

TECHNICAL ANNEX

BOLIVIA, COLOMBIA, ECUADOR, PARAGUAY, PERU, AND VENEZUELA

FINANCIAL, ADMINISTRATIVE AND OPERATIONAL INFORMATION

The provisions of the financing decision ECHO/WWD/BUD/2016/01000 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

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2. FINANCIAL INFO

Indicative Allocation: EUR 11 150 000

Specific Objective 1 - Man-made crises	HA-FA:	EUR 7 000 000
Specific Objective 2 - Natural disasters	HA-FA:	EUR 450 000
Specific Objective 4 - DIPECHO	DP.:	EUR 3 700 000

Total: HA-FA-DP: EUR 11 150 000

3. PROPOSAL ASSESSMENT

3.1. Administrative info

Assessment round 1: South America – DRR/Resilience

- a) Indicative amount: up to EUR 3 700 000 (subject to the availability of payment appropriations, the amount awarded may be lower than the overall indicative amount or be spread over time. More information will be available upon adoption of the general budget of the European Union for the year 2016.
- b) Description of the humanitarian aid interventions relating to this assessment round: all interventions as described in section 2.2 of the HIP.
- c) Costs will be eligible from 01/03/2016. Actions will start from 01/03/2016.
- d) The expected initial duration for the Action is up to 18 months.
- e) Potential partners: All ECHO Partners
- f) Information to be provided: Single Form¹
- g) Indicative date for receipt of the above requested information: by 17/01/2015.²

Assessment round 1: Colombia and neighbouring countries affected by the Colombia crisis

- a) Indicative amount: up to EUR 7 450 000 (subject to the availability of payment appropriations, the amount awarded may be lower than the overall indicative amount or be spread over time. More information will be available upon adoption of the general budget of the European Union for the year 2015).
- b) Description of the humanitarian aid interventions relating to this assessment round: all interventions as described in section 2.4 of the HIP.
- c) Costs will be eligible from 01/01/2016. Actions will start from 01/01/2016.
- d) The expected initial duration for Actions is up to up to 12 months for response projects and up to 18 months for projects incorporating DRR/resilience.
- e) Potential partners: All ECHO Partners.
- f) Information to be provided: Single Form³
- g) Indicative date for receipt of the above requested information: by 17/01/2015⁴

¹ Single Forms will be submitted to ECHO using APPEL

² 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 Single Forms will be submitted using APPEL

⁴ 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:

The assessment of proposals will look at:

- The compliance with the proposed strategy (HIP) and the operational requirements described in this section;
- Commonly used principles such as: quality of the needs assessment and of the logical framework, relevance of the intervention and coverage, feasibility, applicant's implementation capacity and knowledge of the country/region.
- In case of actions already being implemented on the ground, where ECHO is requested to fund a continuation, a visit of the on-going action may be conducted to determine the feasibility and quality of the Action proposed.

3.2.2. Operational guidelines:

3.2.2.1. General Guidelines

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

The EU resilience communication and Action Plan

<http://ec.europa.eu/echo/en/what/humanitarian-aid/resilience>

Food Assistance

<http://ec.europa.eu/echo/en/what/humanitarian-aid/food-assistance>

Nutrition

http://ec.europa.eu/echo/files/media/publications/tpd04_nutrition_addressing_undernutrition_in_emergencies_en.pdf

Cash and vouchers

<http://ec.europa.eu/echo/en/what/humanitarian-aid/cash-and-vouchers>

Common Principles for Multi-Purpose Cash –Based Assistance to Respond to Humanitarian Needs:

http://ec.europa.eu/echo/what/humanitarian-aid/cash-and-vouchers_en

Protection

<http://ec.europa.eu/echo/en/what/humanitarian-aid/protection>

Children in Conflict

http://ec.europa.eu/echo/files/policies/sectoral/children_2008_Emergency_Crisis_Situations_en.pdf

Health

<http://ec.europa.eu/echo/en/what/humanitarian-aid/health>

Civil–military coordination

<http://ec.europa.eu/echo/en/what/humanitarian-aid/civil-military-relations>

Water sanitation and hygiene

http://ec.europa.eu/echo/files/policies/sectoral/WASH_policy_doc_en.pdf

Gender

http://ec.europa.eu/echo/what/humanitarian-aid/gender-sensitive-aid_en

Disaster Risk Reduction

http://ec.europa.eu/echo/files/policies/prevention_preparedness/DRR_thematic_policy_doc.pdf

ECHO Visibility

<http://www.echo-visibility.eu/>

Remote Management

http://dgecho-partners-helpdesk.eu/actions_implementation/remote_management/start

A set of overall principles needs to guide every operation supported by ECHO.

The humanitarian principles of humanity, neutrality, impartiality and independence, in line with the European Consensus on Humanitarian Aid, and strict adherence to a "**do no harm**" approach remain paramount.

The safe and secure provision of aid: the ability to safely deliver assistance to all areas must be preserved. ECHO requests its partners to include in the project proposal details on how safety and security of staff (including the staff of implementing partners) and assets is being considered as well as an analysis of threats and plans to mitigate and limit exposure to risks. ECHO or its partners can request the suspension of ongoing actions as a result of serious threats to the safety of staff.

Accountability: partners remain accountable for their operations, in particular:

- The identification of the beneficiaries and of their needs using, for example, baseline surveys, KAP-surveys, Lot Quality Assurance Sampling (LQAS) or beneficiary profiling;
- Management and monitoring of operations, and having adequate systems in place to facilitate this;
- Reporting on activities and outcomes, and the associated capacities to collect and analyse information;
- Identification and analysis of logistic and access constraints and risks, and the steps taken to address them.

