

TECHNICAL ANNEX

TURKEY

FINANCIAL, ADMINISTRATIVE AND OPERATIONAL INFORMATION

The provisions of the financing decision ECHO/WWD/BUD/2018/01000 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 50 000 000

Specific Objective 1 - Man-made crises ² :	HA-FA: EUR 50 000 000
Total:	HA-FA: EUR 50 000 000

The indicative allocation of EUR 50 000 000 is to be dedicated to the following:

- (1) An indicative amount of EUR 49 500 000 may be made available to DG ECHO Partners in line with the requirements outlined under Section 3.1. herein.
- (2) The Commission may also award one or more service contracts as per the relevant applicable Commission procedures established in the EU Financial Regulation³ for the following activities:
 - (a) Additional studies/evaluation may be envisaged in the course of 2018 with a view to informing programme improvement, and ESSN/CCTE transition.

The indicative amount made available through these contracts is EUR 500 000

3. PROPOSAL ASSESSMENT

3.1. Administrative info

Assessment round 1

- a) Indicative amount: up to EUR 22 000 000.
- b) Description of the humanitarian aid interventions relating to this assessment round: all interventions as described in Section 3 of the HIP.
- c) Costs may be eligible from 01/02/2018⁴. Actions may start from 01/02/2018.
- d) The expected initial duration for the Action is up to 24 months, including for Actions on Education in Emergencies, Disaster Preparedness.
- e) Potential partners⁵: All ECHO Partners.

² As possibly aggravated by natural disasters.

³ Regulation (EU, Euratom) No 966/2012 of the European Parliament and of the Council of 25 October 2012 on the financial rules applicable to the general budget of the Union (OJ L 298, 26.10.2012, p. 1).

⁴ The eligibility date of the Action is not linked to the date of receipt of the Single Form. It is either the eligibility date set in the Single form or the eligibility date of the HIP, whatever occurs latest.

⁵ For British applicants (non-governmental organisations): Please be aware that you must comply with the

- f) Information to be provided: Single Form⁶
- g) Indicative date for receipt of the above requested information: by 14/05/2018⁷.

Assessment round 2

- a) Indicative amount: up to EUR 27 500 000.
- b) Description of the humanitarian aid interventions relating to this assessment round: all interventions as described in Section 0 and Section 3 of the HIP.
- c) Costs may be eligible from 01/08/2018⁸. Actions may start from 01/08/2018.
- d) The expected initial duration for the Action is up to 24 months, including for Actions on Education in Emergencies, Disaster Preparedness.
- e) Potential partners⁹: All ECHO Partners.
- f) Information to be provided: Single Form¹⁰
- g) Indicative date for receipt of the above requested information: by 17/09/2018¹¹.

3.2. Operational requirements:

3.2.1. Assessment criteria:

The assessment of proposals will look at (in no particular order of priority):

Each action will be assessed against a set of criteria according to the specific context of intervention. These criteria include:

- > Relevance to DG ECHO strategy and operational requirements;
- > Quality of the needs assessment¹²
- > Quality of the response strategy, including the relevance of the intervention and coverage;

requirement of establishment in an EU Member State for the entire duration of the grants awarded under this HIP. If the United Kingdom withdraws from the EU during the grant period without concluding an agreement with the EU ensuring in particular that British applicants continue to be eligible, you will cease to receive EU funding or be required to leave the project on the basis of Article 15 of the grant agreement.

⁶ Single Forms will be submitted to DG ECHO using APPEL

⁷ 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.

⁸ The eligibility date of the Action is not linked to the date of receipt of the Single Form. It is either the eligibility date set in the Single form or the eligibility date of the HIP, whatever occurs latest.

⁹ For British applicants (non-governmental organisations): Please be aware that you must comply with the requirement of establishment in an EU Member State for the entire duration of the grants awarded under this HIP. If the United Kingdom withdraws from the EU during the grant period without concluding an agreement with the EU ensuring in particular that British applicants continue to be eligible, you will cease to receive EU funding or be required to leave the project on the basis of Article 15 of the grant agreement.

¹⁰ Single Forms will be submitted to DG ECHO using APPEL

¹¹ 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.

¹² Partners are expected to contribute and use coordinated needs assessments on crisis and sector level in line with Grand Bargain commitments

- > The logical framework, including robust and relevant output and outcome indicators;
- > Feasibility;
- > Implementation capacity and technical expertise; and
- > Knowledge of the country/region.

Depending on the characteristics of the crisis, other elements are likely to be taken into account when assessing the proposals, such as:

- > Security;
- > Coordination;
- > Access arrangements;
- > Monitoring system;
- > Sustainability, resilience, Linking Relief Rehabilitation and Development;
- > Cost efficiency; or comparative advantage of the action or the partners.

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.

3.2.2. *Operational guidelines:*

This section outlines the general and specific operational guidelines which need to be taken into account by DG ECHO partners in the design of humanitarian operations supported by DG ECHO. Complementary information can be retrieved on these guidelines in the links provided below. Partners are invited to duly reflect the guidance provided in these documents in the preparation of their proposals to DG ECHO.

3.2.2.1. General Guidelines

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. DG 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. DG ECHO or its partners can request the suspension of ongoing actions as a result of serious threats to the safety of staff.

