Number of active volunteers post-project
 - Number of sustained partnerships
 - Level of community-led management
 - Functionality of referral systems

Conclusion

The sustainability of the project is built on a combination of:

- Local capacity strengthening
- Community ownership
- Strategic partnerships
- Cost-efficient service delivery
- A clear exit strategy

This approach ensures that the project evolves into a **community-led, sustainable service model**, continuing to benefit vulnerable populations beyond the initial funding period.

Partnerships	<p>The project will be implemented in coordination with relevant governmental and non-governmental stakeholders to ensure effective service delivery and sustainability.</p> <p>At the national level, the project will engage with the Syrian Government, represented by the Ministry of Social Affairs and Labor, to ensure alignment with national priorities, facilitate coordination, and support access to vulnerable populations where applicable.</p> <p>At the operational level, the project will establish and strengthen partnerships with local organizations, community-based initiatives, and service providers to support referral pathways and enhance service integration.</p> <p>In addition, upon project initiation, the organization will actively seek collaboration with United Nations agencies operating in Syria, as well as international NGOs, to enhance coordination, avoid duplication of efforts, and maximize the impact of the intervention.</p> <p>These partnerships will support access to complementary services, strengthen referral mechanisms, and contribute to a more coordinated and efficient humanitarian response in the targeted areas.</p>
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Supporting information	
Preventive and Corrective Measures	Potential Risks
<ul style="list-style-type: none"> Conduct community awareness campaigns Coordinate with local leaders Design needs-based activities <p>Corrective Actions:</p> <ul style="list-style-type: none"> Adjust activity types or schedules Engage beneficiaries in program design 	<p>1. Low Beneficiary Participation</p> <p>Risk: Limited engagement in project activities</p>
<p>Preventive Measures:</p> <ul style="list-style-type: none"> Develop realistic planning Maintain contingency stock Ensure efficient resource management <p>Corrective Actions:</p> <ul style="list-style-type: none"> Reschedule activities 	<p>2. Operational or Logistical Challenges</p> <p>Risk: Delays in implementation or resource shortages</p>

<ul style="list-style-type: none"> • Prioritize essential services 	
<p>Preventive Measures:</p> <ul style="list-style-type: none"> • Recruit qualified staff • Provide regular training • Clearly define roles and responsibilities <p>Corrective Actions:</p> <ul style="list-style-type: none"> • Deliver additional training • Reassign tasks within the team 	<p>3. Limited Staff Capacity</p> <p>Risk: Reduced quality of implementation</p>
<p>Preventive Measures:</p> <ul style="list-style-type: none"> • Apply “Do No Harm” principles • Ensure inclusive programming • Promote dialogue and participation <p>Corrective Actions:</p> <ul style="list-style-type: none"> • Facilitate mediation sessions • Adapt activities to reduce sensitivity 	<p>4. Community Tensions</p> <p>Risk: Conflicts among community groups</p>
<p>Preventive Measures:</p> <ul style="list-style-type: none"> • Establish clear targeting criteria • Use transparent registration systems • Ensure accountability mechanisms <p>Corrective Actions:</p> <ul style="list-style-type: none"> • Review beneficiary lists • Address complaints and adjust processes 	<p>5. Misuse of Services or Targeting Errors</p> <p>Risk: Assistance not reaching the most vulnerable</p>
<p>Preventive Measures:</p> <ul style="list-style-type: none"> • Flexible financial planning • Cost-efficiency measures • Diversification of funding sources <p>Corrective Actions:</p> <ul style="list-style-type: none"> • Reprioritize activities 	<p>6. Funding Constraints or Delays</p> <p>Risk: Disruption or scaling down of activities</p>

<ul style="list-style-type: none"> Temporarily scale down non-critical components 	
<p>Preventive Measures:</p> <ul style="list-style-type: none"> Advance financial planning and maintaining an operational reserve to ensure continuity of activities Flexible activity scheduling aligned with expected cash flow Early coordination with the intermediary bank to monitor transfer timelines Regular financial tracking to prevent potential cash flow disruptions <p>Corrective Actions:</p> <ul style="list-style-type: none"> Temporarily adjusting implementation schedules based on available liquidity Utilizing short-term funding sources (if available) to maintain essential services Prioritizing critical interventions such as protection services and urgent humanitarian cases Rescheduling non-essential activities until financial flow stabilizes 	<p>7. Financial Risk (Delay in Fund Transfers via Global Giving)</p> <p>Risk: Potential delays in transferring funds from GlobalGiving to Syria due to international banking procedures, particularly when using an intermediary bank in Italy (Rome), which may affect cash flow and delay the planned implementation of activities.</p>

