

## TECHNICAL ANNEX

### Enhanced Response Capacity Funding

#### FINANCIAL, ADMINISTRATIVE AND OPERATIONAL INFORMATION

The provisions of the financing decision ECHO/WWD/BUD/2017/01000 and the General Conditions of the Agreement with the European Commission shall take precedence over the provisions in this document.

The activities proposed hereafter are subject to any terms and conditions which may be included in the related Humanitarian Implementation Plan (HIP).

#### 1. CONTACTS

Operational Unit in charge	ECHO C1
Contact persons at HQ	Daniel Clauss (daniel.clauss@ec.europa.eu)

#### 2. FINANCIAL INFORMATION

Indicative Allocation: EUR 4 675 000

Breakdown as per Worldwide decision:

Specific Objective 5 - Transport/Comp. activities	HA-FA: EUR 4 675 000
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#### 3. PROPOSAL ASSESSMENT

##### 3.1. Administrative information

- a) Indicative amount: up to EUR 4 675 000.
- b) Costs will be eligible from 01/01/2017.<sup>1</sup> Actions can start from 01/01/2017.
- c) The expected duration for the Action is up to 24 months.
- d) Potential partners: All ECHO Partners
- e) Information to be provided: Single Form for global capacity building actions<sup>2</sup>, medium to long term indicative budget and work plan.
- f) Indicative date for receipt of the above requested information: by 31/01/2017<sup>3</sup>

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<sup>1</sup> The eligibility date of the Action is not linked to the date of receipt of the Single Form. It is either the eligibility date set in the Single form or the eligibility date of the HIP, whatever occurs latest.

<sup>2</sup> Single Forms will be submitted to ECHO using APPEL

<sup>3</sup> The Commission reserves the right to consider Single Forms transmitted after this date, especially in case certain needs/ priorities are not covered by the received Single Forms.

## 3.2. Operational requirements:

### 3.2.1. *Assessment criteria:*

- Relevance to the priorities defined in the HIP and relevance to general ECHO policies. For the additional funds made available after the World Humanitarian Summit (WHS), relevance to the commitments made in the context of the WHS is the central assessment criterion.
- Systemic scope and global nature, i.e. geared towards capacity building benefitting the humanitarian system as a whole and/or all actors involved in humanitarian relief.
- Incorporation of lessons learned and good practice.
- Knowledge management well-defined, sustainable and open; willingness to proactively share lessons and evidence.
- Synergies with other initiatives, absence of overlaps.
- Inclusiveness (consortia or coordination agreement, quality and number of partners) to ensure the broadest coverage of a given sector or subject and the potential uptake.
- Coordination with relevant humanitarian governance mechanisms (e.g. Global Clusters, communities of practice).
- Demonstrated backing from a range of relevant actors, namely donors i.e. co-financing from other donors (or prospect thereof).<sup>4</sup>
- Indicative medium to long term financial plan (estimated budget including funding sources) available and realistic.<sup>5</sup>
- Effectiveness of approach and intervention logic to achieve outcomes in terms of build or strengthened humanitarian capacity.
- Efficiency in terms of resources used to achieve outputs and outcomes.
- Monitoring and evaluation framework (including indicators and sources of verification) well defined, appropriate, relevant and realistic/feasible in order to ensure clear measurability of outputs and outcomes.
- Clear institutional ownership.

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<sup>4</sup> Only in exceptional cases, ECHO will contribute with more than 85% to the overall budget of an action submitted under for funding under this HIP.

<sup>5</sup> Partners are expected to submit an estimation covering the next 3-5 years if appropriate.

### 3.2.2. Operational guidelines:

#### 3.2.2.1. General Guidelines

In the design of the operation, ECHO policies and guidelines need to be taken into account:

*The EU resilience communication and Action Plan*

[http://ec.europa.eu/echo/policies/resilience/resilience\\_en.htm](http://ec.europa.eu/echo/policies/resilience/resilience_en.htm)

*Food Assistance*

[http://ec.europa.eu/echo/policies/food\\_assistance\\_en.htm](http://ec.europa.eu/echo/policies/food_assistance_en.htm)

*Nutrition*

[http://ec.europa.eu/echo/files/news/201303\\_SWDUndernutritioninemergencies.pdf](http://ec.europa.eu/echo/files/news/201303_SWDUndernutritioninemergencies.pdf)

*Cash and vouchers*

[http://ec.europa.eu/echo/policies/sectoral/cash\\_en.htm](http://ec.europa.eu/echo/policies/sectoral/cash_en.htm)

*Protection*

[http://ec.europa.eu/echo/policies/sectoral/protection\\_en.htm](http://ec.europa.eu/echo/policies/sectoral/protection_en.htm)