Gender-Age Mainstreaming: Ensuring gender-age mainstreaming is of paramount importance to ECHO, since it is an issue of quality programming. Gender and age matter in humanitarian aid because women, girls, boys, men and elderly women and men are affected by crises in different ways. Thus, the assistance needs to be adapted to their specific needs - otherwise it risks being off-target, failing its objectives or even doing harm to beneficiaries. It is also a matter of compliance with the EU humanitarian mandate and the humanitarian

principles, in line with international conventions and commitments. All project proposals/reports must demonstrate integration of gender and age in a coherent manner throughout the Single Form, including in the needs assessment and risk analysis, the logical framework, description of activities and the gender-age marker section. The Gender-Age Marker is a tool that uses four criteria to assess how strongly ECHO funded humanitarian actions integrates gender and age consideration. For more information about the marker and how it is applied please consult the Gender-Age Marker Toolkit

http://ec.europa.eu/echo/files/policies/sectoral/gender_age_marker_toolkit.pdf

Protection: Mainstreaming of basic protection principles in traditional assistance programmes is of paramount importance to ECHO. This approach is closely linked to the principle of 'do no harm', and also extends the commitment of safe and equal access to assistance as well as the need for special measures to ensure access for particularly vulnerable groups. All proposals MUST demonstrate integration of these principles, but also in its substantive sections, i.e. the logical framework, result and activity descriptions, etc.

Integration of protection concerns should, in particular, be reflected in any actions implemented in a displacement- hosting context (be it refugees or IDPs), in situations of conflict or in contexts where social exclusion is a known factor, where considerations on inter-communal relationships are of utmost importance for the protection of the affected population. In such contexts, proposals must present a clear analysis of how threats against as well as vulnerabilities and capacities of the affected population impact their protection, and how this is incorporated in the response.

While humanitarian assistance often focuses on community-level interventions, it is important to remember that, in order to fully address many protection issues, it is also necessary to consider the relevance and feasibility of advocacy (structural level) interventions aimed at (a) stopping the violations by perpetrators and/or (b) convincing the duty-bearers to fulfil their responsibilities.

Do no harm: Partners should ensure that the context analysis takes into account threats in addition to vulnerabilities and capacities of affected populations. The analysis should bring out both external threats to the target population as well as the coping strategies adopted to counteract the vulnerabilities. The risk equation model provides a useful tool to conduct this analysis. The model stipulates that *Risks equals Threats multiplied by Vulnerabilities divided by Capacities*, and the way to reduce risks is by reducing the threats and vulnerabilities and increasing the capacities. Depending on the type of threat faced by the population in question, reducing it can be anything from possible/straightforward to impossible/dangerous. In the latter case, one will resort to focusing on vulnerabilities and capacities, but the fact that the analysis has acknowledged the threat will contribute to ensuring that the response subsequently selected does not exacerbate the population's exposure to the risk.

Disaster Risk Reduction (DRR): As part of the commitment of ECHO to mainstream disaster risk reduction in its humanitarian operations, the needs assessment presented in the Single Form should reflect, whenever relevant, the exposure to natural hazards and the related vulnerability of the targeted population and their livelihoods and assets. This analysis should also assess the likely impact of the humanitarian intervention on both immediate and future risks as well as the partner's institutional commitment to and operational capability in managing risk (technical competence in the relevant sectors of intervention). The DRR approach and related measures are relevant in all humanitarian sectors (WASH, nutrition,

food assistance and livelihoods, health, protection, etc.), and should be systematically considered in hazard-prone contexts. Risk-informed programming across sectors should protect operations and beneficiaries from hazard occurrence, and include contingency arrangements for additional or expanded activities that might be required. Information from early warning systems should be incorporated into programme decision making and design, even where the humanitarian operation is not the result of a specific hazard.

All ECHO beneficiaries and activities should be appropriately protected from hazards and shocks – according to their likelihood of occurrence, intensity and possible impact. ECHO uses two complementary methods for DRR: 1) **Integrated DRR** is where ECHO humanitarian interventions are risk informed 2) **Targeted DRR** refers to specific DRR risk reduction actions – that cannot be "integrated" into ECHO response projects (see above) but that will strengthen a system to avoid future humanitarian needs by reducing risk to vulnerable populations.

For targeted DRR interventions, the information in the Single Form should clearly show that:

- all risks have been clearly identified, including their possible interactions;
- the intervention strengthens and promotes the role of the state and non-state actors in disaster reduction and climate change adaptation from national to local levels;
- the measures planned are effective in strengthening the capacity of communities and local authorities to plan and implement local level disaster risk reduction activities in a sustainable way, and have the potential to be replicated in other similar contexts;
- the intervention contributes to improving the mechanisms to coordinate disaster risk reduction programmes and stakeholders at national to local levels.
- demonstrate that the action is designed including the existing good practice in this field;
- the partner has an appropriate monitoring, evaluation and learning mechanism to ensure evidence of the impact of the action and good practice are gathered, and effectively disseminated.

Strengthening coordination: Partners should provide specific information on their active engagement in cluster/sector and inter-cluster/sector coordination: participation in coordination mechanisms at different levels, not only in terms of meetings but also in terms of joint field assessments and engagement in technical groups and joint planning activities. The partners should actively engage with the relevant local authorities and, when feasible and appropriate, stipulate co-ordination in Memoranda of Understanding. When appropriate, partners should endeavour to exchange views on issues of common interest with actors present in the field (e.g. EU, UN, AU missions, etc.). In certain circumstances, coordination and deconfliction with military actors might be necessary. This should be done in a way that does not endanger humanitarian actors or the humanitarian space, and without prejudice to the mandate and responsibilities of the actor concerned.