Activity schedule (activity – objective – when it will take place – who will facilitate - the activity – the director):

Activity	Objective	Timeline	Responsible Team	Manager
Center setup & operation	Establish a functional service delivery environment	Month 1	Admin & Logistics Team	Project Manager
Beneficiary registration	Identify and register target beneficiaries	Ongoing	Case Management Team	Project Coordinator
Case management & referral	Provide integrated support for vulnerable cases	Ongoing	Case Management Team	Program Officer
Child-friendly space activities	Improve children’s psychosocial well-being	Ongoing	PSS Team & Facilitators	Center Manager
Psychosocial support (PSS) sessions	Support mental health of beneficiaries	Ongoing	Psychologist	Center Manager

Legal consultations	Improve access to legal rights and services	Ongoing	Legal Advisor	Program Officer
Disability support	Enhance inclusion and quality of life	Ongoing	Protection Team	Program Officer
Community café activities	Strengthen social cohesion and dialogue	Monthly	Outreach Team	Center Manager
Monitoring & Evaluation (M&E)	Ensure quality and track impact	Ongoing	M&E Officer	Project Manager
Reporting	Ensure documentation and accountability	Monthly / Quarterly	Management Team	Project Manager
Final evaluation	Measure outcomes and impact	Month 5–6	M&E + Management	Project Manager

Exit Strategy (Project Exit Strategy)	<ul style="list-style-type: none"> • 1. Overview The project adopts a phased and structured exit strategy to ensure a smooth transition, avoid service disruption, and enable the continuity of key activities through local ownership and partnerships. • 2. Exit Objectives <ul style="list-style-type: none"> • Ensure continuity of essential services after project closure • Strengthen local ownership and leadership • Gradually reduce dependency on external funding • Maintain access to referral pathways and support services • 3. Exit Approach (Phased Transition) • Phase 1: Preparation Phase (Months 1–4) <ul style="list-style-type: none"> • Build capacities of local staff and volunteers • Establish community committees • Develop partnerships with local actors • Standardize tools, SOPs, and data systems • Phase 2: Transition Phase (Month 5) <ul style="list-style-type: none"> • Gradual reduction of external technical support • Increased leadership role for: <ul style="list-style-type: none"> ○ Community committees ○ Local staff • Joint management of activities between project team and community
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- **Phase 3: Handover Phase (Month 6)**
 - Transfer selected activities to:
 - Community committees
 - Local volunteers
 - Handover:
 - Beneficiary databases
 - Tools and systems
 - SOPs and manuals
 - Formalize agreements with partners for service continuation

- **4. Post-Exit Continuity Measures**

- Maintain referral pathways with:
 - Local NGOs
 - Service providers
- Continue low-cost activities:
 - Community café
 - Group PSS sessions
- Ongoing volunteer engagement
- Remote technical support (if feasible)

- **5. Exit Success Indicators**

- % of activities continued after project closure
- Number of active community volunteers
- Number of services maintained through partners
- Functionality of referral networks
- Beneficiary access to services post-project

- **6. Risk Mitigation During Exit**

- Gradual (not sudden) withdrawal
- Continuous monitoring during last month
- Backup partnerships established
- Prioritization of critical services

Key Strength for Donors:

This exit strategy ensures **no abrupt interruption**, which is a major acceptance factor.

Project Action Plan (Implementation Plan)

- **1. Overview**

The project will be implemented over **6 months** through structured phases to ensure effective setup, quality service delivery, and strong monitoring.