Accountability: As the quality and robustness of any humanitarian aid operation lie first and foremost with the organisation that proposes it and will be responsible for its implementation in the field, attention is drawn to the fact that DG ECHO partners' accountability in this respect relate, *inter alia*, to the following aspects of Actions' design and implementation:

- o The identification of the beneficiaries and of their needs through robust, comprehensive methods conducted in a coordinated manner with humanitarian partners on sector and crisis level¹³;
- o Management and monitoring of operations, as properly facilitated by adequate systems in place;
- o Monitoring and reporting on activities, outputs and outcomes, through robust indicators and the associated capacities to collect and analyse information;
- o Identification and analysis of logistic and access constraints and risks, and the steps taken to address them.

Local disaster response organisations have had and continue to play an indispensable role in responding to the humanitarian needs. DG ECHO funds have and will be translated into services and assistance provided by local actors in the majority of cases. As such, DG ECHO will continue to ask for strategic partnerships of FPA/FAFA partners with local actors in line with the Grand Bargain commitments.

Grand Bargain commitments: DG ECHO and most of its main partners have signed up to the Grand Bargain, a set of commitments in line with current good practice and ongoing policy discussions seeking to bring about substantial changes in terms of aid efficiency. While many of the commitments require further ground work on a global level, progress can be made in 2018 already on a certain number of commitments. In addition to the commitments covered by specific section in this annex (cash, humanitarian-development nexus, localisation and accountability to affected populations), partners are expected to explore and propose concrete ways of implementing commitments such as multi-annual planning and reduced duplication and management costs (such as making use of technology and innovation to be more cost effective or providing clear, comparable cost structures).

Innovation and the private sector: Humanitarian emergencies are reaching unprecedented levels. Strengthening the capacity of humanitarian actors to respond to

¹³ See footnote related to the quality of needs assessment and the Grand bargain-related section below.

natural disasters and man-made crises in an effective and efficient manner is a priority. Innovation can play an important role in this respect. Harnessing the technological innovation, technical skills and expertise of the private sector and academia is determinant. Where it is in the interest of the action, and without prejudice to the applicable legal framework, DG ECHO encourages an increased involvement of a wide range of actors, including the local and international private sector, and the adoption of innovative solutions and approaches to optimising the efficiency and effectiveness of the humanitarian response.

Cash-based assistance: DG ECHO will support the most effective and efficient modality of providing assistance, whether it be cash, vouchers or in-kind assistance. However, in line with WHS commitments, DG ECHO will endeavour to increase cash-based interventions in the interests of cost efficiency and effectiveness gains. Partners should provide sufficient information on the reasons why a transfer modality is proposed and another one is excluded through a robust response analysis (see section below) Partners are encouraged to consider multipurpose cash transfers (MPCT) where assessments and response analysis demonstrates that multiple basic needs can be met through single cash transfers.

DG ECHO'S Cash Guidance note covering the delivery of large-scale cash transfers applies when the delivery of cash at scale is envisaged. The Guidance note, as updated, will apply to 2018 HIPs.

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 coordinated 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.

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

Preparedness for Response and Early Action: As part of the commitment of DG ECHO to mainstream disaster preparedness in EU-funded humanitarian operations, the needs assessment presented in the Single Form should reflect, whenever relevant, the exposure to the range of hazards affecting people at the village/ community level (natural hazards and conflict related threats), the related vulnerability of the targeted population and their ability to cope. 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 Disaster Preparedness (DP) 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 and threats 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.

For targeted DP 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 regional, national and local capacities for better preparedness and response at local level;
- the partner has an appropriate monitoring, evaluation and learning mechanism to ensure that evidence of the impact of the action and good practices are gathered and effectively disseminated;
- the action is justified by an explanation of the losses and suffering that will be avoided or reduced (and why this conclusion is valid);
- due consideration has been given to the integration of contingencies and preparedness arrangements (shock responsiveness) into planning to provide locally owned basic service delivery and social protection for vulnerable populations (e.g. for social, safety net programmes), notably in situations of protracted or recurrent crises;
- the use of EU Aid Volunteers in the DP intervention is envisaged or not and for what kind of tasks;
- in more fragile context, the development of national and local competencies for early action and locally owned Rapid/Emergency Response Mechanisms (ERMs) implemented by local actors should be considered. Actions to build local preparedness capabilities will include opportunities to apply and benefit from the resources and expertise held by the Union Civil Protection Mechanism (UCPM).

[http://ec.europa.eu/echo/files/policies/prevention_npreparedness/DRR thematic policy doc.pdf](http://ec.europa.eu/echo/files/policies/prevention_npreparedness/DRR_thematic_policy_doc.pdf)

Education in Emergencies (EiE): DG ECHO will support education actions in emergencies including sudden onset emergencies, ongoing conflicts, natural disasters and situations of displacement (IDP/Refugee). The objective of these EiE actions will be to prevent, reduce, mitigate and respond to emergency-related barriers to children's¹⁴ education while ensuring inclusive and quality education^{15 16}. EiE actions will respond to

¹⁴ The Commission adheres to the UN Convention on the Rights of the Child that defines a 'child' as a person below the age of 18.