Integrated approaches: Whenever possible, integrated approaches with multi- or cross-sectoral programming of responses in specific geographical areas are encouraged to maximize impact, synergies and cost-effectiveness. Partners are requested to provide information on how their actions are integrated with other actors present in the same area.

Resilience: ECHO's objective is to respond to the acute humanitarian needs of the most vulnerable and exposed people while taking opportunities to increase their **resilience** – to reduce on-going and future humanitarian needs and to assist a durable recovery. Where feasible, cost effective, and without compromising humanitarian principles, ECHO support will contribute to longer term strategies to build the capacities of the most vulnerable and address underlying reasons for their vulnerability – to all shocks and stresses.

All ECHO partners are expected to identify opportunities to reduce future risks to vulnerable people and to strengthen livelihoods and capacities. ECHO encourages its partners to develop their contextual risk and vulnerability analysis and to adapt their approach to the type of needs and opportunities identified (see template). This requires partners to strengthen their engagement with government services, development actors and with different sectors. In that regard, ECHO partners should indicate how they will increase ownership and capacity of local actors whenever possible: community mobilisation, CSOs, technical dialogue, coordination and gradual transfer of responsibilities to countries' administration or relevant line ministries.

Good coordination and strategic complementarity between humanitarian and development activities (LRRD approach) are essential to the resilience approach, particularly in relation to i) increasing interest of development partners and governments on nutrition issues; ii) seeking for more sustainable solutions for refugees (access to education, innovative approach toward strengthening self-resilience, etc.); iii) integrating disaster risk reduction into humanitarian interventions.

Community-based approach: In all sectors, interventions should adopt, wherever possible, a community-based approach in terms of defining viable options to effectively help increasing resilience and meeting basic needs among the most vulnerable. Community inclusion should be considered at all stages – design and implementation. Community ownership of the process is more effective and is encouraged. This includes the identification of critical needs as prioritised by the communities, and the transfer of appropriate knowledge and resources.

Response Analysis to Support Modality Selection for all Resource Transfers is mandatory. ECHO will support the most effective and efficient modality of providing assistance, whether it be cash, vouchers or in-kind assistance. DG ECHO does not advocate for the preferential use of either cash, voucher-based or in-kind humanitarian assistance. Partners should provide sufficient information on the reasons about why a transfer modality is proposed and another one is excluded. The choice of the transfer modality must demonstrate that the response analysis took into account the market situation in the affected area. Multiple contextual factors must be taken into account, including technical feasibility criteria, security of beneficiaries, agency staff and communities, beneficiary preference, needs and risks of specific vulnerable groups (such as Pregnant and Lactating Women, elderly, child headed households etc.), mainstreaming of protection (safety and equality in access), gender (different needs and vulnerabilities of women, men, boys and girls) concerns and cost-effectiveness. Therefore for any type of transfer modality proposed, the partner should provide the minimum information as recommended in the ['Thematic Policy Document n° 3 - Cash and Vouchers: Increasing efficiency and effectiveness across all sectors'](#)⁵ and demonstrate that the modality proposed will be the most efficient and effective to reach the objective of the action proposed.

⁵ Available at http://ec.europa.eu/echo/files/policies/sectoral/them_policy_doc_cashandvouchers_en.pdf

For in-kind transfer local purchase are encouraged when possible.

Education in emergencies: ECHO will support education activities that enable children's access to quality education⁶ in ongoing conflicts, complex emergencies and early recovery phases. Furthermore, it may support longer-term educational activities in protracted crises and in refugee/IDP camps Innovative solutions will be supported, in particular actions targeting transition to formal education systems in preparation for a development intervention.

It is essential that education activities are carried out in close connection with protection programs. It is vital to ensure that children can access education where they feel safe and protected. Therefore, education in emergencies activities under this HIP could also include psychosocial support; mine risk education and provision of life-skills, such as vital health, nutrition and hygiene information, HIV prevention, sexual- and reproductive health information and DRR training and awareness.

Education activities could entail enabling access to education for children currently out of school, but also strengthening the quality aspects of education in emergencies, including the recruitment and capacity building of teachers. To reduce the vulnerability of children affected by conflict, actions in the field of education in emergencies and especially conflict situations, should reflect protection, relevant legal frameworks (International Humanitarian Law, International Human Rights Law and Refugee Law), education in mediation and conflict resolution, child protection (with special attention to vulnerable groups such as unaccompanied minors and former child soldiers), community-based educational activities and the promotion of peaceful reconciliation. Hence, education projects funded under this HIP could include components of child protection and peace education (i.e. mediation, conflict resolution, etc.).

In order to ensure holistic response, linking education to other life-saving humanitarian sectors, such as WASH and health could also be considered.

Activities shall be tailored to take into account the different needs of children based on their age, gender and other specific circumstances.

Coordination is essential and all education in emergencies projects need to coordinate and support the priorities set by relevant humanitarian and if appropriate development governance mechanisms (e.g. Global Education Cluster, Refugee Working Groups, communities of practices, Local Education Groups), as well as national structures (e.g. Ministry of Education).

All actions funded on education in emergencies should in their design adhere to the [INEE Minimum Standards for Education: Preparedness, Response, Recovery](#), as well as the [IASC Minimum Standards for Child Protection](#).

3.2.2.2. Specific guidelines

Humanitarian Food Assistance, protection and gender: in the spirit of 'do no harm' partners should ensure that a good analysis is carried out concerning the impact of a proposed

⁶ The Commission adhere to the UN Convention on the Rights of the Child that defines a 'child' as a person below the age of 18.

action on the protection of vulnerable groups within the target population. For this purpose partners are encouraged to refer to the draft "[Guidance for Integrated Food Assistance and Protection Programming](#)". ECHO is willing to support innovative approaches for integrated protection programming with the aim of building a body of best practice. Partners may propose an amount up to EUR 30 000 *within an existing* grant that aims to answer key outstanding questions and issues, including those listed in this guidance.

The proposal includes contingency planning. "Crisis modifiers" should be considered in DRR activities to allow a shift to more "emergency-type" interventions in case of need and when possible, where it can be effective and brings an added value. An action should therefore have some kind of clear contingency plan. This is the case when a crisis emerges that may require funds to be used in a different way to respond to new arising needs that are different from those explicitly mentioned in the original plan of action.

ECHO focuses on vulnerability and not just on hazards. The entry point remains **Natural Hazards**. However DRR should be considered in all contexts, including fragility and conflict, where natural hazards pose an additional threat and may impede delivery of humanitarian assistance or protection and well-being of beneficiaries.

In DRR stand-alone and integrated projects ECHO partners are encouraged to be informed about and to use EU Civil Protection expertise if available. For instance, this may be done by liaising with ongoing activities by the EU Civil Protection such as an advisory mission already agreed between the government and the EU. It may also include advocacy with local authorities, during seminar or other events envisaged by the action, on the potential support that the EU Civil Protection can offer in a determined context.

While single-sector cash transfers are to be promoted where appropriate, cash is increasingly being used to address multiple humanitarian/ basic needs. Partners are referred to Common Principles for Multi-Purpose Cash –Based Assistance to Respond to Humanitarian Needs[1] for more details of ECHO's position.⁷

A number of essential steps would be expected in the design of a MPCT project:

- Multi-sectoral assessment to determine priority needs of people in need of assistance;
- Analysis of markets and services to understand which prioritized needs can be met through purchase, and to what extent can markets and services adapt to absorb higher demand;
- Calculation of a minimum expenditure basket on the basis of the needs that can be met from the market/ services. This may include standard (SPHERE) quantities or qualities of the need that is intended to be purchased by a beneficiary, such as food (2100 Kcal); water (15l/p/d) etc.
- Development of a targeting system and targeting criteria;
- Understanding of the deficit that targeted families are experiencing or put another way, to what extent can targeted families meet their basic needs? This might involve an

⁷ Available at http://ec.europa.eu/echo/files/policies/sectoral/concept_paper_common_top_line_principles_en.pdf

HEA-type analysis, or a simple estimate of income (usually derived through estimating average expenditures);

- Estimate the value of transfer that will enable targeted households to meet their basic needs alongside their own resources (at the simplest, the MEB minus income);
- MPCT require a high level of coordination across sectors and agencies. Cost efficiency gains should be optimised through excellent coordination and the establishment of a single programme approach that streamlines assessment, beneficiary registration, targeting, a common delivery mechanism (preferably electronic) and monitoring.
- MPCT in emergencies should exploit social protection systems where possible and appropriate.
- In terms of accountability, partners should use standard outcome indicators for each of the sectors included in the MPCT at the specific objective level of the log frame. A more general well-being indicator such as CSI would also be helpful as a means to determine whether broader improvements to the lives of beneficiaries have been achieved.
- Protection and gender analysis should be integral to the design and implementation of MPCT.

Colombian Conflict:

As in previous years, ECHO actions will primarily and mostly target populations affected by the conflict: IDPs, civil population with protection needs and restrictions of mobility and access to basic services due to the conflict, and persons in need of international protection in neighbouring countries.

Complementarity and articulation between different partners is encouraged in order to provide integral responses covering the different sectors prioritized in the territories. With this in mind, the main sectors of intervention will be:

Protection: Considering the high risks for people's safety, integrity and dignity in the conflict-affected areas, protection is the overarching sector of intervention. All actions supported by ECHO should aim at improving protection of the beneficiaries either through specific activities or by integrating it in other sectors of intervention. The presence of humanitarian actors in a territory will not be considered as protection by itself but as a part of an integral protection strategy defined after a proper risk analysis. ECHO is willing to support innovative approaches for integrated protection programming with the aim of building a body of best practice.

Actions will aim to reduce the risks and support the victims of threats, violence (including sexual and gender based violence), restriction of mobility, forced recruitment, explosive artefacts, etc. Examples of specific protection activities that could be supported are: legal assistance for identification & documentation of displaced and refugees, psychosocial support, mine risk education, promotion of IHL, etc.

Food assistance and livelihoods: Due to displacement as well as restrictions of movement, affected populations can frequently no longer ensure access to sufficient food⁸. Assistance to recent IDPs and refugees will include emergency cash, voucher or in-kind food distributions when public entities cannot provide it. The rationale for the choice of the transfer modalities must comply with a clear and transparent response analysis in line with ECHO guidelines⁹. Support to early livelihood protection and recovery will also be considered in conflict-affected areas.¹⁰ Nutrition-sensitive activities should be integrated when relevant, particularly among vulnerable groups, including under-nutrition detection and adequate referral, promotion of good feeding and care practices, response to special needs on WASH in nutrition or the integration of nutrition in health services.

Shelter, non-food items, water, sanitation and hygiene: During the first months after forced displacement, people lack essential household items (hygiene or kitchen sets, mosquito nets...), basic temporary shelter with proper sanitation conditions and access to sufficient water of enough quality for domestic use. Covering these needs is a priority when local entities are not able or ready to do it.

Health: Access to health services becomes critical when mobility is restricted. This is exacerbated by the fact that medical staff and infrastructure are almost inexistent in rural conflict-affected areas with the presence of armed groups. The provision of health care in these cases can be considered.

Support to returnees: If a voluntary return takes place in line with international principles and offering enough guarantees of neutrality and independence, returnees may be provided with support to meet their basic emergency and livelihood needs if these are not addressed by the competent entities.

Early recovery and resilience: partners are encouraged to boost the resilience of communities targeted and the humanitarian response capacities of local institutions (mainly municipalities and UARIV) through articulation, advocacy, short-term capacity building, and a proper rights-based approach of the interventions. It is expected that ECHO partners will continue to open humanitarian space and establish links between communities and institutions.

Coordination and information management: Coordination, information management and monitoring of the humanitarian situation are essential and particularly important in the current context of a "forgotten crisis" with humanitarian needs evolving and becoming less visible. ECHO supports the humanitarian country and local teams, encouraging its partners to

⁸ ECHO action should continue advocating for further linkages between food assistance interventions and nutrition outcomes and programmes. In the case of a food assistance distribution (using any modality) the partner should ensure that appropriate complementary/ supplementary foods assistance is in place as part of a nutrition programme to treat or prevent under-nutrition of vulnerable groups

⁹ Refer to the Technical Annex

¹⁰ Refer to the Technical Annex

contribute actively to them as well as coordinate with national and local institutions. Partners are encouraged to actively participate in the various coordination mechanisms, and incorporate coordination activities to be implemented in the proposals. ECHO encourages partners to continue providing complete information of the projects to OCHA and the Humanitarian Country Team, Clusters and humanitarian organizations implementing activities in the same geographical area. Partners should also contribute to the coordination among humanitarian actors including national and local public entities. For this purpose, information regarding the projects should be shared with the Presidency Cooperation Agency (APC), the Victims' Unit (UARIV) and the National Unit for Risk Management (UNGRD).

Assistance to IDP's and refugees: To continue providing more consistent aid, the basic/integral package (designed in 2013) of emergency assistance for recently displaced IDPs (< 6 months) will continue aiming at ensuring its three key components: a) food assistance (2 100kcal/day/beneficiary x 90 days)¹¹, b) shelter (90 days) and c) WASH activities with a particular attention to ensuring timely access to enough reasonably safe water to meet the needs of the targeted population. This package has demonstrated adaptability to particularities in the field (e.g. family composition, response of local authorities) and should ensure that nutrition needs are taken into account. The package can be delivered through cash transfers, vouchers or in kind, depending on the context and preferences of beneficiaries (see general guidelines in this document). It is expected to cover the most pressing needs of recently displaced IDPs during the first stage of their displacement. ECHO partners are encouraged to integrate where relevant the basic package in their humanitarian operations in 2016.

General DRR Guidelines:

Since its initial stages, the DIPECHO programme has aimed at providing most vulnerable populations and communities as well as institutions with sound technical solutions to improve their preparedness to cope with natural events. With solutions and practices being adopted by local and national authorities, during the next DRR/ Resilience programme, emphasis will be on capacity building, training and advocacy at local, national and regional levels, including cooperation and exchange of information between different parties. In that context, this initiative should not be understood as only disaster preparedness but also as a contribution to Disaster Risk Reduction (DRR).

As this initiative comes just one year after the launch of a DIPECHO programme, actions implemented during this HIP will:

- Avoid work in the same areas or tackle the same hazards that are already subject of a 2015-2016 action;

¹¹ Refer to the HFA policy of ECHO. The use of the [HFA checklist](#), available at is encouraged to ensure that all the necessary dimensions of interest are coherently taken into account for proposal submitted to the attention of ECHO.

- When appropriate and feasible, actions should search for coordination and synergies with on-going projects;
- Look for highly vulnerable populations that are not beneficiaries of an on-going project financed by ECHO and ways to increase their resilience;
- Take advantage of possible momentum for DRR and Resilience generated by recent events in the countries.

Where relevant and feasible, with the aim of strengthening on-going coordination mechanisms and increasing capacities of national DRM systems, cooperation and exchanges between European and South American Civil Protection systems may be pursued. Additionally, seeking to advance integrated response approaches and promoting humanitarian principles, actions of technical nature aiming at the different national military might be envisaged.

If DRR interventions focus at local level, and when a clear added value either in terms of reduction of extreme vulnerability or a catalyzing demonstrative effect exists, the following components need to be taken into account:

- a) Local disaster management components: targeting local actors in disaster prone areas: early warning systems, mapping and data computerization, local capacity-building, training, response protocols and planning, etc.
- b) Institutional linkages: targeting institutions involved in disaster management/disaster risk reduction at regional, national and sub-national levels with special emphasis in Municipalities: advocacy, facilitation of coordination, institutional strengthening.
- c) Information, Education, Communication, targeting direct and indirect beneficiaries: awareness rising among the general public, education and dissemination
- d) Small-scale infrastructure and services, at community level (particularly when a demonstrative effect to authorities is foreseen): infrastructure support and mitigation works, reinforcing critical infrastructure, operation and maintenance systems; non-structural mitigation activities.
- e) Stock-building of emergency and relief items: contributing to ensuring a rapid and adequate response to natural events by strengthening the local response capacity in the early hours and days of a disaster.
- f) Livelihoods and economic assets protection: supporting direct and indirect beneficiaries to adapt, prepare or protect their livelihoods against natural events.
- g) Where relevant and appropriate, and with the goal of contributing to provide a required comprehensive response to the communities' vulnerabilities, partners may consider mainstreaming within their regular DRR intervention context-specific issues such as epidemics preparedness and/or organized violence affecting their communities.
- h) The initial assessment should take into account all predictable events such as rainy season and elections. Extension of the contracts will only be allowed in exceptional circumstances that are beyond the partner's control.
- i) Support may be envisaged for designing and advocating for innovative responses which could be replicated by local authorities and communities, triggering and accompanying local and national actions.

Specific guidelines by countries prioritized:

Bolivia:

After several action plans, much experience has been developed at community and local level, and countrywide initiatives, particularly focusing on strengthening the legislative and institutional arrangements of national institutions, have allowed for a step forward in risk management in the country. Recent emergency response projects have also shown the potential of specific support activities that ensure good operational coordination among actors, though the 2014 floods in Beni and La Paz Amazon regions also showed that coordination among all administrative levels is still challenging during large-scale emergencies.

DRR projects, the partners should support the priorities established by National Authorities (particularly VIDECI), in terms of themes (such as the El Niño phenomenon, Altiplano issues and others) and geographic focus. Results from previous interventions, should be properly systematized for adaptation and replication to different administrative scenarios. Lessons learned from recent events have confirmed the need to strengthen decentralized municipal governments, by supporting local technical teams (creating or improving the UGR's capacities) to better include DRR and DRM in municipal plans, as well as to improve preparedness and response capacities, with strong links to departmental and national authorities. Needs assessments, information systems, international standards for humanitarian response, livelihoods approach to preparedness and rehabilitation and multi-level coordination are among the most important issues identified by national and local authorities.

Proposed DRR projects have to be discussed and coordinated with current ECHO funded actions in the country in order to establish a coordination mechanism among all humanitarian partners with local, sub-national and national authorities regarding the components to be proposed. Following what has already been achieved and the priorities of the authorities, projects should look at improving DRR and/or resilience components of most vulnerable livelihoods (particularly those whose food security is most threatened), particularly in rural areas (without excluding urban settlements), targeting most vulnerable people in each zone, and increasing people's preparedness for future events. Advocacy should also be done for less recurrent disasters if not sufficiently taken into consideration by the authorities.

As seen during recent events, activities looking at improving information sharing and early warning of events, and standardizing first evaluation assessments including all sectors (productive, infrastructure, health, etc) and consolidating response protocols at local level (including prepositioning of most used items) and coordination mechanisms between administrative levels (particularly Municipal/Departmental/National), integrating new actors such as the military will certainly have a positive impact on future emergency response. At the same time, increasing coordination with development actors for more coordinated longer term rehabilitation and reconstruction planning should be envisaged.

The DRR projects in Bolivia should not have local activities in the same areas as the "Resilience to floods initiative" projects that are being implemented in departments of Beni and La Paz (Mamoré and Beni watersheds).

Complementarity with other initiatives of the National Government and the EU Delegation in Bolivia are strongly recommended, particularly those pertaining to risk reduction, inter-institutional coordination, watershed management and livelihood resilience.

Interventions should focus on:

Geologic/seismic hazards: volcanic eruption, earthquakes and landslides and GLOF (Glacier Lake Outburst Floods).

- Geologic/seismic hazards: volcanic eruption, earthquakes and landslides and GLOF (Glacier Lake Outburst Floods).
- Hydro-meteorological hazards: extreme temperatures, taking into consideration the potential effects of El Niño Southern Oscillation (ENSO).
- Specific resilience initiatives for most vulnerable indigenous people, or most vulnerable inhabitants of urban and peri urban areas

Indicative amount expected: EUR 750 000

ECHO encourages at least 15% co-financed proposals along with technical quality of the proposal.

Colombia:

During the previous Action Plan, ECHO partners have continued working with communities and local authorities in reinforcing their capacities; in the preparation of this Action Plan coordination has been established with national and local institutions from the beginning of the process, including the formulation phase. This has allowed a definition of actions integrating the request expressed by institutions such as the National Unit for Risk Management (UNGR in its Spanish acronym). In this sense, many of the good practices tested at community and local level have been systematized and are being integrated by the National System of Risk Management as official tools.

In a context where Law 1523 proclaims the decentralization of Disaster Risk Management and a transfer of responsibility to local governments, there is a clear opportunity for ECHO partners to provide the national system with experiences, tools and guidelines that have been developed and tested with communities, municipalities and departments. This has been the case in the previous Action Plan and should be the case for the incoming one.

The work of DIPECHO partners has not only been articulated with UNGR but also with other sectors of the National DRM System (SNGRD), such as the Ministry of Agriculture and the Ministry of Education. ECHO and its partners can play a connecting role between sectors. This is extremely important considering that some aspects of the roles of different institutions are shared (e.g. Ministry of Agriculture and UNGR in livelihood recovery and UARIV and UNGR in

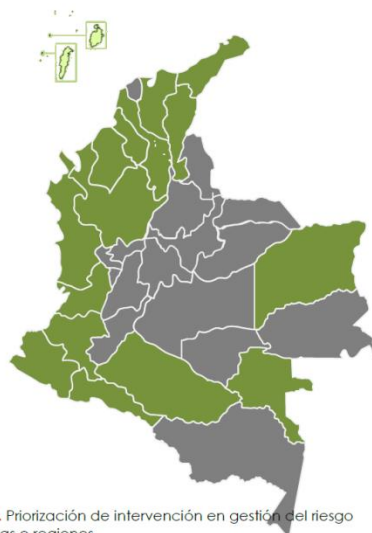


Tabla 6. Priorización de intervención en gestión del riesgo por zonas o regiones.
Mapa Nro. 4. Departamentos priorizados
Fuente: UNGRD, 2014

the area of disasters caused by the armed conflict).

The definition of priorities for DRM has been led by the UNGR with inputs from different actors, among them ECHO and its partners. These priorities are described in the document “Document of prioritization of strategic lines and intervention areas for Disaster Risk Management in Colombia, 2014-2018¹²”. This document should be considered in orienting actions in terms of results, objectives and geographical targeting, as well as in coordinating with authorities from the formulation stage onwards. The document describes the situation up to municipal level in terms of disaster impact, vulnerabilities (based on a multidimensional poverty index) and capacities. It prioritizes 15 departments of the country. In addition, there is a thematic classification of priorities in terms of institutional support, risk knowledge, Disaster Risk Reduction and specific Disaster Preparedness/Management.

ECHO partners are encouraged to take into account the priorities set out in this document, and specifically those which are considered to be within ECHO’s humanitarian mandate. According to UNGR's assessment, the issues considered as high priority and requiring support from international cooperation are the following:

Processes	Sub-processes	Requirements
Institutional strengthening	Governance	Adoption and implementation of the National DRM Policy at sectoral and territorial levels.
	Information systems	Reinforcement of the global DRM information system.
		Design and development of an information management system for disaster management
Risk knowledge	Identification of risk scenarios	Mapping of areas affected by El Niño/La Niña during the last 30 years, including local scenarios and capacities
	Risk monitoring	Exchange on academic and research experiences on threats
	Risk education and communication	Strengthening of tools and institutional capacities for decision makers and communities at municipal and department levels in order to reinforce the appropriation of DRM policies and programmes
Risk Reduction	Corrective risk management (Mitigation)	Technical guidelines on the use of bio-engineering and new technologies for the mitigation of risks associated with landslides, floods and coastal erosion
		Articulation of DRM and Climate Change Adaptation in sectoral

¹² <http://dipecholac.net/docs/files/783-priorizacion-de-lineas-estrategicas-y-zonas-de-intervencion-en-grd.pdf>

		policies
	Prospective management (Prevention)	risk Dissemination and articulation with SNGRD entities of the public-private alliances strategies implemented by UNGR DRM experiences in private sector social responsibility programmes Integration of DRM in territorial development plans, zoning, river shed management and other planning instruments
Disaster Management	Reactive management (Preparedness)	risk Permanent strengthening of technical and operational capacities of the country emergency response teams Exchange of experiences on private-public alliances for emergency response including monitoring and evaluation mechanisms Strengthening of local emergency response teams in border areas through plans agreed with the National Government.
	Post-disaster recovery	Methodologies and techniques for post disaster recovery, including monitoring tools for projects and agreements

Partners are encouraged to continue to complement processes already started but not fully concluded, such as:

- Drought management in the indigenous areas of the North of the country, where the crisis is foreseen to worsen during the implementation period if the current predictions of a strong El Niño phenomenon are confirmed.
- Construction of resilience in areas exposed to both natural hazards and conflict violence (double affectation), or by environmental disasters which are consequences of the conflict and with humanitarian impact.

Indicative amount expected: EUR 1 000 000

ECHO encourages at least 15 % co-financed proposals along with technical quality of the proposal.

Ecuador:

Valuable experience has been gained in Community Based Disaster Risk Management (CBDRM) in the framework of previous Action Plans. In the decentralization process, key actions have been supported and developed at municipal level, contributing to the strengthening of Risk Management Units (RMU) and with significant progress in DRR planning, which is nowadays articulated to municipal development plans (PDOT). However, in order to continue with this support to the National Decentralized Risk Management

System, additional efforts are needed in order to replicate these initiatives at local level, mainly in the most vulnerable territories of rural and marginal urban areas.

Proposed actions should be in line with the priorities of the various members of the System, from the Risk Management Secretariat (SGR) and other institutions of the national level (more oriented towards standardization, tools and regulations), to local decentralized levels (more oriented towards practical implementation, local planning and citizen participation in risk management decisions). Advocacy should also be carried out for less recurrent disasters if not enough taken into consideration by the authorities.

Following the guidelines of the document *Manual de Gestión de Riesgos*, a special emphasis should be put on strengthening the thematic tables which operate at various levels in the country. Partners are encouraged to strengthen sectoral and municipal actors in coordination with the SGR, using a focused geographic pilot zone to implement new solutions and tools and provide documented evidence of effectiveness. DRR institutional coordination mechanisms and technical scientific platforms at national level are needed to influence the different structures which compose the System.

Additionally, efforts are needed to support and follow up the Humanitarian Country Team constituted in 2013 in Ecuador, putting emphasis on coordination with the Risk Management Secretariat (SGR) and other institutions in charge of humanitarian response in the country, and in line with the document *Manual para la Gestión de Asistencia Humanitaria Internacional*. Support to the preparedness of such structures is also necessary in order to contribute to a more efficient and quality response when needed.

The Country Document (*Bases para la Planificación en gestión de Riesgos*) elaborated by the Risk Management Secretariat with support of ECHO partners, containing priorities and guidelines to strengthen the whole system, needs to be updated and adapted to a more strategic scope in order to enhance its impact and provide a more effective contribution of accumulated knowledge at national level.

Where possible, coordination is required with ongoing DRR initiatives, funded by ECHO or other actors in the country, as well as alignment with development actors (SENPLADES, AME, Congope, etc).

DRR Interventions in Ecuador should focus on:

- Geologic/seismic hazards: volcanic eruption, earthquakes, tsunamis, landslides and GLOF.
- Hydro-meteorological hazards: floods at national level, taking in consideration the potential effects of El Niño Southern Oscillation (ENSO).
- Specific resilience initiatives for most vulnerable indigenous people, or most vulnerable inhabitants of urban and peri urban areas

Indicative amount expected: EUR 750 000

Preference will be given to at least 15 % co-financed proposals

Paraguay:

In recent years, several Action Plans focused on DRR have developed positive engagement at local level with subnational or national initiatives, particularly focusing on the main hazards highlighted for Paraguay that are related to hydro meteorological events that affect most of the country.

The DRR Projects to be proposed have to discuss and coordinate with current ECHO funded actions in the country in order to establish a coordination mechanism among all humanitarian partners with local, sub-national and national authorities regarding the components to be proposed. Geographically, it is important to consider hazards in the river watersheds of Rivers Paraguay and Parana (in the most prone areas to cause significant impact to the population in one of the two watersheds; i.e. department of Ñeembucu), targeting most vulnerable people in each zone, and increasing people's preparedness for future events. Improving DRR and/or resilience components related to hydrometeorological events is highly prioritized in Paraguay. Projects should target most vulnerable people in each zone, and increasing people's preparedness for future events in both, urban settlements and rural prone areas. Significant efforts should also be placed on increasing coordination with development actors for more coordinated longer term rehabilitation and reconstruction planning.

According to national priorities discussed with different parties, it is important to provide support to enhance the capacities of the National Emergency Secretariat in order to consolidate its strategy and contingency plans to respond to emergencies and disaster countrywide, and supporting its Disaster Risk Management and Reduction National Policy. This kind of support also includes decentralized structures at subnational level (i.e. Departmental Risk Management Secretariats).

This includes: Strengthening the coordination mechanisms to ensure effective national communication and ensure horizontal and vertical flow of information from sectoral, technical, departmental, municipal and local structures; further developing the livelihoods protection aspects and when relevant and appropriate including training at community and municipal level; fostering the institutionalization of processes (including DRR tools); under the leadership of the competent authorities, including the participation of sectoral stakeholders and civil society and private actors in the relevant area; ensuring the socialization of information generated at scientific and technical levels produced by government institutions and non-governmental agencies; strengthening the links between competent technical institutions and the proposed actions.

Lessons learned exercises from the 2012 to 2015 floods in the different areas should be used as guidelines to strengthen identified needs, and complementarity with other initiatives of the National Government, the EU Delegation in Paraguay as well as other donors/actors is strongly recommended, particularly pertaining to risk reduction, inter-institutional coordination, watershed management and livelihood resilience.

Interventions should focus on:

- Hydro-meteorological hazards: storms, heavy rains, hailstorms and hurricane winds. The potential effects of El Niño Southern Oscillation (ENSO) should also be considered.

- Specific resilience initiatives for most vulnerable indigenous people, or most vulnerable inhabitants of urban and peri urban areas

Indicative amount expected: EUR 500 000

ECHO encourages at least 15% co-financed proposals along with technical quality of the proposal.

Peru:

The national DRM Law and a consequent increase of public funds available at local level provide an enhanced opportunity for replication compared to previous DIPECHO programmes in the country.

The work of partners has been articulated with the National Risk Management Secretariat of the Presidency Council of Ministers (SNGR - PCM), National Civil Defence Institute (INDECI), and the National Centre for Estimation, Prevention and Disaster Risk Management (CENEPRED) and also with other sectors of the National DRM System (SNGRD), such as the Ministry of Finance and National Centre of Strategic Planning (CEPLAN). ECHO and its partners have also played a role as articulator between sectors. This is important considering that some aspects of the roles of different institutions are shared.

The National Risk Management Plan (PLANAGERD) is the reference document for any intervention in Peru as it considers DRM scenarios and priorities to be addressed.

There is a clear opportunity for ECHO partners to provide the national system with experiences, tools and guidelines that have been developed and tested with communities, municipalities and departments. Advocacy should also be done for less recurrent disasters if not enough taken into consideration by the authorities.

ECHO partners are encouraged to take into account the priorities set by the National Risk Management Plan and should support consolidation, dissemination and advocacy for replication, specifically those which are considered to be under ECHO's humanitarian scope and mandate.

Interventions should focus on:

- Geologic/seismic hazards: volcanic eruption, earthquakes/tsunamis, landslides, and GLOF (Glacier Lake Outburst Floods)
- Hydro-meteorological hazards: floods (Amazon region) and extreme temperatures (highlands) will be also considered as a priority. The potential effects of El Niño Southern Oscillation (ENSO) should be also considered
- Specific resilience initiatives for most vulnerable indigenous people, or most vulnerable inhabitants of urban and peri urban areas

Indicative amount expected: EUR 750 000

ECHO encourages at least 15 % co-financed proposals along with technical quality of the proposal.

Venezuela:

Muti-hazard scenarios, specially hydrometeorology and geological hazards are a priority for DRR actions. It is important to support enhanced coordination mechanisms in emergencies between Civil Protection at sub-national level with the Vice-Ministry of Risk Management at national level.

It is important to foster the institutionalization of processes (including DRR tools); under the leadership of the competent authorities, including the participation of various sectoral stakeholders and civil society actors in the relevant area. Disaster risk management in urban context and education should be integrated in proposed actions.

For the risk analysis, the entry point of a DRR intervention is the natural hazard itself and the vulnerabilities. But the evolution of the humanitarian context in certain areas in Venezuela shows that humanitarian stakeholders have to take into consideration the impact of violence, as a key element of increased vulnerability of the population and reduced capacity of basic social services in different areas of the country. Proposed operations should take into account (if relevant and appropriate) the integration of this variable in their analysis of vulnerabilities and capacities, allowing a more comprehensive approach when strengthening capacities.

Proposed operations should, when appropriate, take into account the integration of preparedness to the risk of epidemics in their planning as part of a comprehensive risk approach. In this sense, where appropriate, local and municipal multi-hazards approach plans should include epidemiologic outbreak protocols and coordination with institutions leading the national response in this type of threat. However, this approach should not replace what might be covered by ECHO's other financial instruments such as the epidemic decision.

Interventions should focus on:

- Health;
- Hydro-meteorological hazards: floods; Geologic/seismic hazards: earthquakes and landslides.
- Specific resilience initiatives for most vulnerable indigenous people, or most vulnerable inhabitants of urban and peri urban areas

Indicative amount expected: EUR 400 000

ECHO encourages at least 15 % co-financed proposals along with technical quality of the proposal.