- **2. Phases of Implementation**
- **Phase 1: Setup & Initiation (Month 1)**

Key Activities:

- Establish and equip both community centers
- Recruit and train staff
- Develop M&E tools and systems
- Launch outreach and awareness campaigns
- Begin beneficiary registration

- **Phase 2: Service Delivery (Months 2–5)**

Key Activities:

- Case management and referral services
- Psychosocial support sessions (PSS)
- Child-friendly space activities
- Legal consultations and awareness sessions
- Disability support services
- Community café and social cohesion activities
- Continuous data collection and monitoring

- **Phase 3: Consolidation & Exit (Month 6)**

Key Activities:

- Continue essential services
- Conduct endline assessments
- Beneficiary satisfaction surveys
- Evaluate outcomes and performance
- Implement exit strategy
- Prepare final reporting

- **3. Detailed Activity Plan**

Activity	Timeline	Responsible Team	Output
Center Setup	Month 1	Admin & Logistics	Functional centers

Beneficiary Registration	Ongoing	Case Management Team	Registered beneficiaries
Case Management	Months 2–6	Case Workers	Supported cases
PSS Sessions	Months 2–6	Psychologists	Improved well-being
Legal Services	Months 2–6	Legal Advisor	Legal awareness
Disability Support	Months 2–6	Protection Team	Increased inclusion
Community Café	Monthly	Outreach Team	Social cohesion
Monitoring & Evaluation	Ongoing	M&E Team	Performance tracking
Reporting	Monthly/Quarterly	Management	Accountability
Final Evaluation	Month 6	M&E + Management	Impact assessment

- **4. Cross-Cutting Implementation Principles**

- Gender Equality and Inclusion (GEDSI)
- Do No Harm approach
- Accountability to Affected Populations (AAP)
- Data protection and confidentiality

- **5. Monitoring Integration**

- Real-time monitoring during all phases
- Monthly performance review
- Adaptive management (adjusting activities based on findings)

budget

Budget Category	Item	Qty	Unit Cost (USD)	Duration (Months)	Total (USD)
Human Resources	Project Manager	1	900	6	5400
	Project Coordinator	1	700	6	4200
	Finance Officer	1	600	6	3600
	Logistics Officer	1	600	6	3600
	M&E Officer	1	600	6	3600
	Data Entry Clerk	2	300	6	3600
	Center Manager	2	400	6	4800
	PSS Facilitator	4	250	6	6000
	Case Worker	4	250	6	6000
	Legal Advisor	2	300	6	3600
	Activity Facilitator	4	200	6	4800
	Physiotherapist	2	300	6	3600
Subtotal HR					36000
Program Activities	PSS & Child Friendly Activities	-	-	-	14000
	Case Management & Emergency Support	-	-	-	12000
	Legal Awareness	-	-	-	6000
	Disability Support	-	-	-	12000
	Community Activities	-	-	-	10000
Subtotal Activities					54000
Operational Costs	Rent (2 Centers)	2	800	6	9600
	Utilities	-	400	6	2400
	Transportation	-	-	-	4000
	Office Supplies	-	-	-	2000
	Maintenance	-	-	-	4000
	Security & Cleaning	-	-	-	2000
Subtotal Operations					24000
Contingency	Emergency Reserve	-	-	-	6000
Total Budget					120000\$

Budget Narrative

Human Resources: This budget line covers all staffing costs required for the implementation of the project across two community centers. The team includes management, technical, and field staff responsible for delivering integrated protection, psychosocial, legal, and disability services. Salaries are aligned with local market rates and partially adjusted to ensure cost-efficiency within the 30% cap.

Program Activities: This category includes all direct costs related to service delivery. It covers psychosocial support activities, case management, legal awareness, disability support, and community engagement sessions. These costs ensure beneficiaries receive high-quality, multi-sectoral services in line with the project objectives.

Operational Costs: These costs are necessary to ensure the functionality of the two community centers. They include rent, utilities, transportation, maintenance, office supplies, and basic services such as cleaning and security. These expenses enable a safe and operational environment for service delivery.

Contingency: A 5% contingency budget is allocated to address unforeseen costs such as price fluctuations, emergency cases, or operational disruptions. This ensures project continuity and flexibility in responding to urgent needs.