¹⁵ The definition of quality education: Quality education is affordable, accessible, gender-sensitive and responds to diversity. It includes (1) a safe and inclusive learner-friendly environment; (2) competent and well-trained teachers who are knowledgeable in the subject matter and pedagogy; (3) an appropriate context-specific curriculum that is comprehensible and culturally, linguistically and socially relevant for the learners; (4)

the multiple barriers (academic, financial, social, institutional, physical/infrastructural) that children face in accessing their education due to their experiences of the humanitarian situation. As such, EiE actions must be tailored to the different needs of children based on their age, gender and other specific circumstances including the specific impact of the emergency they face (e.g. unaccompanied minors, former child soldiers, and disabled children). DG ECHO EiE actions work towards three outcomes:

- **Outcome 1:** Children affected by humanitarian crises access to and learn in safe, quality and accredited primary and secondary education
- **Outcome 2:** Children affected by humanitarian crises learn life-saving and life-sustaining skills, are protected and have increased personal resilience
- **Outcome 3:** Education services are strengthened through preparedness, response and recovery interventions in line with the *INEE Minimum Standards for Education: Preparedness, Response, Recovery*^b

DG ECHO'S support to EiE will focus on non-formal and formal education in the context of primary and secondary levels of education. Non-formal education supports should, where possible, enable children to enter (or re-enter) the formal system. Early childhood development will be considered in specific circumstances where it is already embedded in formal education in a national system or where specific skill or protection needs are identified to enter primary school. Technical and vocational education and training (TVET) programmes are considered to fall outside of the scope of work for DG ECHO'S EiE response.

Protection must be considered as both a core component and key outcome of EiE response. The provision of safe learning environments, psycho-social support and direct referral to child protection services will provide a protective environment for children impacted by emergency. The learning itself - in both formal and non-formal education actions - must provide relevant life-saving and life-sustaining skills and messages, including vital health, nutrition and hygiene information, HIV prevention, sexual- and reproductive health information and DRR training and awareness. In order to ensure safe and protective education, all actions supported by DG ECHO are expected to be designed and implemented according to the principles of conflict sensitive education (CSE). EiE actions should reflect relevant legal frameworks for protection (International Humanitarian Law, International Human Rights Law and Refugee Law).

In order to ensure holistic response to the needs of children, it is encouraged that beyond child protection EiE actions are also linked with other life-saving humanitarian sectors, such as WASH, health and nutrition, whenever relevant and feasible.

EiE actions should be recognized as not distinct from long-term learning goals and as such also aim at strengthening the quality aspects of education, in particular the availability of and support to teachers through the recruitment and capacity development of facilitators

adequate and relevant materials for teaching and learning; (5) participatory methods of instruction and learning processes that respect the dignity of the learner; (6) appropriate class sizes and teacher-student ratios; and (7) an emphasis on recreation, play, sport and creative activities in addition to areas such as literacy, numeracy, and life skills. INEE. (2010). Minimum Standards for Education: Preparedness, Response, Recovery.

¹⁶ Inter-Agency Network on Education in Emergencies (INEE) (2010): Minimum Standards for Education: Preparedness, Response, Recovery.

and teachers.

Whenever relevant and supportive of safe, inclusive and quality education, DG ECHO will support innovative EiE solutions.

EiE actions should be conceived with a medium to long-term vision. This implies first and foremost that programmes be designed and implemented in a way that allows for the fullest and most rapid recovery of safe, inclusive and quality education services. At the same time, programmes must be aligned with development and/or government actors to ensure continuity of learning for affected children through proper transition planning. Therefore, in order to ensure continuity and alignment with both, the wider humanitarian and development context, EiE actions must be informed by any existing education sector framework as well as the inter-sectoral humanitarian response. Furthermore, in order to ensure coordination, harmonization and effective prioritization within the EiE response, partners implementing EiE actions supported by DG ECHO will be expected to participate in, and contribute to, national and/or sub-national sector coordination activities throughout the Humanitarian Programme Cycle. EiE actions should contribute to the strategic objectives of the education cluster/working group strategy (if one exists) and to any wider strategic sector objectives based on the humanitarian-development nexus.

All EiE actions funded by DG ECHO should adhere in their design and implementation to the INEE Minimum Standards for Education: Preparedness. Response. Recovery, as well as the IASC Minimum Standards for Child Protection.

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

Gender-Age Mainstreaming: Women, girls, boys, men of all ages are affected by crises in different ways and emergencies tend to change gender dynamics. Ensuring gender-age mainstreaming is therefore crucial to DG ECHO and an issue of quality programming. To this end, the needs and capacities of different gender and age groups among targeted populations must be adequately assessed and assistance must be adapted to ensure that equal access is granted and specific needs are addressed.

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. Context-specific gender-sensitive needs assessments and gender analysis must be conducted to avoid vulnerability-related assumptions (e.g. women should not be considered the most vulnerable groups by default) and to ensure a more effective targeting. On the basis of the identified needs, practical examples of assistance adapted to the needs of different gender and age groups must also be provided in the Single Form. Actions targeting one specific gender and/or age group - particularly when one group is clearly more vulnerable than others - may in some instances be deemed necessary (e.g. unaccompanied children or adolescents): such actions should respond to a clear need that has been identified through a gender and age analysis and cannot be adequately addressed through mainstreaming. While assistance may specifically target one group, the participation of other groups may prove crucial for reaching the expected impact.

Notwithstanding the paragraph on *protection* on the next page, which should be read in conjunction, all humanitarian interventions funded by DG ECHO must take into consideration, together with other protection concerns, any risk of gender-based violence and develop and implement appropriate strategies to prevent such risks. Moreover, in line with its life-saving mandate, DG ECHO encourages the establishment of quality, comprehensive and safe GBV response services since the onset of emergencies. Further details are available in DG ECHO 2013 Gender policy.

[http://ec.europa.eu/echo/files/policies/sectoral/gender thematic policy document en.pdf](http://ec.europa.eu/echo/files/policies/sectoral/gender%20thematic%20policy%20document%20en.pdf)

The Gender-Age Marker is a tool that uses four criteria to assess how strongly DG ECHO funded humanitarian actions integrates gender and age consideration. More information about the marker and how it is applied are available in the Gender-Age Marker Toolkit:

[http://ec.europa.eu/echo/files/policies/sectoral/gender age marker toolkit.pdf](http://ec.europa.eu/echo/files/policies/sectoral/gender%20age%20marker%20toolkit.pdf).

[http://ec.europa.eu/echo/what/humanitarian-aid/gender-sensitive-aid en](http://ec.europa.eu/echo/what/humanitarian-aid/gender-sensitive-aid-en)

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. In contexts where it has been determined (see also response analysis below) that cash transfers are an appropriate modality, and that cash can meet multiple basic needs, partners are encouraged to transfer single payments using a common delivery platform. Multi-purpose cash transfers (MPCT) should be coordinated alongside other sector-specific responses within a basic needs approach, but fragmenting MPCT into sector clusters for coordination is not encouraged. MPCTs also offer the opportunity to conduct joined up assessments across sectors (including market analysis), common registration, targeting, and monitoring and evaluation frameworks. As far as possible, and in line with DG ECHO'S Guidance on the delivery of large-scale cash transfers, support functions should be separated out from actual transfers in order to enhance efficiency, transparency and accountability. Partners are requested to provide information on how their actions are integrated with other actors present in the same area.

Multi-year planning and funding: In crises where it is appropriate to engage in multi-year interventions (i.e. 24 months and longer), actions should be grounded in a longer term strategy including possible risks and contingencies that may occur over the timeframe as well as exit scenarios and Linking Relief, Rehabilitation and Development. Project design should also be done in a more flexible manner, taking into account the longer duration and the possible changes in context that may occur during implementation.

Protection: All programme design and targeting should be based on a clear analysis of threats, vulnerabilities and capacities of the affected population and it is recommended to use the risk equation model as a tool to conduct this analysis.¹⁷ The analysis should bring out external and internal threats to the target population as well as the coping strategies adopted to counteract the vulnerabilities arising from the threats. Protection responses must aim to prevent, reduce/mitigate and respond to the risks and consequences of violence, coercion, deliberate deprivation and abuse for persons, groups and communities in the context of humanitarian crises. Consideration of protection concerns is important in

¹⁷ 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

all contexts, but 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, and where considerations on inter-communal relationships are of utmost importance for the protection of the affected population.

The application of an **integrated protection programming approach** is highly encouraged. In this particular attention should be paid to addressing protection threats and vulnerabilities emanating from issues such as freedom of movement restrictions and the use of dangerous/negative coping mechanisms. For more information please consult the Guidance for Integrated Food Assistance and Protection Programming in the DG ECHO Humanitarian Protection Thematic Policy Document.¹⁸

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.

Mainstreaming of basic protection principles in all programmes is of paramount importance to DG ECHO - no matter what sector or objective. While mainstreaming protection is closely linked to the 'do no harm' principle, it widens it to prioritising safety and dignity and avoiding causing harm, and ensuring meaningful access, accountability, participation and empowerment. All proposals must demonstrate integration of these principles in its substantive sections, i.e. the response strategy, the logic of the intervention, and the indicators.

To follow the principles of protection mainstreaming, targeting of humanitarian assistance should be done in a manner that takes into account the protection concerns of individuals and groups based on: A) the risk of exposure to harm, exploitation, harassment, deprivation and abuse, in relation to identified threats; B) the inability to meet basic needs; C) limited access to basic services and livelihood/income opportunities; D) the ability of the person/population to cope with the consequences of this harm; and E) due consideration for individuals with specific needs. Particular attention must be paid to ensure that issues of social exclusion and discrimination are not overlooked, and that the specific needs of groups most often affected by this - people with disabilities, LGBTIs, and very marginalized social groups - are appropriately addressed in programme design and targeting. In line the Charter on Inclusion of Persons with Disabilities in Humanitarian Action, specific attention will be paid to the measures ensuring inclusiveness of people with disabilities in proposed actions.

http://ec.europa.eu/echo/sites/echo-site/tiles/staff_working_document_humanitarian_protection_U52016.pdf

Resilience¹⁹: DG ECHO'S objective is to respond to the acute humanitarian needs of the

¹⁸ See Annex 4 on p. 49 and forward of http://ec.europa.eu/echo/sites/echo-site/files/staff_working_document_humanitarian_protection_052Q16.pdf.

¹⁹ *Resilience opportunities differ according to context. However, these opportunities should be considered in all locations. HIPs, designed after consultation with partners, should explain broad resilience parameters and*

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, DG 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 DG ECHO partners are expected to identify opportunities to reduce future risks to vulnerable people and to strengthen self-reliance through livelihoods and capacities. DG 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. This requires partners to strengthen their engagement with government services (at all levels), development actors and with different sectors. In that regard, DG 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.

Preparedness for response and early action should be the main element of DG ECHO'S contribution to resilience and to humanitarian-development nexus/Linking Relief, Rehabilitation and Development (LRRD) programming.

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.) and IDPs; iii) integrating disaster risk reduction into humanitarian interventions.

Where applicable, partners should reflect on applying resilience thinking and programming to (protracted) **forced displacement** situations so as to harness resilience and strengthen dignity and self-reliance of affected populations - refugees, IDPs and their host communities. Working towards the gradual socio-economic inclusion of forcibly displaced populations - focusing on access to employment opportunities and access to services - in protracted crises is a priority for DG ECHO, DEVCO, NEAR and the EEAS. This joined-up approach of different EU instruments, each under their mandate should be supported by DG ECHO-funded partners, in line with humanitarian principles. Where feasible, DG ECHO partners should consider the use of EU Aid Volunteers if the security conditions in the country allow.

Linking **social protection** and humanitarian action can bridge the development-humanitarian divide : scaling up social protection systems in response to shock and crisis has been identified as one of the core measures to enhance resilience and empower people, and most importantly to be able to react quickly and efficiently to disasters.

Access to predictable, adequate and regular aid can in the short-term protect poor households from the impacts of shocks and help to build capacity over time. The increasing profile on multi-purpose cash-based emergency response provides further momentum towards safety nets as a component of a wider social protection approach.

expectations of partners. DG ECHO partners are required to fill in the "Resilience Marker" in the e-Single Form. Four guiding questions are presented. For each of these questions, for example "does the proposal include an adequate analysis of shocks, stresses, and vulnerabilities," the technical annex should indicate expectations (i.e. what may be considered as adequate according to the situation).

Moreover, emergency safety nets can be incorporated as a cornerstone of self-reliance strategy for empowering the forcibly displaced and giving them support to address vulnerabilities.

Without compromising humanitarian principles, DG ECHO partners are expected to consider if it is appropriate to deliver humanitarian assistance through national social safety nets or if it is possible to use the humanitarian response as a window of opportunity to trigger investments in the development of "nascent" safety nets. The longer-term aim in such a scenario is to progressively move chronic humanitarian caseloads into social protection systems.

[http://ee-europa.eu/echo/files/policies/refugees-idp/Communication Forced Displacement Development 2Q16.pdf](http://ee-europa.eu/echo/files/policies/refugees-idp/Communication%20Forced%20Displacement%20Development%202Q16.pdf)

[http://ec.europa.eu/echo/files/policies/refugees-idp/Staff working document Forced Displacement Development 2016.pdf](http://ec.europa.eu/echo/files/policies/refugees-idp/Staff%20working%20document%20Forced%20Displacement%20Development%202016.pdf)

Resilience mainstreaming - The Resilience Marker

Actions addressing the immediate needs of affected populations, however, can also present opportunities for strengthening resilience. DG ECHO'S approach to resilience, and the intent of its Resilience Marker, is to ensure that these opportunities are used to the greatest extent possible without compromising humanitarian principles. Four steps are key to take these good practice opportunities in humanitarian programmes:

- Conduct an analysis of hazards, threats, vulnerabilities and their causes;
- Be risk-informed (i.e. ensure that activities do not aggravate risks or vulnerabilities, do no harm and are prepared for likely hazards and threats);
- Contribute to building local capacities so that the most vulnerable can cope better with shocks; and
- Include a deliberate strategy to reduce future humanitarian needs.

The marker ensures a systematic consideration and inclusion of resilience considerations in project proposals, implementation and assessment. The marker is used for all DG ECHO projects apart from those that may be considered "Non-applicable" because of the urgency of context or the type of activity being conducted (e.g. capacity raising).

[http://ec.europa.eu/echo/nies/policies/resilience/resilicncc marker guidance en.pdf](http://ec.europa.eu/echo/nies/policies/resilience/resilicncc%20marker%20guidance%20en.pdf)

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.

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

Response Analysis to Support Modality Selection for all Resource Transfers is mandatory. DG ECHO will support the most effective and efficient modality of providing assistance, whether it be cash, vouchers or in-kind assistance. Partners should provide sufficient evidence to support the choice of one modality over another, taking into account all relevant contextual factors and including an analysis of the market situation in the affected area. 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' and demonstrate that the modality proposed will be the most efficient and effective to reach the objective of the action proposed. Partners are encouraged to consider multipurpose cash transfers (MPCT) where assessments and response analysis demonstrates that multiple basic needs can be met through single cash transfers. In such approaches, the value of transfer would normally be based upon a Minimum Expenditure Basket (MEB), while taking account the contribution made by households, and available resources.

For in-kind transfers local purchases are encouraged when possible.

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

- o The communication and visibility provisions of the General Conditions annexed to the Framework Partnership Agreements (FPAs) concluded with non-governmental organisations or international organisations or in the General Conditions for Delegation Agreements concluded in the framework of the Financial and Administrative Framework Agreement (FAFA) with the UN.
- o Specific visibility requirements agreed-upon in the Single Form, forming an integral part of individual agreements:

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

For standard visibility activities, partners may, in principle, allocate a budget of up to 0.5% of the direct eligible costs of the action with a ceiling of EUR 8 000. However, for individual agreements equal or above EUR 5 million no absolute ceiling applies. Hence, in

such cases, the standard visibility budget may go up to 0.5%, even when this amount exceeds EUR 8 000. In the latter case, partners must provide an overview of planned visibility activities and a budget breakdown.

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

Other Useful links to guidelines and policies:

Food Assistance

<http://ec.europa.eu/echo/en/what/humanitarian-aid/food-assistance>
ECHO/Code/BUD/2018/91000

Nutrition

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

Infant and Young Children Feeding in Emergencies (IYCF)

http://ec.europa.eu/echo/files/media/publications/2014/toolkit_nutrition_en.pdf

Health

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

Remote Management

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

Water sanitation and hygiene

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

EU Aid volunteers

http://ec.europa.eu/echo/what/humanitarian-aid/eu-aid-volunteers_en

https://eacea.ec.europa.eu/eu-aid-volunteers_en

Shelter and Settlements

http://ec.europa.eu/echo/sites/echo-site/files/ss_consolidated_guidelines_final_version-20-02ev.pdf

3.2.2.2. Specific guidelines

3.2.2.2.1 Protection interventions

The core of DG ECHO'S strategic response in Turkey is to increase the protection of refugees and persons eligible for subsidiary protection and other persons of concern - including access to services- and mitigate and limit exposure to risks. Protection programming must articulate clear protection outcomes for the beneficiaries of the project. Protection activities must possess a comprehensive overview of government and non-government services in their areas of operation, and should always attempt to ensure access to government services for their clients when and where available. This includes increasing the knowledge of procedures, rights, entitlements and available protection services among persons of concern and service-providers on applicable legislation, rights and obligations as well as existing referral pathways. Where Government services do not exist or are over-stretched, specialised protection services including community based programming is encouraged.

Key components:

Outreach

Outreach serves as the entry point for further services and is here defined as a means to increase the knowledge of procedures, rights, entitlements and available protection services among persons of concern and service-providers on applicable legislation, rights and obligations as well as existing referral pathways.

In Turkey, outreach could be provided in static locations or by mobile outreach teams.

i) . Static approach to outreach:

DG ECHO could envisage funding protection activities such as information dissemination, counselling (individual and group) and modalities of individual protection assistance within centres or other static locations as an outreach point for protection services.

ii) Mobile approach to outreach:

Outreach teams are relevant both in rural areas (where the population density may not be sufficiently substantial to set up a community centre), but also at neighbourhood level in larger cities where persons of concern may live in isolation due to a variety of factors. Outreach teams should be capable of providing information about basic legal issues (e.g. registration), access to services, and provide referrals to specialised services (internally or externally).

As such, both mobile and static outreach must possess a comprehensive overview of access to government and non-government services in their areas of operation, and should always attempt to ensure access to government services for their clients.

Individual Protection Assistance (IPA)

ECH O/TUR/BUD/2018/91000

DG ECHO will support varied modalities of individual protection assistance, based on an adequate and targeted assessment. Individual protection assistance must always have a

protection outcome intending to reduce, remove or prevent an individual's protection risks. Persons requiring assistance should be assessed prior to determining the modality of assistance, and several modalities may be required - for example an individual may require legal aid support as well as accompaniment to access medical services. Referral to state services and /or state social assistance schemes must always be the first option considered in IPA.

All individual protection assistance should be considered sensitive, and it is paramount to respect guiding principles such as - but not limited to - confidentiality, informed consent, and active engagement of beneficiaries.

Skills and competencies of staff are vital to implement any type of individual protection assistance in a safe and professional manner. Assessment of skills and competencies of staff should take place as part of the recruitment processes and should represent the basis for capacity building activities. Additionally, due to the potential complexity of individual protection assistance modalities, partners should be able to demonstrate an adequate level of technical supervision, as well as adherence to Codes of Conduct and a partner policy on self-care for staff.

Note: mental health level services should always be provided by professional health providers.

Protection Monitoring

Protection monitoring is documenting trends and identifying primary protection threats and risks in a given location. Protection monitoring is used to develop a better understanding of the situation faced by different population groups as a basis for designing an evolving protection response which incorporates preventative measures.

Protection monitoring must produce trends analysis that can inform programming and potentially also advocacy.

Protection Advocacy

Protection advocacy should focus on access and enforcement of rights and obligations of persons benefitting from international, subsidiary and temporary protection and asylum seekers and other persons of concern in Turkey, as well as significant context changes and persons/groups at risk. Advocacy must always be evidence-based and should include a clear and well defined advocacy plan. When appropriate, partners should endeavour to exchange views on issues of common interest with actors present in the field (e.g. authorities, EU, UN, donors, etc.).

Protection Coordination and Good practices

DG ECHO will support partners that can demonstrate experience and compliance with international good practices within the protection sector - including in issues such as data protection. DG ECHO encourages all partners to actively participate in coordination structures, including technical groups to enhance programming through lessons learned and analysis of Turkey specific information.

Further information on DG ECHO'S protection approach can be found in the DG ECHO Humanitarian protection policy, which also includes an indicative typology of responses (section 10.7) and global good practices.

DG ECHO partners should actively engage with relevant authorities when feasible and appropriate.

Protection mainstreaming

Mainstreaming of basic protection principles in all programmes is of paramount importance to DG ECHO. It refers to the imperative for each and every humanitarian actor to prevent, mitigate and respond to protection threats that are caused or perpetuated by humanitarian action/inaction by ensuring the respect of fundamental protection principles in humanitarian programmes - no matter what sector or objective. While mainstreaming protection is closely linked to the 'do no harm' principle, it widens it to prioritising safety and dignity and avoiding causing harm, ensuring meaningful access, ensuring accountability, participation and empowerment. All proposals must demonstrate integration of these principles, but also in its substantive sections, i.e. the logical framework, result and activity descriptions, etc.

Social Stability

Actions aiming to mitigate tensions resulting from the profound impact of the crisis on local communities, through a comprehensive set of interventions at local and national level could be envisaged. Actions should tackle both the expression of conflict and causes of community tensions, to manage them peacefully, in a way that is not conducive to collective violence or rights' abuse. Potential activities could include establishing dialogue fora and committees at community level to react and manage tensions, or supporting the capacity of municipalities and other local and national institutions to manage local pressures.

Mental Health and Psycho-Social Support (MHPSS)

MHPSS is considered a priority in humanitarian interventions as reflected in the DG ECHO Health and Protection Policies, and ensuring that a proper referral pathway is in place between the different levels before embarking on any MHPSS intervention is *sine qua non*. In other words, PSS interventions must not be started without having an agreement with MH service providers to take cases that may require MH specialised services.

Accordingly focused non-specialised support (PSS) - in the form of e.g. individual or group counselling - may be provided at community centres, schools, etc. provided that this is done by trained staff supervised by a qualified psychologist, whereas provision of medical mental health assistance (i.e. specialised services) should always be carried out by a psychiatrist, psychotherapist or a clinical psychologist, and ideally contributing to expand the mhGAP strategy.

In proposals, partners must specify what kind of MHPSS activities they plan to do, whether it falls under IPA, CM and/or Health, who the target group will be and what the expected outcome will be. Proposals based on quantification of the "demand" for those services will also be prioritised.

MHPSS should follow the IASC Guidelines (2007) and the DG ECHO health consolidated

guidelines.

Inter-agency Guidelines on Mental Health and Psychosocial Support in Emergency Settings.

3.2.2.2.2 Health

No new primary health care facilities will be supported except for newly identified emergencies with appropriately assessed and documented uncovered humanitarian healthcare needs. MHPSS actions should address mental health and psychosocial needs in an integrated manner, aligned with the Ministry of Health (MoH) policy.

Health interventions targeting GBV should provide comprehensive care for victims, both female and male, including CMR, MHPSS, as well as covering legal and security aspects.

Health interventions may also cover specialised care aimed at post-operative and rehabilitation services for war-wounded or injured. The DG ECHO partner and any implementing partner must document an appropriate institutional capacity (including HR and prior field experience) to manage a physical rehabilitation project (or project component).

All actions should be based on a quantitative needs analysis. Health Data, disaggregated according to sex and age group, should be collected and analysed on a monthly basis. Actions should also measure the quality of health care services provided.

In the case of continuations of previously funded Actions, projects should highlight the advances made and changing needs over the past period(s).

Do no harm principles should be respected especially related to medical waste management; safety (quality) of medicines avoiding duplication of existing health systems and protection of human resources, premises and means (medicine stocks).

The DG ECHO partner and any potential implementing partner should indicate in the proposal their procurement plans with regards to medicines and medical materials. All DG ECHO partners are encouraged to procure medicines and medical materials through DG ECHO identified Humanitarian Procurement Centres (HPCs), yet should this option not be followed, the DG ECHO partner is encouraged in the proposal to highlight the alternative procurement source. All DG ECHO partners are reminded of the DG ECHO regulations and policies regarding the procurement of medicines and medical materials.

Capacity gaps at the level of the local health system should be identified, substitution avoided and capacity building promoted, in a coordinated manner. Trainings need to be as much as possible in line with existing curricula and HR management frameworks.

DG ECHO may consider the inclusion of home-based support in health actions to address acute medical needs for vulnerable persons of concern who cannot access health care facilities, by competent medical actors only, duly justified, based on vulnerability.

3.2.2.2.3 Education in Emergencies

In addition to the general principles reflected above, the following applies to the **Turkey context**:

In the education sector, the Conditional Cash for education has been scaled up and a new

non-formal education programme is being launched. DG ECHO will support new initiatives only if the proposal targets Out of School Children (OOSC) and is built on those existing initiatives and enable solid complementarity. Initiatives that contribute to evidence on the needs of OOSC and provide outreach to effectively bring them into education systems (NFE or formal education) will be considered. Any new education initiatives should demonstrate clear complementarity and added value to CCTE, ESSN and wider MoNE education initiatives. In particular, actions should be complementary to the EU-funded action, “Promoting Integration of Syrian Children into the Turkish Education System (PICTES).”

3.2.2.2.4 Coordination, Reporting, Monitoring and Evaluation

A reporting system and IT platform is currently under development with the aim to consolidate data on planned and actual progress of Actions funded by DG ECHO in Turkey. The reports produced by this information system will provide for: improved and efficient follow-up of Actions by DG ECHO; up-to-date reporting to the Facility Steering Committee, European Parliament, EU Member States and Turkish authorities; and, information useful for the humanitarian community for operational coordination purposes.

For this reason, quarterly reporting will be required from DG ECHO partners. This frequency could change to monthly reporting requirements, in case of a rapid response to new humanitarian emergencies or upon request of the Facility Steering Committee. To achieve this, harmonised results and indicators will be required in certain sectors of activity of the Single Form. Appropriate reporting templates and relevant guidance on the reporting content and the specific reporting schedule will be shared by DG ECHO to all partners receiving funds under this HIP.

The monitoring of humanitarian interventions under the Facility will in part be served by the above platform. DG ECHO partners are also expected to have in place monitoring and evaluation systems for their programming. In addition, DG ECHO will also conduct independent evaluations for a broader and more holistic assessment of the effects and impact of the humanitarian strategy under the Facility. It will be expected that DG ECHO partners funded under this HIP extend their cooperation in this regard.

3.2.2.2.5 Partnerships

Local civil society organisations (CSOs) and national NGOs (NNGOs) have had and continue to play an indispensable role in responding to the humanitarian needs in Turkey. Indeed, the majority of DG ECHO funds has and will be translated into services and assistance provided primarily by local actors. As such, DG ECHO will continue to require strategic partnerships of FPA/FAFA partners with local CSO and NNGOs.

Recognising that meaningful partnerships are built over time, continuation or expansion of successful existing partnerships with national organisations will be privileged. Partnerships should strive to be in line with the Principles of Partnership (<https://www.icvanetwork.ortz/resources/principles-partnershroI>).

In accordance with the Financial and Administrative Framework Agreement and pursuant to the EU Financial Regulation, indirect costs shall not exceed 7% of direct eligible cost of the Action.

Business continuity planning for primary FPA/FAFA and their partners will be expected.

3.2.2.2.6 Capacity-strengthening

DG ECHO will support initiatives to strengthen the capacity of its partners and their implementing partners to the extent that the final objective is an improvement in the quality, sustainability and coverage of services delivered to beneficiaries. Capacity-strengthening plans should be based on an organisational capacity assessment, carried out internally by each organisation, in order to identify and prioritise the relevant skills, systems and procedures requiring development. Following this assessment, the different providers of the capacity-development should be identified, as well as the modalities. Development modalities such as coaching and mentoring, rather than classroom-style trainings, will be privileged.

With reference to the specific guidelines on partnerships above, given that the ability to initiate and nurture partnerships is an organisational capacity in itself, initiatives targeting the improvement of the partnering skills of DG ECHO FPA/FAFA partners and their implementing partners alike will be considered.

3.2.2.2.7 Visibility and Communications

Standard visibility (<http://www.ECHO-visibility.eu/>) is a contractual obligation for all DG ECHO-funded projects. DG ECHO makes available up to 0.5% of eligible costs to cover expenses related to the implementation of standard visibility requirements. It entails:

1. Display of the EU humanitarian aid field visual identity. The size and prominence of the EU visual identity will depend on the specific context (e.g. the amount and proportion of EU funding).
2. Written and verbal recognition of the EU's role in global humanitarian aid, in partnership with the agency implementing the action, when referring to an EU funded project in media interviews, press releases, webpages, social media, blogs, articles about the project, etc.

However, we also highly encourage partners with strong and ambitious communications ideas, aiming at reaching principally EU audiences, and with a demonstrated media/communications capacity to apply for above-standard visibility (<http://www.ECHO-visibility.eu/above-standard-visibility-template/>). DG ECHO can provide additional budget should a partner want to carry out such more elaborate communication actions. Communication actions must always be designed to fit the target audiences, the key messages, the concrete project and the capacity of the partner. Relevant actions could include for example audio-visual productions, journalist-visits to project sites, poster-

campaigns, exhibitions or other types of events with an important outreach to the European public and media.

A separate communications plan, costed, with an estimated audience reach and a timeline, must be submitted and approved by DG ECHO'S Communication Unit (ECHO.D2) prior to the signing of the contract. The plan must be inserted as an annex in the Single Form (under point 9.2). Partners will normally maintain contact to the Communication Unit and/or the relevant Regional Information Officer in the course of the implementation of the plan.

Above-standard visibility/communication is *additional* to standard visibility.

Therefore, in all projects standard visibility, including on-site display of the DG ECHO visual identity will still need to be implemented based on the specifications in the Single Form.

Communication actions must always be designed to fit the target audiences, the key messages, the concrete project and the capacity of the partner. Relevant actions could include for example audio-visual productions, journalist-visits to project sites, poster-campaigns, exhibitions or other types of events with an important outreach to the European public and media.

