

ANNEX - RRF-E



RAPID RESPONSE FUND

Ethiopia

2023 RRF-E Guidelines

INTRODUCTION

The Guidelines for the Rapid Response Fund – Ethiopia (RRF-E) were developed by the International Organization for Migration. Its purpose is to describe the RRF-E’s objectives to respond to emergencies in Ethiopia; programmatic focus; requirements per Sector and Sub-Sector for response; types of activities that can be funded; indicators and monitoring; selection processes; and the roles and responsibilities of different stakeholders involved.

SCOPE

The Guidelines describe the types of emergency response activities that can be supported through the RRF-E for emergencies in Ethiopia to ensure consistent, transparent processes in line with the standards herein.

OBJECTIVES OF THE RAPID RESPONSE FUND

The RRF-E is a fast, flexible mechanism to support Implementing Partners to respond to the needs of populations affected by emergencies in Ethiopia through three-month emergency response projects in the Shelter and Settlements Sector for Shelter and S&S NFIs sub-sectors and up to eight-month emergency responses for Settlements sub-sector (CCCM response); Water, Sanitation and Hygiene (WASH) responses anticipated for three months and Multipurpose Cash Assistance (MPCA) for up to four months (**four months relates to the length of the sub-award with the IP, not the number of rounds of MPCA. The additional month takes into account the verification of beneficiaries and post-distribution monitoring**).

The RRF-E will target agencies and organizations that are working in emergency-affected areas of Ethiopia and have the capacity to swiftly implement specific emergency interventions that meet immediate needs of people affected by new aspects of the ongoing crisis.

Selected organizations, in close coordination with RRF-E and local communities, will serve beneficiaries that are identified as the most vulnerable individuals in the affected communities to receive direct life-saving assistance and will work to achieve the following sector specific objectives:

Sector	Objective:
Shelter and Settlements	To provide material support for shelter to address immediate needs of victims of conflicts, displaced persons, vulnerable IDPs returning to their place of origin or chosen place of return, and /or other acute emergency affected populations. To provide material support (Non-Food Items (NFIs)) to address the immediate needs of victims of conflicts, displaced persons and other affected populations (including large influxes of IDPs to their place of origin or chosen place of return).
Multipurpose Cash Transfer Assistance	To meet the basic emergency needs through unconditional multipurpose cash transfers to households impacted by natural and man-made disasters.
WASH	To establish basic hygiene standards and provide clean water to under-served populations impacted by emergencies-women, men, girls and boys, especially IDPs, IDPs returning to their place of origin or chosen place of return, returnees and vulnerable persons in areas affected by conflict, natural disasters; alongside nutrition emergency responses or in areas with outbreaks of waterborne diseases.

Please note that the following activities are **not** supported through the RRF-E: Ongoing development programming, Government salaries, HIV/AIDS programming, and large-scale or wholly new permanent construction activities.

Geographic Targeting

Proposals should clearly list if the proposed intervention will support vulnerable households in response to the Northern Ethiopia Response or if the proposed intervention is in response to natural or man-made disasters unrelated to that crisis. Crises in Afar and Amhara due to natural or man-made disasters unrelated to NER can be considered for RRF response.

Sector Specific Triggers

	No response	Response
All Proposals		
Location	Location is not prioritized by either the S/NFI, CCCM or WASH cluster or MPCA Working Group	Site is prioritized by either the S/NFI, CCCM or WASH cluster or MPCA Working Group depending on application purpose/sub-sector
Shelter and Settlements		
Number of newly displaced households	<500 affected HH in areas proposed	>500 affected HH per location; preference for reaching at least 1,000 affected households total in proposal
Percentage of affected households reported sleeping in the open	<25% of affected HH	>25% of newly displaced/returned households reported sleeping in the open
Percentage of affected households without shelter	<50% of affected HH	>50% of newly displaced/returned households require emergency shelter or shelter repair kits
Percentage of affected households without NFIs	<50% of affected HH	>50% of newly displaced households require NFI support; specific populations such as new IDPs in existing camps; persons with special needs requiring additional NFI support, such as persons with disabilities, elder persons, households fostering unaccompanied, separated minor children; neglected displacement areas identified as high priority by S/NFI Cluster
Number of households sheltering in a site needing CCCM support	<2,000 displaced households in target area	RRF-E will give priority to CCCM responses in sites with at least 2,000 displaced households in one proposal
Water, Sanitation and Hygiene Promotion		
Quantity of water available per a HH	> 8 liters per person per day	<7.5 liters per person per day
Sanitation coverage	>30% covered	<25% covered
Number of hygiene promoters in areas where WASH response is proposed	Sufficient hygiene promoters of health extension workers (based on SPHERE - 1 HP per 500 people) in target area	Hygiene promoters or local health extension workers are not sufficient to cover disaster affected households in the target area
Multipurpose Cash Assistance		
Markets situation and availability of items / vendors	Markets dysfunctional	Markets functional
Targeted households are not currently enrolled in programs for food assistance (PSNP/JEOP/WFP/GoE) [Both NER and Rest of Ethiopia]	Targeted households are confirmed as enrolled and will be served in coming 1 month	Targeted households are not enrolled and were unable to access food assistance during most recent round; coordination with food actors for incorporation in planned upcoming rounds; MPCA only to cover the gap period
Reduce Coping Strategy Index (rCSI) rating as indicated by the Integrated Food Security Phase Classification (IPC) ¹	IPC level is <3	IPC level is equal to or greater than 3
Vulnerable households impacted by drought	Multiple cash responses ongoing for drought in target area	Limited to no drought response in target area

¹ Current Integrated Food Insecurity Phase Classification (IPC) are available at woreda level at <https://fews.net/east-africa/ethiopia>.

NER - vulnerable returnee households

Targeted households are confirmed as enrolled in food programs and will be served in coming 1 month

Limited to no returnee response in area; households identified in coordination with IOM protection team; target returnee households require bridge support for 1-3 months; anticipated harvest can be considered as part of exit strategy.

Proposal Requirements:

Eligibility, Assessments and Qualification

Where there are known and trusted implementing partners and in the event that there is only one agency that can feasibly implement a desired intervention, the RRF-E team will directly approach the organization to request a grant proposal submission for a rapid response to the emergency. This may also occur if an assessment identifies the need for an emergency response in a specific location and sector. To ensure that this is done in an equitable manner, the RRF-E team will always first consult the Cluster Coordinators to receive recommendations on an appropriate agency who could successfully implement the intervention required. For sub-grantees to be a recipient of funds from the RRF-E, they must meet the following basic conditions:

- a) Registered locally or internationally as a humanitarian organization or non-profit organization; registration with the Agency for Civil Society Organizations (ACSO) or regional equivalent is a requirement to be able to operate legally in the country and is mandatory;
- b) Established sectoral competence in the area of potential intervention to be supported by the sub-grant;
- c) Established geographical presence in area of operation, or established capacity to mobilize in a short period of time;
- d) Able to meet standards of financial probity acceptable to IOM/UN, with IOM able to provide additional support as needed within the context of Ethiopia;
- e) Capacity to meet M&E and reporting requirements established by RRF-E;
- f) Registered in Unity Entity ID (UEI) or willingness, with RRF-E support, to complete the registration process;²
- g) Recipients will have a Code of Conduct (CoC) conforming to international standards³ or agree to adapt the RRF-E CoC based on IOM's policies and practices;⁴
- h) The sub-grantee will be provided with the online link to the most up-to-date USAID/BHA Guidelines for Proposals (<https://www.usaid.gov/bha-guidelines>)⁵ as part of the RRF-E Guidelines, and be required to formally confirm agreement to the conditions as laid out before disbursement of the grant is made. IOM will direct all sub-grantees to the sectorial guidance (particularly information on protection mainstreaming, needs assessment, and technical design). The sub-grantee will be directed towards the "Ineligible and Restricted Goods, Services and Countries" (as provided in the Guidelines). Recipients will be required to agree to restrictions and conditions as set out in the Guidelines and relevant accompanying Annexes (i.e. to affirm non-engagement with named goods, services and countries before disbursement is made).

² RRF-E team will support NGOs who have not registered or need to renew their online registration with UEI.

³ CoCs must clearly define the behavior expected of staff, adhere to the IASC Task Force on Protection from Sexual Exploitation and Abuse (PSEA) recommendations from the *Plan of Action and Core Principles of Codes of Conduct on PSEA in Humanitarian Crisis*. During organizational assessment, the following information will be collected: CoC implementation method, staff training, reporting and follow-up mechanisms; CoC Focal Point information, and methods of notifying beneficiaries of the CoC. Existing information will be updated if an organization is selected for funding.

⁴ The adaptable RRF-E CoC template will include language from the IOM Policy and Procedures for Preventing and Responding to SEA, IN/234 from which a PSEA section is integrated into every IOM legal agreement per MOS-PSEA above; IOM Data Protection Principles IN/138 (which are provided to all potential applicants); and the IOM Standards of Conduct IN/15 Rev. 1.

⁵ USAID/BHA updates its Guidelines and related requirements periodically; using the link rather than the static document will allow for these periodic updates to be integrated into the RRF Guidelines.

In general, RRF-E subawards cannot be issued to existing BHA partners for the purpose of meeting needs that fall under the scope and objectives of the partner's existing BHA award. If there is an applicant that has another BHA award for a specific, separate operational area then RRF will consult with BHA as to whether the partner can apply for a different, clear and urgent need in another specific operating area.

Selection of Grants and Approvals

The IOM RRF-E Team will collect and evaluate proposals and select sub-grantees based on the sector-specific requirements set forth above and according to the following principles:

- Funding is granted based on proposals (including adherence to Sector and Sub-sector requirements) from organizations with the capacity to respond;
- Proposals respond to acute or Cluster identified priority humanitarian needs and identify the specific trigger or shock;
- Proposals should establish clear connections between identified acute needs and proposed activities, and reference those specific needs assessments and data sources (i.e. DTM data, Shelter/NFI Cluster data, CCCM Cluster data, WASH Cluster data, Ethiopia Cash Working Group (ECWG) assessments, and Cluster prioritizations, etc.);
- Proposals do not duplicate existing activities able to meet the current needs implemented by the same applicant or other organizations. The RRF-E team will consult with the respective Cluster to ensure activities fit within the sector strategy for the particular emergency response;
- Proposed activities assure the maximum coverage of regions and population, as well as different target beneficiaries (including vulnerable populations, such as but not limited to female headed households (FHH), children, older persons, HHs with children enrolled in nutrition programs and sick or persons with disabilities);
- Cost-effectiveness;
- Articulation of synergies with existing community resources.

The RRF-E proposes to prioritize humanitarian response activities lasting up to three or to eight months, depending on sector/sub-sector.

The RRF-E team will ensure that sub-grantees abide by respective Cluster standards on mitigating any potential conflict between recipients and non-recipients, particularly Host Communities. The RRF-E adheres to the respective Cluster guidance on beneficiary identification and distribution principles; for example to conduct distributions jointly with representatives from both the IDP and Host Community, with a clearly delineated and communicated set of criteria for identification of most vulnerable, displaced households in a site. All parties to the process (IDPs, Host Communities, etc.) must clearly understand why and how beneficiaries were selected, and the RRF-E team will support sub-grantees in ensuring this principle.

Cross-cutting Issues

The 2015 IOM Principles for Humanitarian Action (PHA) underpin partnerships IOM forms for humanitarian response, and articulate IOM's responsibilities vis-à-vis its partners. The following issues impact all sectors, partners and activities and are considered at all phases of grant discussions, from inception to project close-out. All Applicants must address the cross cutting issues within proposals without exception.

The beneficiaries of project activities are the main stakeholder in all anticipated responses. Individuals, families and communities are recognized as agents in their own development and in proactively finding solutions. RRF-E use evidence-based programming and encourages community engagement at all phases of the program cycle: assessment, registrations, interventions and during M&E. Project inception should include discussions with communities explaining project goals and objectives, and how target beneficiaries will be

identified. RRF-E encourages Sub-grantees to include vulnerable members of the host community to mitigate potential conflict among beneficiary populations. Women, youth and vulnerable groups are actively sought out and encouraged to participate, including through coordinating with relevant national and local-level groups (including traditional leadership structures, religious and business leaders, and women and youth groups).

Protection Mainstreaming⁶

Overarching protection mainstreaming principles include:

1. Prioritizing safety and dignity and avoid causing harm: delivering services and assistance in ways that preserve the physical integrity of individuals and communities, are culturally appropriate and avoid any unintended negative consequences, for example scheduling interventions at times that do not clash with daily economic activities and don't expose beneficiaries to risks of external attacks or threats;
2. Securing meaningful access according to needs and not on the basis of age, sex, gender, nationality, race, ethnic allegiance. Services and assistance are provided in an adequate scale, within safe and easy reach, are known by the affected individuals and accessible by all groups;
3. AAP: enabling affected individuals and communities to play an active role in the measurement of the quality of interventions, and through transparency in project design and implementation, encouraging feedback through Inter-agency feedback and complaints mechanisms, and ensuring strong M&E processes; and
4. Ensuring inclusive participation and empowerment for decision making processes, building on affected capacities and assisting people to claim their rights. Sub-grantees are encouraged to jointly identify solutions through open dialogue.

To maximize the efficacy of humanitarian responses, Applicants will be required to abide by principles of humanitarian protection, in particular through specifically targeting and delivering services to populations with identified vulnerabilities. This may differ according to the sector/sub-sector and will be based on needs assessments and local community engagement (i.e. pregnant or lactating women, female headed households, children, the elderly, sick or disabled, HHs with children enrolled in nutrition programs). Distributions or services provided should not negatively impact the health and safety of the beneficiaries or community relations. RRF-E field monitoring teams conduct focus group discussions, meet with local actors and hold beneficiary meetings to assure protection concerns are noted, and addressed during implementation.

Gender Integration

Globally, IOM is committed to ensuring that the particular needs of all women and men, are identified, taken into consideration and addressed, led by the IOM Gender Mainstreaming Policy 1995. The IOM PHA refer to special consideration given regarding how gender and age affect an individual's social vulnerabilities, opportunities and ability to make independent and informed choices. Tolerance, understanding and respect for all, without distinction as to race, gender, religion, color, national origin, marital status, sexual orientation, age, physical disability or political conviction are embedded within all projects and programs.

IOM integrates a gender perspective in project design, implementation and M&E. It is particularly relevant in conflict contexts, where women often constitute a large portion of humanitarian beneficiaries and face

⁶ IOM's Principles for Humanitarian Action (2015) in line with the IASC Policy on Protection in Humanitarian Action, October 2016 aims to mainstream protection throughout its programming, therefore each target Sector includes information about protection mainstreaming. IOM's IN/285 Accountability to Affected Populations Framework (2021) provides establishes the International Organization for Migration's (IOM) common approach for implementing and mainstreaming AAP throughout its crisis-related work as contained in its Migration Crisis Operational Framework (MCOF). It helps the Organization ensure quality and responsive programming in line with the evolving needs of beneficiaries, affected populations and communities and enforce the Organization's zero tolerance against sexual exploitation and abuse (SEA) and other misconduct. The commitments of this framework were developed in line with the Inter-Agency Standing Committee's (IASC) commitments to AAP and adapted to meet IOM's operational realities.

significant gender-based discrimination and violence. Female-headed IDP households face increased responsibilities and workloads, including caring responsibilities. Male and female returnees experience displacement and re-integration differently, particularly as each gender's experiences during conflict has been different. This aspect is particularly relevant in settings in which a person's gender may have dictated their experiences – e.g. as a combatant or as someone affected by sexual violence. RRF-E activities engage under “do no harm” principles, with the role of each gender carefully monitored to analyze impacts on reducing existing inequalities and improving equitable access to basic rights, services, and resources. Programs are tailored according to the specific needs of different gender groups and their perspectives actively sought by the IP including to corroborate information provided. The 2018 Site Planning: Guidance to Reduce the Risk of Gender-Based Violence booklet provides practical guidance for measures that can be taken to reduce risks to affected populations around camps and sites (<http://www.sheltercluster.org/gbv>).

Specifically, Applicants must consider gender balance, assure that all data on beneficiaries is disaggregated by sex and age, where possible, and analyzed and reported on accordingly. Applicants are encouraged to form representative IDP distribution committees including gender balance of numbers and leadership roles, depending on context. Applicants should state methods to engage different groups (understanding childcare responsibilities, routes to project locations) and discuss how to mitigate those, or amend pathways to the overall outcomes.

Inclusion of Persons with Disabilities and Older Persons

Many families report having to abandon the aged and infirmed as they flee through difficult terrain. Other vulnerable groups include unaccompanied and separated children, disabled children and adolescents, vulnerable heads of household (children, single/persons with disabilities, elderly caregivers, HHs with children enrolled in nutrition programs). The experience and skills of older people should be called upon during program design. Project activities aim for sustainability, ensuring that skills will be able to be handed down between generations. Applicants should take steps to include older people and people with disabilities by making assistance accessible and inclusive; and provide targeted assistance to meet the unique needs of older people and people with disabilities where necessary. This may mean triangulating information to ensure elderly/persons with disabilities are not ‘hidden’, or redoing assessments to ensure people are counted. Applicants must include information about how to respond to the needs of persons with disabilities and older persons in their proposals, and abide by Grant agreement clauses such as the UN Convention on the Rights of Persons with Disabilities.

Conflict Resolution

To support peace and stability in a continually fragile environment, conflict resolution should be interwoven into activities as possible. Care will also be taken to ensure the provision of NFIs does not add to tension or increase resentment in communities. Actions should be informed by conflict analysis and the interaction programs will have on this context. To support impartial and conflict sensitive interventions, proposals should be informed by continuous contextual analysis.

Data Protection

Any personal data gathered during activities should follow strict data protection protocols in compliance with IOM's global Data Protection Guidelines.

Monitoring and reporting

Grant recipients will be required to provide weekly updates and final reports (narrative and financial) based on the indicators in these Guidelines to ensure reporting on:

Relevance, the extent to which the objectives of a program or project have been met/changed/need revision, owing to changing circumstances within the immediate context and external environment of that program or project.

Sustainability, indicating the success of an intervention in providing a bridge to more protracted support (if appropriate).

Impact, the immediate and long-term consequences of an intervention on the place in which it is implemented, and on the lives of those who are assisted or who benefit from the program.

Effectiveness, the extent to which a program has been successful in achieving its key objectives.

Efficiency, how well a given intervention transformed inputs into results and outputs.

Following the sub-grant selection, the RRF-E team will monitor and evaluate the implementation of the project. Field visits will be conducted to monitor project activities against stated targets within the framework of the sub-grantees Project Proposal.

Sub-grantees must ensure that a complaints mechanism is established in each project and that beneficiaries are consulted throughout project implementation.

Applicants will mainstream protection in all M&E activities and components. This will include the adherence to “do no harm” principles in the design and implementation of all activities under this project. All sensitive information, including beneficiary names and contact details will be stored in a secure database and will not be publicly released. Any M&E conducted by the Sub-grantee will apply conflict sensitivity in collecting quantitative and qualitative data by understanding the conflict dynamics in the context in which they operate, particularly with respect to inter-group relations, and act upon these understandings in order to minimize unintended negative impacts and maximize positive impacts. Sub-grantees will ensure that staff members receive Code of Conduct training consistent with professional conduct including accountability, humanitarian principles and PSEA.

2.1 Sector: Shelter and Settlements

In response to emergencies in Ethiopia where impacted populations are left without access to shelter, IOM’s RRF-E will prioritize humanitarian response activities lasting up to three months for Shelter and S&S NFI sub-sectors and up to eight months for Settlements sub-sector.

Technical Design: Sub-grantees will be prioritized according to their strategic geographical locations, vulnerability of beneficiaries, and on the basis of having access to ensure rapid deployment. Sub-grantees will be requested to conduct the following activities: beneficiary identification and prioritization; coordination with IOM and other partners regarding distributing emergency shelter (ES), shelter repair kits, S&S NFI or Camp Coordination and Camp Management (CCCM) considering priority needs and community approaches and avoiding duplications; and conducting PDM.

During the identification and prioritization of beneficiary households, sub-grantees will identify the most vulnerable households as per S/NFI Cluster standards: persons with special needs (disabled, elderly, child-headed households, HHs with children enrolled in nutrition programs). For projects that include ES, IOM proposes to support sub-grantees to construct demonstration shelters with the IDP community to assure that methods to create Sphere standard shelters are understood; these demonstration shelters will then serve the needs of the most vulnerable households who otherwise would not be able to construct a shelter themselves. For shelter repair kits which target only the Northern Ethiopia Response, the most vulnerable households that cannot repair their own shelters will be supported by sub-grantees to assure that repaired covered space meets Sphere standards at a minimum.

Sub-grantees will be required to be guided by principles of humanitarian protection, in particular through targeting of vulnerable populations (i.e. women, FHH, children, the elderly, sick or disabled, HHs with children enrolled in nutrition programs) and ensuring that distributions or services provided do not negatively impact the health and safety of the beneficiaries or community relations.

Coordination: RRF-E staff will consult with the S/NFI Cluster 4W information and Leads (IOM, NDRMC), CCCM cluster (for Settlements sub-sector), and other emergency funding mechanisms (ECHO ERM and OCHA / EHF) to avoid duplication and will notify the Cluster of selected sub-grants.

Addressing Crosscutting Issues:⁷ IOM will ensure that different needs based on Gender Analysis, Persons with Special Needs (including older persons and persons with disabilities), and mainstreaming protection, are addressed throughout programming. Measures include: Offer labor to households unable to construct their own shelter; Provide separate rooms for women and children; Provide shelter materials that offer greater privacy and dignity; Target most vulnerable groups and individuals according to need; Provide timely information in a way that can be understood by illiterate and literate people on distributions especially about what commodities will be distributed; Manage potential conflicts between recipients and non-recipients; Encourage beneficiaries not to send children to receive items at time of distribution; Provide staff/volunteers to assist those with special needs to carry distributed items and take measures to reduce risk of them being robbed; Ensure orderly distributions that do not place vulnerable people at risk of physical injury; Include measures to be put in place to prevent sexual exploitation and abuse of people seeking services.

Sub sector: Shelter

Implementing Partners will distribute in-kind Emergency Shelter (ES) kits provided by IOM. ES kits consist of two plastic sheets and rope, which will meet the urgent shelter needs of displaced households. Implementing partners (IP) will purchase locally nails, poles, metal wire or other items that are appropriate for the location to provide SPHERE standard shelter (3.5m² covered living space per person) adapted to local conditions. RRF implementing partners will target households displaced due to drought, natural disasters, man-made disasters (including conflict outside of the northern response) based on ES/NFI Cluster prioritization.

In drought and other areas as appropriate based on local shelter preferences, emergency shelters will be constructed by households with technical support from IP based on local preference for dome shaped shelters built using local materials, specifically *calotropis procera* or king's crown, and in-kind materials from RRF-E, two (2) tarpaulins and two (2) ropes (20m each, 6-8mm diameter, plastic ropes). RRF partners will build demonstration shelters to train the IDPs on how to build using the ES kits. The demonstration shelters are then given to the most vulnerable IDPs.

For the northern Ethiopia response, RRF and IP will target most vulnerable returnee households with shelter repair kits (See Annex 4: Rapid Response Fund - Ethiopia). This assistance includes the provision of IEC materials for households and technical training for local carpenters on building back safer techniques, taking viable considerations on locally available materials. Households will be grouped and given training and toolkits to work together to repair shelters. Information can also be shared with beneficiaries through social media, radio and other methods where appropriate and indicated by beneficiaries as a reliable method to receive information. Each group will have a trained local carpenter to support the repair work.

IDPs in Ethiopia vary in the amount of time they spend outside of their place of origin. Displacement due to conflict can result in longer displacement periods. In Ethiopia, the average/ideal living situation is equal to the minimum Sphere indicator of 3.5 square meters per individual. In the context of emergencies in Ethiopia, the provision of one emergency shelter kit (covering at least 17.5 square meters **rounded to 18m²**, see designs below showing sample standard for emergency shelter designs) per household of five persons (covering at least 18m² per households, see sample design below) are determined to be appropriate responses in the emergency phase. Distributions of emergency shelter (ES) kits will enable individuals affected by crises receiving RRF-E support access to appropriate shelters. **Sub-grantees must ensure that beneficiaries receive instructions on creating or maintaining adequate living spaces using materials provided and those gathered**

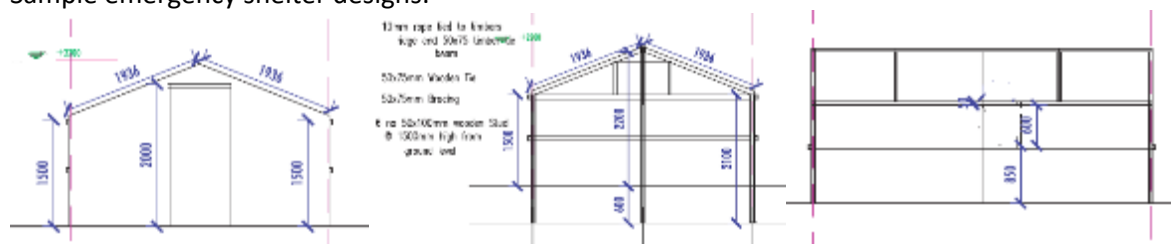
⁷ Crosscutting issues to be addressed: different needs based on Gender Analysis, of Persons with Special Needs (including older persons and persons with disabilities), and mainstreaming protection.

locally. This includes but is not limited to distribution of Information, Education, Communication (IEC) materials, conducting demonstrations on assembly of emergency shelters, and technical support drawn from the Shelter/NFI Cluster Technical Working Group guidelines; including diagrams.⁸ Information can also be shared with beneficiaries through social media, radio and other methods where appropriate and indicated by beneficiaries as a reliable method to receive information.

IOM with implementing partners will provide minimal, habitable covered living space within Sphere and BHA standards for each targeted beneficiary household. While materials and technical assistance will be provided, it is anticipated that households will contribute with labor unless they are too vulnerable to do so, in which case these households will be provided the model shelters which are constructed to demonstrate how emergency shelters can be erected. Demonstration shelters constructed with communities can be used to support the most vulnerable households (i.e. the elderly, disabled, infirmed) who otherwise would not be able to construct a shelter on their own. Sample criteria for the most vulnerable households to receive demonstration shelters include: households consisting solely of elderly members who are identified by the community as unable to fully construct their own shelter due to infirmities, disabilities, limited mobility; households consisting of pregnant or lactating women and only very young children under age 10 who are identified by the community as unable to fully construct a shelter on their own; children-headed households who are identified by the community as unable to fully construct a shelter on their own. Women and children are especially vulnerable due to their roles in communities and the protection risks inherent in being without shelter or social support networks. In accordance with best practices on inclusiveness, identified household members would be consulted and encouraged to participate in the shelter construction as appropriate (assisting to identify appropriate locations, advising based on knowledge individuals may have, monitoring of construction techniques, etc.)⁹.

USAID/BHA tarp installation best practices, to maximize the efficacy and longevity of ES materials, are available in this video (<https://www.youtube.com/watch?v=mQ4RxSzsGZY>).

Sample emergency shelter designs:



⁸ In line with USAID/BHA's "Common Comments" on Shelter and Settlements (S&S) Applications for USAID/BHA Funding (November 2021) https://www.usaid.gov/sites/default/files/2022-05/USAID-BHA_Shelter_Settlements_Common_Comments_November_2021.pdf

⁹ *Humanitarian inclusion standards for older people and people with disabilities*, 2018 published by the Age and Disability Consortium as part of the ADCAP program linked with SPHERE.



Emergency shelter designs; Afari and Somali traditional structures

As S/NFI Cluster lead, IOM ensures that ES kits purchased or disbursed under this sector are in line with internationally-agreed Cluster standards and specifications. In line with IFRC/UNHCR specifications, the dimensions of the plastic sheeting will be 4 meters x 6 meters, with reinforcement bands to prevent ripping and tearing¹⁰.

Where needed and culturally appropriate, framing material can be purchased by the sub-grantee organization who will then instruct beneficiaries on correct usage to create Sphere-compliant covered living spaces. Demonstration structures will be made to show how to create Sphere standard dwellings; these structures will be for the most vulnerable households who cannot build structures themselves (such as persons with disabilities, unaccompanied elder persons). Sub-grantees will consider mitigation measures during the procurement process to reduce adverse environmental impacts. Sub-grantees will utilize wooden poles from a reputable vendor that meet SNFI Cluster standards, and efforts will be taken to source from environmentally sustainable timber operations.

The overall location and setting for shelter will be in line with international standards. Sub-grantees should take into account the location of latrines, access to services, environmental factors such as potential flooding or standing water, to assure that shelter is sited in a location that is dignified and allows for displaced populations to have a safe shelter setting. If factors, such as lack of sufficient land, services not being available prior to the emergency, prevent meeting international standards then this should be described within the proposal.

As part of the overall monitoring plan, IOM/RRF staff will visit each sub-grant at least twice during implementation to provide supportive supervision as well as monitor the progress. During the monitoring visits, IOM/RRF staff will evaluate the construction of a sample of shelters to assess if beneficiaries are able to create covered living spaces providing 3.5 m per person. If shelters are found not to meet such standards, discussions will be undertaken with sub-grantees for possible solutions as well as with beneficiaries to understand the reasons behind any discrepancies.

Example Emergency Shelter Kits consist of¹¹:

Item	Specification	Unit	Quantity	Unit Price USD	Total Price USD
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¹⁰ Manufacturers provide that plastic sheeting meeting these specifications have a useful life of up to two years without extensive sun and/or high temperatures both of which are commonly found in the targeted districts of Ethiopia.

¹¹ Kit definitions for Emergency Shelter and Non-Food Items Assistance, Ethiopia Shelter / NFI Cluster 2022. Specifications for each item are detailed in the Ethiopia Shelterpedia: Technical Guidance on Response Options.

Plastic sheeting/tarpaulin	Material for the reinforced attachment points sheets) Six bands of 7.5cm width made of woven black HDPE fibers fabric and coated with grey LDPE on the outside. 6m x 4m Pre-punched 8mm holes on the two sidebands at 0.1m +/-10% intervals, positioned in the center of the band . (Weight 190g/m ² ± 20g)*Refer to ICRC/IFRC Plastic sheeting and Tarpaulins specification for more	Pcs	2	15	30
Rope	Min 20 meters, 6-14 mm. (tensile strength: >200 kg)	Pcs	1	3	3
Wooden poles	6 cm diameter thick pole - 6 meter long	Pieces	10	3	30
Roof Nails		kg	2	2	4
Wire nails	2kg 8cm, 2kg 12cm	kg	2	2	4
Washers	approx. 3.8 cm/1.5" in diameter, made of stiff plastic or, for example, locally available materials such as recycled bike or vehicle tires	lump	1	5	5
Bonda	Metal Strap for bracing	Kg	2	2	4
IEC BCC materials	Containing information on appropriate fixing guides of emergency shelter kit provided	A3 sized paper	2	1	2
		Items Cost			

Shelter Repair kits (based on Shelter Cluster standards):

Due to the conflict in Northern Ethiopia, the RRF will support a small number of shelter repairs for the most vulnerable households unable to repair their shelters themselves. Partners will be expected to work with beneficiary households and local carpenters to repair shelters per the standards set by the Shelter Cluster. Shelter repairs will aim to provide at least one fully repaired room of the shelter for the household to use. The repaired space will meet Sphere standards of 18m² for a household of 5 persons (at least 3.5 m² per person). Sub-grantees will meet the shelter repair standards based on the Cluster advice at the time of the proposal. This activity will only target vulnerable households impacted by the northern conflict. Below are the current recommendations of the Cluster:

Fully Damaged Shelter: Total cost \$250

Type B- In-kind+ Cash

SN	Item	Quantity	Modality*	UNIT Cost (ETB)	Total Cost (ETB)	Total Cost (USD)
1	CGI sheet (35 gauge)	12	In-kind	500.0	6000	114
2	Door/window locking system (gate latch)	2	In-kind	78.3	1	3
3	T- Hinge for door	2	In-kind	31.6	0.6	1
4	Nail no. 12	2	In-kind	164.1	3	6
5	Nail no. 10	2	In-kind	164.1	3.12	6

6	Nail no. 8	2	In-kind	164.1	3	6
7	Roofing Nail	3	In-kind	252.5	4.8	14
8	Cash to cover local materials and contribute to the labor cost		Cash	Lumpsum	5067	100
Total					ETB 11,083	251

Type B- In-kind+ Cash

SN	Item	Quantity	Modality*	UNIT Cost (ETB)	Total Cost (ETB)	Total Cost (USD)
1	CGI sheet (35 gauge)	12	In-kind	500	6000	114
2	Door/window locking system (gate latch)	2	In-kind	78	1	3
3	T- Hinge for door	2	In-kind	31	0.6	1
4	Nail no. 12	2	In-kind	164	3	6
5	Nail no. 10	2	In-kind	164	3.12	6
6	Nail no. 8	2	In-kind	164	3	ss6
7	Roofing Nail	3	In-kind	252	4.8	14
	12 cm diameter - 6m length 18	10	In-kind	100	1000	
	10 cm diameter split poles - 6m length	15	In-kind	150	2250	45
	6 cm Æ diameter thick pole; 7 meter long	8	In-kind	100	800	16
8	Cash to cover local materials and contribute to the labor cost		Cash		1875	37
Total					ETB11,941.04	250

Partially Damaged Shelter: Total cost \$100

Item	Modality*	UNIT Cost (ETB)	Quantity per HH2	Total Cost (ETB)	Total Cost (USD)
CGI sheet	In-kind	500	5.0	2500	47
Labor and Tools	Cash			2792	53
Total				5291	100

Indicators for sub-awards:

Number of targeted households with access to shelter

Number of households occupying shelter that is provided pursuant to relevant guidance appearing in the Sphere Project Handbook

Sub sector: Shelter and Settlements Non-Food Items (S&S NFIs)

Provision of vital household items can help improve living and hygiene conditions for disaster-affected populations, providing necessary utensils for families to cook and wash, while promoting self-reliance. Sub-grantees will be expected to include support for transport of materials from IOM warehouses to the response locations within their application. To ensure rapid deployment, sub-grantees will be prioritized on the basis of having experience delivering S/NFI materials or, if applicable, prior experience implementing cash for NFI distribution systems.

Sub-grantees will be requested to conduct the following activities: IDP distribution committee formation, beneficiary identification and verification, partner coordination for distributions taking into consideration priority needs and community approaches, and avoiding duplications; distribution of commodities, and Post-Distribution Monitoring (PDMs). In areas with markets or traders able to quickly scale up to meet the specific needs of beneficiaries, sub-grantees can propose to support cash in line with the Shelter-NFI Cluster and Cash Working Group piloting of similar initiatives in Ethiopia as well as globally.

Sub-grantees must include information about the anticipated duration of the assessed population’s need for NFIs. Proposed interventions should correlate to the duration of displacement and corresponding needs.

Sub-grantees will follow internationally recognized guidelines and standards applicable to NFIs such as Sphere, and provide notification in the RRF-E sub-grant proposal when compliance is not possible, explaining reasons for non-compliance.

For vulnerable households are identified during the verification process as being unable to participate in distributions, sub-grantees must plan for direct distribution to those households at their sheltering location.

The NFIs will be distributed to households affected by emergencies in Ethiopia, and might contain clothing, bedding and household items, personal hygiene items, dignity kits, cooking and eating utensils, etc. As an indication, the kit will contain a combination of the following:

Example General NFI Items:¹²

NFI Kit					
Item	Specification	Unit	Quantity	Unit Price USD	Total Price
Blankets	Make woven, dry raised both sides Content ISO1833 on dry weight 50% wool fibers +/- 5%, 50 % other textile fibers, recycled fibers accepted. 1.6m x 2.2m; (1 to 2kg weight) min 250g/m2, TOG (Thermal Resistance of Garment): min: 2.0	Pcs	2	8	16
Bed mat	Material: waterproof, assorted colors, edges secured 2 x 2.5m	Pcs	2	8	16
Kettle	Aluminum 2lt	Pcs	1	9	9
Kitchen Set	2 Plates 24cm Thickness: > 1.00 mm for aluminum, > 0.50 mm for steel; 4 Cups Aluminum or stainless steel with handle, (300ml holding capacity) (min 0.5mm for stainless steel); 1 Cooking pot Aluminum 7lt Thickness: > 1.7 mm aluminum, > 0.8 mm steel;	set	1	28	28
Ladle	1 Cooking Ladle Min 100ml Stainless steel, length: 30cm minimum. Thickness: Min. 1mm in the center of the scoop		1	3	3
Flashlight (torch)	Solar-rechargeable, if available	pcs	1	15	15
Women's clothing items	women's underwear, sheety/drya cloth, etc., if available	set	1	10	10
Washing basin	Diameter: 60cm Stainless Steel	Pcs	1	8	8
Jerrycan	20lt Rigid plastic (Min 45mm opening), Food grade plastic, “Should resist 5 drop tests from 2m high, full with water”	Pcs	1	5	5

¹² Kit contents based on *Emergency Shelter and NFI Kits* revised information from the ES/NFI Cluster from April 2020; the advice and list is updated and revised based on specific conditions and responses within the country

Jug and basin set	Plastic 1L	Pcs	1	4	4
Kit based on average household size 5 person					

Disability and Inclusion (D&I) NFI kits for 15% of new households receiving in-kind items.

Based on assessments and focus group discussions by IOM's Disability & Inclusion officer alongside the ESNFI Cluster, the D&I NFI kit includes a mattress, additional basins, and two 10L jerry cans for easier carrying.

Disability and Inclusion NFI Kit					
Item	Specification	Unit	Quantity	Unit Price USD	Total Price
Blankets	Make woven, dry raised both sides Content ISO1833 on dry weight 50% wool fibers +/- 5%, 50 % other textile fibers, recycled fibers accepted. 1.6m x 2.2m; (1 to 2kg weight) min 250g/m2, TOG (Thermal Resistance of Garment): min: 2.0	Pcs	1	8	8
Mattress	1.90mtr x 0.90mtr x 8cm (Thickness)		1		
Bed mat	Material: waterproof, assorted colors, edges secured 2 x 2.5m	Pcs	1	8	8
Kettle	Aluminum 2lt	Pcs	1	9	9
Kitchen Set	2 Plates 24cm Thickness: > 1.00 mm for aluminum, > 0.50 mm for steel; 4 Cups Aluminum or stainless steel with handle, (300ml holding capacity) (min 0.5mm for stainless steel); 1 Cooking pot Aluminum 7lt Thickness: > 1.7 mm aluminum, > 0.8 mm steel;	set	1	31	31
Ladle	1 Cooking Ladle Min 100ml Stainless steel, length: 30cm minimum. Thickness: Min. 1mm in the center of the scoop	Pcs	1	3	3
Flashlight (torch)	Solar-rechargeable, if available	Pcs	1	15	15
Women's clothing items	Women's underwear, sheety/drya cloth, etc., if available	Set	1	10	10
Washing basin	Diameter: 60cm Stainless Steel	Pcs	2	8	16
Soap	Multipurpose soap 250gm	Pcs	5	.5	2.5
Jerrycan 10L	10lt Rigid plastic (Min 45mm opening), Food grade plastic, "Should resist 5 drop tests from 2m high, full with water"	Pcs	2	3	6
Jug and basin set	Plastic 1lt	Pcs	2	4	8
Kit based on average household size 5 person					

Use of Cash:

Specific information for cash programming for S&S NFIs

As a member of the Cash Working Group, IOM has developed tools for market assessment which are used by S/NFI Cluster members prior to any cash intervention. The tool requires input from targeted men and women and is an important step in the decision making process to identify the most appropriate modality (e.g. value or commodity voucher).