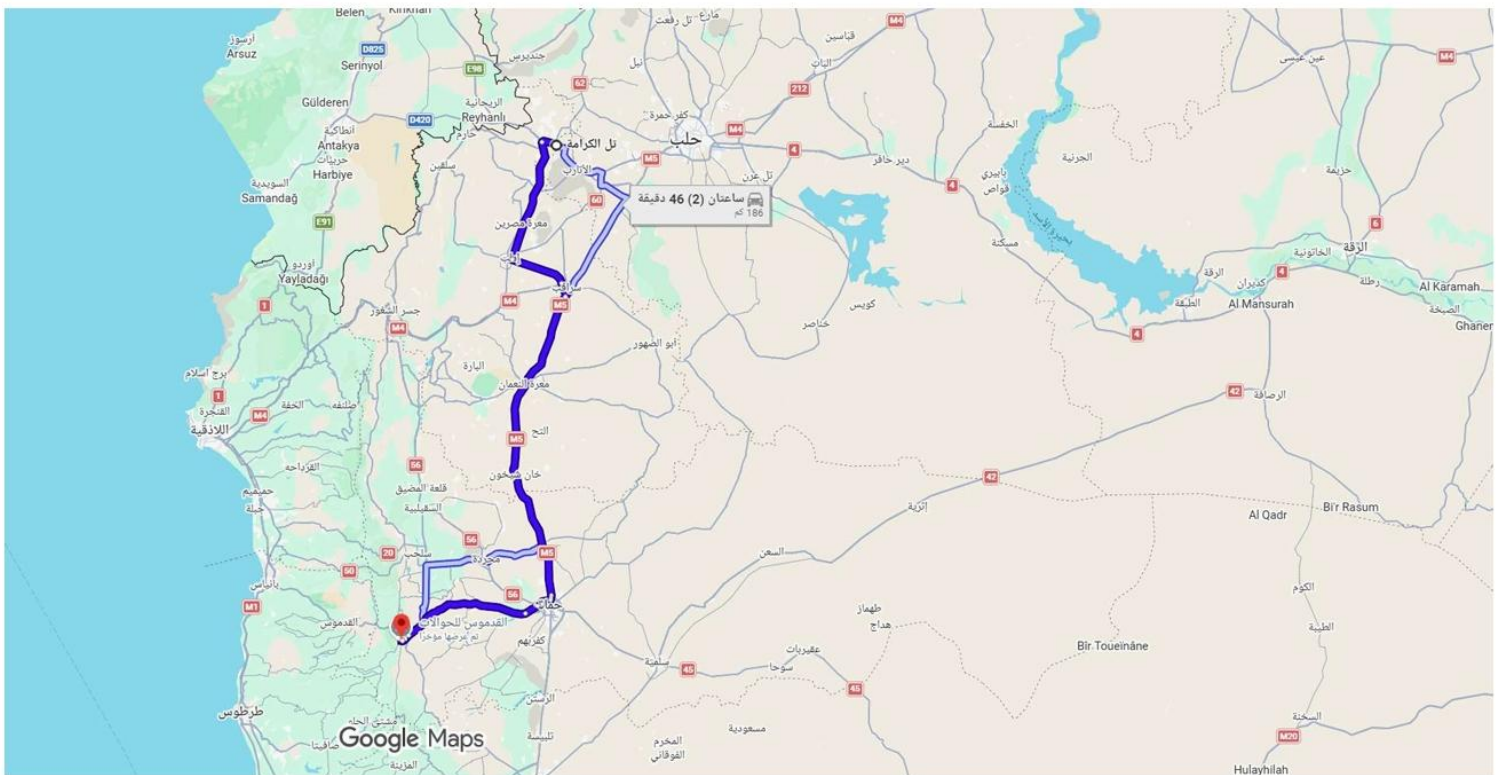
Implementation Location:

SYRIA- Idlib Governorate – Al-Dana Area – Tal al-Karama /36.213°N - 36.678°E

SYRIA - Hama Governorate – Masyaf City / 35.064°N - 36.340°E

القيادة 183 كم، ساعتان (2) 34 دقيقة

تل الكرامة، سوريا إلى مصياف، سوريا





موافقة مستنيرة لمشاركة الأطفال
Informed consent for children's participation

1- GENERAL INFORMATION	١- معلومات عامة
Project/Activity Name:	اسم المشروع / النشاط:
Implementing Agency: TAALUF HUMANITAIRE ORGANIZATION	الجهة المنفذة: مؤسسة تآلف الإنسانية
Location: Tal Al Karana Village	مكان التنفيذ: قرية تل الكرامة
Activity Duration	مدة النشاط:
2- Child information	٢- معلومات الطفل
Child's Name: Mohammad Yassin Abdul Fatth	اسم الطفل: محمد ياسين عبدالفتاح
Age:	العمر:
Gender: Male <input checked="" type="checkbox"/> Female <input type="checkbox"/>	الجنس: <input checked="" type="checkbox"/> ذكر <input type="checkbox"/> أنثى
School/Grade (if applicable):	المدرسة / الصف (إن وجد):
3- Parent/Guardian Information	٣- معلومات ولي الأمر / الوصي
full name: Rawaa Suleiman	الاسم الكامل: روعة سليمان
Kinship: The grandmother	صلة القرابة: الجدة
phone number: +963 968 374 850	رقم الهاتف: +963 968 374 850
4- Activity description	٤- وصف النشاط
We would like to involve the child in an activity that includes: Please describe the activity simply and clearly,) such as training, interviews, recreational activities, (.awareness sessions, etc	نود إشراك الطفل في نشاط يتضمن: (يرجى وصف النشاط بشكل مبسط وواضح، مثل تدريب، مقابلات،) أنشطة ترفيهية، جلسات توعية، إلخ
5- The purpose of participation	٥- الهدف من المشاركة
This activity aims to:	يهدف هذا النشاط إلى:
6- Nature of participation	٦- طبيعة المشاركة
Completely voluntary The child can withdraw at any time without any negative consequences. Withdrawal will not result in any penalty or loss of services	طوعية بالكامل يمكن للطفل الانسحاب في أي وقت دون أي تأثير سلبي لن يترتب على الانسحاب أي عقوبة أو خسارة للخدمات
7- Risks and benefits	٧- المخاطر والفوائد
<input type="checkbox"/> No risks are expected	<input type="checkbox"/> لا توجد مخاطر متوقعة

Other:.....
Benefits:.....

8-Privacy and data protection

- 1- All personal information will be kept confidential.
- 2- The child's name or image will not be published without prior consent.
- 3- The data will be used for project purposes only

9- Use of images/videos (optional)

- I consent to photographing the child and using the photos for documentation purposes.
 I do not consent.

10- Approval

I, the undersigned, declare that I:

- I have read and understood the information above
- The activity was explained to me and the child in a clear way
- I agree that the child will participate voluntarily

Parent/Guardian Signature

Name: Rawaa Suleiman

Signature:

Date:

Child's consent (if applicable)

The activity was explained to the child in age-appropriate language.

I agree to participate.

I do not agree.

Child's name:

Name of the employee who filled out the form:

Yusuf Shamua
Position: Media coordinator

Signature:

Administration

Name:

Position:

Signature:

Official Seal:

أخرى:.....
الفوائد:.....

- ١- سيتم الحفاظ على سرية جميع المعلومات الشخصية
- ٢- لن يتم نشر اسم الطفل أو صورته دون إذن مسبق
- ٣- سيتم استخدام البيانات لأغراض المشروع فقط

٩- استخدام الصور / الفيديو (اختياري)
 أوافق على تصوير الطفل واستخدام الصور لأغراض التوثيق
 لا أوافق على ذلك

١٠- الموافقة

- أقر أنا الموقع أدناه أنني:
- قرأت وفهمت المعلومات أعلاه
- تم شرح النشاط لي وللطفل بطريقة واضحة
- أوافق على مشاركة الطفل طوعاً

توقيع ولي الأمر / الوصي

الاسم: روعة سليمان

التوقيع:

التاريخ:

موافقة الطفل (إن أمكن)

تم شرح النشاط للطفل بلغة مناسبة لعمره

أوافق على المشاركة

لا أوافق

اسم الطفل: محمد ياسر عبدالفتاح

اسم الموظف الذي ملأ الاستمارة: يوسف شاموا

المنصب: منسق إعلامي

التوقيع:

الإدارة

الاسم:

المنصب:

التوقيع:

الختم الرسمي:

