

TECHNICAL ANNEX

ENHANCED RESPONSE CAPACITY

FINANCIAL, ADMINISTRATIVE, AND OPERATIONAL INFORMATION

The provisions of the financing decision ECHO/WWD/BUD/2024/01000 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 that may be included in the related Humanitarian Implementation Plan (HIP).

1. CONTACTS

Operational Unit in charge DG ECHO¹/B4 Humanitarian Aid Policies and International Humanitarian Law

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2. FINANCIAL INFO

Indicative Allocation²: EUR 29 500 000

Indicative breakdown per Actions as per Worldwide Decision (in euros)³:

Country(ies)	Action (a) Human-induced crises and natural hazards	Action (b) Initial emergency response/small-scale/epidemics	Action (c) Disaster Preparedness	Actions (d) to (f) Transport / Complementary activities	TOTAL
GLOBAL			4 000 000	12 000 000	16 000 000
Global Pilot PPs	12 000 000		1 500 000		13 500 000
					29 500 000

¹ Directorate-General for European Civil Protection and Humanitarian Aid Operations (ECHO)

² The Commission reserves the right not to award all or part of the funds made or to be made available under the HIP to which this Annex relates, or to allocate part of the funding to interventions with a regional or multi-country approach.

³ For flexibility and fast responsiveness purposes, this breakdown can be adjusted within certain limits based on newly arising needs.

3. PROPOSAL ASSESSMENT

a) Co-financing:

Under the EU Financial Regulation, grants must involve co-financing; as a result, the resources necessary to carry out the action must not be provided entirely by the grant. An action may only be financed in full by the grant where this is essential for it to be carried out. In such a case, justification must be provided in the Single Form (section 10.4)⁴.

b) Financial support to third parties (implementing partners)

Pursuant to Art. 204 Financial Regulation, for the implementation of actions under direct management under this HIP, partners may provide financial support to third parties, e.g., implementing partners. This financial support can only exceed EUR 60 000 if the objectives of the action would otherwise be impossible or excessively difficult to achieve. In such cases, justification must be provided in the Single Form (section 10.6) based on the following grounds: a limited number of non-profit NGOs have the capacity, skills or expertise required; there are only a limited number of organisations in the country of operation, or in the region(s) where the action takes place; in a confederation, family or network context, the partner would rely on other members of the confederation, family or network to ensure geographical coverage, while minimising costs and avoiding duplication.

c) Alternative arrangements

In case of country or crisis-specific issues or unforeseeable circumstances, which arise during the implementation of the action, the Commission (DG ECHO) may issue specific ad-hoc instructions which partners must follow. Partners may also introduce via the Single Form duly justified requests for alternative arrangements to be agreed by the Commission (DG ECHO) in accordance with Annex 5 to the Grant Agreement.

d) Field office costs

Costs for use of the field office during the action are eligible and may be declared as unit cost according to usual cost accounting practices, if they fulfil the general eligibility conditions for such unit costs and the amount per unit is calculated:

- i. using the actual costs for the field office recorded in the beneficiary's accounts, attributed at the rate of office use, and excluding any cost which are ineligible or already included in other budget categories; the actual costs may be adjusted on the

⁴ Single form guidelines: <https://www.dgecho-partners-helpdesk.eu/ngo/action-proposal/fill-in-the-single-form>

basis of budgeted or estimated elements, if they are relevant for calculating the costs, reasonable and correspond to objective and verifiable information

and

- ii. according to usual cost accounting practices which are applied in a consistent manner, based on objective criteria, regardless of the source of funding.

- e) Actions embedded in multi-annual Programmatic Partnerships⁵

Funding under this HIP may be used to finance actions implemented in the framework of multi-annual strategies (Programmatic Partnerships), as and when provided for in the HIP. Programmatic Partnerships can be at country, multi-country or regional level. If multi-country/regional, the proposals should specify the breakdown between the different country allocations.

- f) Regional and multi-country actions (non-Programmatic Partnerships)

Regional/multi-country actions can be supported under this HIP (and where relevant in conjunction with other HIPs⁶), where they are proven more suitable/effective than country-based interventions to respond to identified needs, taking into account the operating context, the strategy and the priorities set out in the HIP (or respective HIPs), the operational guidelines provided in section 4.1.2. of this Annex, as well as the applicant organisation's capacities. The proposals should specify the breakdown between the different country allocations.

- g) Multi-year funding actions⁷

HIPs may be used for multi-year funding actions, which should have a duration of minimum 24 months and the full budget is committed upfront. Specific policy areas for multi-year funding may be mentioned in the respective HIP. Multi-year funding actions aim at generating additional efficiency gains and improve design and delivery of humanitarian assistance. The submitted proposals should demonstrate these gains, which should be monitored during the implementation of the action and will have to be reported in the final reports of the action.

It is possible to request multi-year funding in the context of a Programmatic Partnership to be concluded with DG ECHO. In this situation, see section 3.e.stat

⁵ See the dedicated [guidance](#) on Programmatic Partnerships.

⁶ For multi country actions falling under more than one HIP, partners are requested to submit only one proposal in APPEL. The single form should refer to the HIP that covers the majority of targeted countries.

⁷ For more information - See the factsheet on EU Humanitarian Aid Multi-Year Funding available on the DG ECHO Website ([DGEcho WebSite \(dgecho-partners-helpdesk.eu\)](https://dgecho-partners-helpdesk.eu)) Additional information can be found here: Grand Bargain Quality funding commitments: [Grand Bargain Caucus on Quality Funding - Outcome Document - final - 11Jul22.pdf \(interagencystandingcommittee.org\)](#) and Grand Bargain definitions: [Multi-year and flexible funding - Definitions Guidance Summary - Narrative Section January 2020.pdf \(interagencystandingcommittee.org\)](#)

4. ADMINISTRATIVE INFO

1. Allocation round 1:

- a) Indicative amount: up to EUR 14 000 000.
- b) This allocation round will cover the priorities of the humanitarian aid budget line to fund innovative humanitarian interventions under the following sectors, as detailed under the HIP: IHL, humanitarian access and protection; digitalisation, localisation, education in emergencies, health, internal displacement, renewed support to the continued adaptation of the humanitarian system, disaster preparedness, anticipatory action and addressing environmental degradation in humanitarian settings, including greening of humanitarian aid.
- c) Costs will be eligible from 01/01/2024
- d) The initial duration for the Action may be up to 24 months or more⁸ provided that the added value of a multi-annual duration is demonstrated by the partner⁹. Follow-up actions, which continue/extend ongoing operations financed under a previous Humanitarian Implementation Plan, can be submitted as modification requests to extend the overall duration to a maximum of 48 months. Actions that are extended further through modification requests can be funded under a maximum of three successive Humanitarian Implementation Plans. The same approach may also be used to the extent appropriate in furtherance of any multi-annual strategies provided for by the HIP (see point e) of section 2 above).
- e) Potential partners¹⁰: All DG ECHO Partners
- f) Information to be provided: Single Form or Modifications requests of on-going actions¹¹
- g) Indicative date for receipt of the above requested information: by 15th May 2024

Allocation round 2: Anticipatory Action

- a) Indicative amount: up to EUR 2 000 000.
- b) Through this allocation round, EUR 2 000 000 will be allocated to Save the Children Germany to support the Start Ready programme by the Start Network. Start Ready is an instrument that takes a unique approach to using risk-pooling and insurance and involving local organisations. Through this allocation, DG ECHO intends to step up its involvement in anticipatory action and generate additional evidence on the use of AA, while also supporting localisation and the use of innovative funding mechanisms and testing this new partnership.

⁸ Maximum duration of an action is 48 months.

⁹ See the factsheet on EU Humanitarian Aid Multi-Year Funding available on the DG ECHO Website ([DGEcho WebSite \(dgecho-partners-helpdesk.eu.\)](https://dgecho-partners-helpdesk.eu/))

¹⁰ Unless otherwise specified potential NGO partners refer to certified partner organisations.

¹¹ Single Forms will be submitted to DG ECHO using APPEL.

- c) Costs will be eligible from 01/01/2024
- d) The initial duration for the Action may be up to 24 months or more¹² provided that the added value of a multi-annual duration is demonstrated by the partner¹³. Follow-up actions, which continue/extend ongoing operations financed under a previous Humanitarian Implementation Plan, can be submitted as modification requests to extend the overall duration to a maximum of 48 months.
- e) Pre-selected partner: Save the Children Germany in its role as grant custodian and member of the Start Network as the Partner for this project. DG ECHO has pre-selected a partner that is a member of Start Network, as Start Ready is an instrument that takes an innovative approach to using risk-pooling and insurance to pool funds and risks between large humanitarian partners and local NGOs. This innovative approach reflects the approach to scaling up AA and fostering localisation that DG ECHO is pursuing. DG ECHO is already supporting Anticipatory Action implemented by the Red Cross Movement (through the DREF) and UN (including through the FAO pilot Programmatic Partnership) and now wishes to focus on a pooled fund with a strong local NGO footprint in the area of Anticipatory Action.
- f) Information to be provided: Modifications request of on-going action
- g) Indicative date for receipt of the above requested information: by 15 April 2024

Allocation round 3: Contribution to pilot Programmatic Partnerships (year 3)

- a) Indicative amount: up to EUR 13 500 000
- b) Costs will be eligible from 01/01/2024
- c) The initial duration for the Action may be up to 24 months or more¹⁴ provided that the added value of a multi-annual duration is demonstrated by the partner¹⁵. Follow-up actions, which continue/extend ongoing operations financed under a previous Humanitarian Implementation Plan, can be submitted as modification requests to extend the overall duration to a maximum of 48 months. For Disaster Preparedness, justification is needed only for particularly volatile contexts. Actions that are extended further through modification requests can be funded under a maximum of three successive Humanitarian Implementation Plans. The same approach may also be used to the extent appropriate in furtherance of any multi-annual strategies provided for by the HIP (see point e) of section 2 above).
- d) Pre-selected partner: IFRC, ICRC and OCHA, given their respective mandates.

¹² Maximum duration of an action is 48 months.

¹³ See the factsheet on EU Humanitarian Aid Multi-Year Funding available on the DG ECHO Website ([DGEcho WebSite \(dgecho-partners-helpdesk.eu.\)](https://dgecho-partners-helpdesk.eu/))

¹⁴ Maximum duration of an action is 48 months.

¹⁵ See the factsheet on EU Humanitarian Aid Multi-Year Funding available on the DG ECHO Website ([DGEcho WebSite \(dgecho-partners-helpdesk.eu.\)](https://dgecho-partners-helpdesk.eu/))

Up to EUR 1 500 000 are earmarked for support to the pilot programmatic partnership with IFRC for its disaster Preparedness component of the pilot Programmatic Partnership “Accelerating local action in humanitarian and health crises”, which focuses on six cross-cutting issues (anticipatory action, climate-smart programming, environmental sustainability, legal frameworks, digital transformation, National Society preparedness and response capacity strengthening).

Up to EUR 10 000 000 are earmarked for support to the pilot Programmatic Partnership on the prevention of IHL violations (year 3), which will focus on the promotion and operationalisation of IHL. It will support ICRC prevention activities, ensuring a credible and trusted voice on IHL regarding states, non-state armed groups, partners and others.

Up to EUR 2 000 000 for support to the pilot Programmatic Partnership with OCHA (year 3) are reserved under this HIP to fund strategic-level support in selected, geographically un-earmarked priority area(s), complementing the field coordination support to OCHA funded under the respective geographic HIPs. The strategic-level support and the field coordination support will be mutually reinforcing. The concrete area(s) for strategic-level support under a possible pilot Programmatic Partnership will be jointly determined by DG ECHO and OCHA; potential areas could inter alia tentatively include e.g. Accountability to Affected Populations; Humanitarian Advocacy and Humanitarian Diplomacy; Humanitarian Civil-Military Coordination; Humanitarian leadership; and Coordinated Needs Assessments or other(s), as mutually agreed.

- e) Information to be provided: Modification request of on-going actions will be submitted using APPEL.
- f) Indicative date for receipt of the above requested information: by 15 April 2024

4.1. Operational requirements:

4.1.1. Assessment criteria:

- 1) Relevance
 - How relevant is the proposed intervention; is it compliant with the objectives of the HIP?
 - Has a joint needs assessment been used for the proposed intervention (if existing)? How have the local partners been included in the needs assessment efforts? Have other recent and comprehensive needs assessments been used?
 - Has the proposed intervention been coordinated with other humanitarian actors and local and national actors?
- 2) Capacity and expertise (including in support to the localisation approach)
 - Does the partner, with its implementing partners, have sufficient expertise (country / region and / or technical)?
 - How does the partner contribute to developing/strengthening local capacity?
- 3) Methodology and feasibility

- Quality of the proposed response strategy, including intervention logic / logframe, output & outcome indicators, risks, and challenges.
 - Feasibility, including security and access constraints.
 - Quality of the monitoring arrangements.
 - Quality of the proposed localisation approach, and measures taken to minimise the transfer of risks.
- 4) Coordination and relevant post-intervention elements
- Extent to which the proposed intervention is building on ongoing local response and in coordination with other humanitarian actors and actions (including, where relevant, the use of single interoperable registries of beneficiaries).
 - Extent to which the proposed intervention contributes to resilience and sustainability, including the sustainability of locally driven responses.
- 5) Cost-effectiveness/efficiency/transparency
- Does the proposed intervention display an appropriate relationship between the resources to employed, the activities to be undertaken and the objectives to be achieved?
 - Is the breakdown of costs sufficiently documented/explained, including the information on percentage of funding to be implemented by local actors and the share of overhead costs transferred to them?¹⁶

In case of actions ongoing in the field, where DG ECHO is requested to fund the continuation thereof, a field visit may be conducted by DG ECHO field expert (TA) to determine the feasibility and quality of the follow-up action proposed.

In case of a Programmatic Partnership, the proposed action shall be assessed under the same criteria as listed above. However, a Programmatic Partnership proposal must also demonstrate a clear added value (e.g. efficiency gains; longer term outcomes, scaling up of innovative approaches; contribution to a specific policy; etc.). See dedicated guidance to partners for more details.

No award will be made to NGO partner organisations which have not complied with their obligations concerning the submission of audited financial statements (i.e., which would not have submitted those in due time to the Commission without a proper justification) or which would appear not to offer sufficient guarantee as to their financial capacity to implement the proposed actions (in light of their liquidity and independency ratios as appearing from their latest available annual statutory accounts certified by an approved external auditor).

¹⁶ In accordance with the relevant section of the Single Form guidelines (section10)

All awards made using EU Funds must respect the Conditionality Measures¹⁷ issued under any Council Implementing Decision adopted in accordance with Article 6 of EU Regulation 2020/2092 on a general regime of conditionality for the protection of the Union budget¹⁸ (“Conditionality Decision”).

The Commission hereby notifies applicants under this HIP/TA of the following Conditionality Decision (valid at the date of publication of this HIP/TA):

- **Council Implementing Decision (EU) 2022/2506 of 15 December 2022 on measures for the protection of the Union budget against breaches of the principles of the rule of law in Hungary¹⁹.**

This Conditionality Decision, in particular its Article 2.2, prohibits legal commitments under direct and indirect management with any public interest trust established by Hungarian Act IX of 2021²⁰, including those entities listed in Annex I to Hungarian Act IX of 2021²¹ and other affiliated entities maintained by them (“Concerned Entities”). The Commission will further notify when the above-mentioned Conditionality Measures are lifted.

4.1.2 Specific operational guidelines and operational assessment criteria:

This section outlines the specific operational guidelines that DG ECHO partners need to take into account in the design of humanitarian operations supported by DG ECHO. It also lists and explains the assessment criteria – based on those outlined in section 4.1.1 - that DG ECHO will apply in the specific context of the HIP to which this Technical Annex relates when assessing proposals submitted in response to the related HIP.

The HIP Policy Annex should be consulted in parallel.

Partners should submit together with the proposal an indicative medium to long-term financial overview which estimates the resource needs beyond the DG ECHO funding period, as relevant. This should include an outline of the options to cover these needs for example through contributions of participating partners, funding through other donors, or cost recovery. The partners are free to choose the most appropriate format of this indicative overview.

¹⁷ Conditionality Measures against a Concerned Entity, may, for example, include, amongst others, the requirement to: suspend payments or the implementation of the legal commitment to/with the Concerned Entity; and/or terminate the legal commitment with the Concerned Entity; and/or prohibit entering into new legal commitments with the Concerned Entity. Conditionality Decisions and Measures issued under Council Implementing Decisions may impact the implementation of grants, contributions and procurement contracts awarded, as the Commission is required to ensure the application of these Conditionality Decisions and Measures in the implementation of the EU budget via both direct and indirect management.

¹⁸ Regulation (EU, Euratom) 2020/2092 of the European Parliament and of the Council of 16 December 2020 on a general regime of conditionality for the protection of the Union budget OJ L 433I , 22.12.2020, p. 1–10

¹⁹ OJ L 325, 20.12.2022, p. 94–109

²⁰ Act IX of 2021 on public interest trust foundations with a public service mission (entry into force 01/01/2023).

²¹ Available (in Hungarian) at: <https://njt.hu/jogszabaly/2021-9-00-00>

Initiatives should be of global and/or systemic scope and nature, i.e. geared towards capacity building benefitting the humanitarian system at large and/or all actors involved in humanitarian relief. This should be reflected in effectiveness of approach and intervention logic to achieve outcomes in terms of improved response capacity and sustainability of actions. Proposals should, to the extent relevant, also aim at fostering innovation in humanitarian response.

In terms of inclusiveness, DG ECHO seeks to encourage hybrid initiatives and coordination agreements, which involve a broad range of actors engaged in humanitarian response – for example the private sector, academia, scientific research, or regional organisations. This should ensure the broadest coverage of the given theme/sector and the potential uptake.

Open and effective knowledge sharing within and beyond the humanitarian sphere is considered primordial. In order to ensure the maximum reach and uptake, materials produced by the action should be shared on recognised, existing platforms. A concept to ensure ownership and accessibility of the material beyond the project duration should be elaborated. Proposals should also include a strong product dissemination and visibility strategy.

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. Incorporating lessons learnt and good practice and building of a proactive sharing of lessons and evidence throughout and in follow up of the actions is also key.

Additional information will be required for blended finance projects. Partners are required to submit the blended finance annex to the Single Form – available on request from DG ECHO. This annex includes information concerning financial instrument used, investment logic and any repayment terms in the context of the project, as well as information on the benefit of taking a blended finance approach over a traditional grant-based approach.

Projects will be subject to a monitoring mission by DG ECHO staff at least once and, if applicable, in form of joint monitoring missions to field locations with headquarters representatives of partners organisations. As a donor, DG ECHO might become member or observer in project advisory boards or other governance fora, as appropriate.