*Children in Conflict*

[http://ec.europa.eu/echo/files/policies/sectoral/children\\_2008\\_Emergency\\_Crisis\\_Situations\\_en.pdf](http://ec.europa.eu/echo/files/policies/sectoral/children_2008_Emergency_Crisis_Situations_en.pdf)

*Emergency medical assistance*

[http://ec.europa.eu/echo/policies/sectoral/health\\_en.htm](http://ec.europa.eu/echo/policies/sectoral/health_en.htm)

*Civil–military coordination*

[http://ec.europa.eu/echo/policies/sectoral/civil\\_military\\_en.htm](http://ec.europa.eu/echo/policies/sectoral/civil_military_en.htm)

*Water, Sanitation and Hygiene*

[http://ec.europa.eu/echo/files/policies/sectoral/WASH\\_SWD.pdf](http://ec.europa.eu/echo/files/policies/sectoral/WASH_SWD.pdf)

*Gender*

[http://ec.europa.eu/echo/files/policies/sectoral/Gender\\_SWD\\_2013.pdf](http://ec.europa.eu/echo/files/policies/sectoral/Gender_SWD_2013.pdf)

*Disaster Risk Reduction*

[http://ec.europa.eu/echo/files/policies/prevention\\_preparedness/DRR\\_thematic\\_policy\\_doc.pdf](http://ec.europa.eu/echo/files/policies/prevention_preparedness/DRR_thematic_policy_doc.pdf)

*Health guidelines*

[http://ec.europa.eu/echo/files/policies/sectoral/health2014\\_general\\_health\\_guidelines\\_en.pdf](http://ec.europa.eu/echo/files/policies/sectoral/health2014_general_health_guidelines_en.pdf)

*Visibility guidelines toolkit and visual identity*

Partners will be expected to ensure full compliance with **visibility** requirements and to acknowledge the funding role of and partnership with the EU/ECHO, as set out in the applicable contractual arrangements, namely the following:

- The communication and visibility articles of the General Conditions annexed to the Framework Partnership Agreements (FPAs) concluded with non-governmental organizations or international organizations or in the General Conditions for Delegation Agreements

concluded in the framework of the Financial and Administrative Framework Agreement (FAFA) with the UN.

- Specific visibility requirements agreed-upon in the Single Form, forming an integral part of individual agreements:
  - Section 9.1.A, Standard visibility in the field, including prominent display of the EU humanitarian aid visual identity on EU funded relief items and equipment; derogations are only possible where visibility activities may harm the implementation of the Action or the safety of the staff of the partner, staff of the Implementing partners, the safety of beneficiaries or the local community and provided that they have been explicitly agreed-upon in the individual agreements.
  - Section 9.1.B, Standard visibility recognizing the EU funding through activities such as media outreach, social media engagement and provision of photos stories and blogs; every partner is expected to choose at least 4 out of 7 requirements. If no requirements are selected, a project-specific derogation based on security concerns is needed.
  - Section 9.2., Above standard visibility; applicable if requested and if agreed with ECHO based on a dedicated communication plan prior to signature.

Further explanation of visibility requirements and reporting as well as best practices and examples can be consulted on the dedicated ECHO visibility site: <http://www.echo-visibility.eu/>

#### 3.2.2.2. Specific guidelines

Partners should submit together with the proposal an indicative medium to long term financial overview which estimates the resource needs over 3-5 years, i.e. beyond the ECHO funding period, if applicable. This should include a discussion of the options to cover these needs for example through cost recovery, contributions of participating partners or funding through other donors. The partners are free to choose the most appropriate format of this indicate overview.

In terms of inclusiveness, ECHO seeks to encourage initiatives which involve a broad range of actors engaged in humanitarian response – for example civil protection, the private sector, academia, scientific research, military, and key regional organisations.

Open and effective knowledge sharing within and beyond the humanitarian sphere is considered primordial for their success. In order to ensure the maximum reach and uptake, material produced by the projects should be shared on recognized, existing platforms instead of creating new, project-driven internet presence. A concept to ensure ownership and accessibility of the material beyond the project duration should be elaborated. This includes options for future updates, if applicable.

Proposals including a training component should include monitoring system with indicators for participants' reaction, learning and behaviour change according to the Kirkpatrick model or similar. This includes baselines as well as systematic end of training and ex-post monitoring.

Projects will be subject to a monitoring mission by ECHO staff at least once and preferably, if applicable, in form of joint monitoring missions to field locations with headquarters representatives of the partner organizations. As a donor, ECHO might become observer in project advisory boards.