

TECHNICAL ANNEX

ENHANCED RESPONSE CAPACITY

FINANCIAL, ADMINISTRATIVE AND OPERATIONAL INFORMATION

The provisions of the financing decision ECHO/WWD/BUD/2021/01000 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/C1 (Humanitarian Aid Thematic Policies unit)

Contact persons at HQ Alice Soukupova, alice.soukupova@ec.europa.eu

2. FINANCIAL INFO

Indicative Allocation²: EUR 9 000 000.

In line with DG ECHO's commitment to the Grand Bargain, pilot Programmatic Partnerships are envisaged with a limited number of partners. In the context of the ERC HIP, it is envisaged to award EUR 500 000 to IFRC to support global aspects of a pilot programmatic partnership.

Breakdown per Actions as per Worldwide Decision (in euros):

Country(ies)	Action (a) Man-made crises and natural disasters	Action (b) Initial emergency response/small-scale/epidemics	Action (c) Disaster Preparedness	Actions (d) to (f) Transport / Complementary activities	TOTAL
Global			4 000 000	5 000 000	9 000 000

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.

3. PROPOSAL ASSESSMENT

a) Co-financing:

Under the EU Financial Regulation (FR), 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).

b) Financial support to third parties (implementing partners)

Pursuant to Art. 204 FR, for the implementation of actions 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. Such situations can occur in cases where only a limited number of non-profit non-governmental organisations have the capacity, skills or expertise to contribute to the implementation of the action or are established in the country of operation or in the region(s) where the action takes place.

Ensuring broad geographical/worldwide coverage while minimising costs and avoiding duplications concerning in particular presence in country, prompted many humanitarian organisations to network, e.g. through families or confederations. In such a context, the situations referred to above would imply that the partner would rely on other members of the network. In such cases, justification must be provided in the Single Form.

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 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.

3.1. Administrative info

Allocation round 1

- a) Indicative amount: up to EUR 9 000 000.
- b) Actions will start from 15/09/2021
- c) The initial duration for the Action may be up to 24 months, including for Actions on Education in Emergencies, Disaster Preparedness, as well as for pilot Programmatic Partnerships. In view of the transition towards the 2021-2027 Multi annual Financial Framework, the new Single Form and the Model Grant Agreement, it will not be possible to present follow-up actions, which continue/extend ongoing operations, as modification requests for the first allocation round of the 2021 HIP. Proposals will need to be submitted as new proposals on the basis of the new Single Form.
- d) Potential partners³: all DG ECHO Partners
- e) Information to be provided: Single Form⁴
- f) Indicative date for receipt of the above requested information: by 15/09/2021.⁵

3.2. Operational requirements:

3.2.1. Assessment criteria:

- 1) Relevance

³ Unless otherwise specified potential NGO partners refer to certified partner organisations.

⁴ Single Forms will be submitted to DG ECHO using APPEL.

⁵ The Commission reserves the right to consider Single Forms transmitted after this date, especially in case certain needs/ priorities are not covered by the Single Forms received by the deadline.

- How relevant is the proposed intervention and its compliance with the objectives of the HIP?
 - Has the joint needs assessment been used for the proposed intervention (if existing)?
 - Has the proposed intervention been coordinated with other relevant humanitarian actors?
- 2) Capacity and expertise
- Does the partner, with its implementing partners, have sufficient expertise (country / region and / or technical)?
- 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.
- 4) Coordination and relevant post-intervention elements
- Extent to which the proposed intervention is to be implemented 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.
- 5) Cost-effectiveness/efficiency/transparency
- Does the proposed intervention display an appropriate relationship between the resources to be employed, the activities to be undertaken and the objectives to be achieved?
 - Is the breakdown of costs sufficiently documented/explained?⁶

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).

3.2.2. Specific operational guidelines and operational assessment criteria for Enhanced response Capacity Funding:

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 3.2.1 - that

⁶ In accordance with the relevant section of the Single Form guidelines (section10).

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 ECHO funding period, as relevant. This should include an outline 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 indicative overview.

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/logframe 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.

For proposals targeting the priority of **blended finance**, partners should, in addition to the elements demanded in the Single Form and to the conditions set out in the HIP, include with their proposal additional information relating to the financial mechanism used. This should specifically highlight how the DG ECHO grant will be used including particularly if it is transferred to any third party, fund or other special purpose vehicle which facilitates the blending of finance, and the conditions for its use within that mechanism. This is required to assess the compatibility of the grant's use with DG ECHO's legal framework, including particularly whether any contingent liabilities would be attached to the grant which may not be consistent with its final use within the timeframe of the project. Partners may also outline in annex how the proposal meets the operational requirements for blended finance, namely: the source of any additional finance; the leveraging impact expected (and the proposed means for demonstrating the leverage achieved); and an

outline of the humanitarian interest of the project, particularly why humanitarian rather than development finance is required to catalyse the blended finance mechanism, referring to the policy and legal documents that underpin DG ECHO's mandate⁷.

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.

⁷ In particular: Council Regulation (EC) No 1257/96 of 20 June 1996 concerning humanitarian aid (The Humanitarian Aid Regulation – HAR); the European Consensus on Humanitarian Aid; and the HIP Policy Annex