In Ethiopia, S/NFI Cluster partners are using service providers to distribute cash. Direct cash distributions may be used in areas where access to markets and services are available and cost effective. IOM anticipates around 17% of sub-grants for NFI distribution will be made using cash modalities.

Implementing partners will be expected to communicate clearly to communities about the use of the cash, including emphasizing that the assistance is for NFIs and should not be used to purchase food or pharmaceuticals. Communications with targeted households should include information about how to access food assistance (if available) and health facilities. Information can also be shared with beneficiaries through social media, radio and other methods where appropriate and indicated by beneficiaries as a reliable method to receive information.

Applicants proposing to implement cash projects must provide a market analysis with the following information:

Market assessment: Using tools created by IOM and the S/NFI Cluster, partners will work with IOM staff to use these tools appropriately to gather information. As part of the capacity building for partners, RRF-E would support trainings in use of S/NFI Cluster tools for cash programming to support Cluster partners.

Analysis: Market analysis data informs key program-related decisions and contributes to the selection of appropriate modalities to achieve program objectives whilst doing no harm.

Data collection: Collection of data is undertaken by competent and knowledgeable teams. Data collection systems, procedures and information sources utilized in the market assessment are appropriate and of sufficient quality to allow for the capturing of the dynamic nature of markets.

Monitoring and ensuring data validity: Monitoring activities provide a check against initial assessment findings and enable decision-making for potential adaptation of interventions.

The cash for NFI process should follow the following steps:

Coordinate with other actors; Hold Community Meeting; Establish Beneficiary Feedback/Complaint Mechanism, including reporting of fraud; Identify and Register program participants based on criteria; Conduct participants' verification (if necessary); Conduct communication campaign during registration.

If partners are organizing market fairs or contracting vendors to come to the area:

Selecting and Contracting Vendors: Conduct baseline market price survey; Set vendor selection criteria, Allow communities to input on vendor selection criteria; Call for vendors to apply for tendering process, include Code of Conduct in the tender package; judge proposals against criteria including ability to deliver (visit to vendor offices for evaluation of capacity); Negotiate prices with vendors; Contract vendors; Provide training for selected vendors on the process and procedures for the market.

In accordance with IOM Procurement Manual (IN/168 rev (2)), vendors will need to sign a Code of Conduct for Supplies (organizations that do not have such a Code of Conduct for Suppliers will be given a template with all required clauses for use, organizations that do have a Code of Conduct for Suppliers will be asked to submit to assure that it meets the minimum criteria).

Special Considerations: In areas where a majority of beneficiaries do not have national ID cards, cash beneficiary identification will include anti-fraud measures such as unique serial numbers (based, for example, on beneficiary household number, location information, and commodity or value marker), color coding, receipt for organization.

Post-distribution Monitoring: Focus Group Discussions with beneficiaries, note lessons learned; focus group discussions with vendors, note lessons learned. This will be required from sub-grantees who will be requested to use S/NFI Cluster templates as well as submit the reports to the Cluster.

In order to ensure that cash assistance can be delivered within the typical sub-grant period (3 months), sub-grantees will be supported to draw upon market information, latest and on-going market assessments with linkages to the regular Shelter/NFI Cluster Cash Working Group and the broader Cash Working Group (CWG). The growing body of evidence and guidance in these fora will allow sub-grantees to quickly pursue cash assistance, and IOM will support with periodic field monitoring and/or direct guidance throughout the process; particularly during the community consultation and vendor identification processes. The information from monitoring will feed into the future advice to partners to improve overall sub-grant performance. IOM as part of the Cash Working Group (CWG) will also provide additional support and advice to partners based on agreed procedures as well as providing feedback of lessons learned to the CWG based on partner implementation.

The RRF-E team will ensure that all sub-grantee cash assistance is undertaken in line with USAID's cash guidance, for example:

- a) An analysis of whether markets for the goods in question are functioning and accessible, including consideration of any associated risks, such as inflation or shortages;
- b) Evidence of coordination with other cash-based programs that are being implemented in the immediate geographic vicinity;
- c) Strong beneficiary targeting information, as cash may be attractive to everyone; and
- d) A detailed plan on how cash will be delivered in a manner that is convenient and secure for beneficiaries, secure for staff, allows for good accountability, and respects cost-efficiency concerns.

Indicators for sub-awards:

Number and per item cost of NFIs distributed

Number and percent of individuals reporting satisfaction with the quality of the NFIs received

Total USD value of cash transferred to beneficiaries [for Cash for NFI sub-awards only]

Sub-sector: Settlements

IOM's RRF-E proposes to include sub-grants for Camp Coordination and Camp Management through implementing partners. RRF-E proposes partners to support site-level coordination through the organization of regular inter-agency meetings with other humanitarian actors and Government officials at Site and/or Area (e.g. Sub-City/Woreda) levels and active follow-up of gaps across all sectors.

Settlement assistance will include support to new camp and camp-like settings, and for camps that will remain open, the provision of up to eight month's grant for CCCM actors to maintain camp coordination and improve the site as needed. RRF-E with implementing partners will adopt a settlements approach to IDPs in host communities. **It is anticipated that households affected by drought, natural disasters, and man-made disasters (including conflict outside of the northern response) will be targeted through this sub-sector.**

RRF-E will work with the CCCM Cluster to identify partners, particularly national NGOs for training and implementation of site/camp management activities. RRF-E proposes partners to support site-level and/or area/neighborhood-level coordination through the organization of regular inter-agency meetings with other humanitarian actors and Government officials at Site and/or Area (e.g., Sub-City/Woreda) levels and active follow-up of gaps across all sectors.

RRF-E also proposes to support displacement-affected beneficiaries' involvement in decision-making, e.g. through support of community self-governance structures (Site/Kebele Management/Coordination Committees, Women's Committees, Youth Committees, etc.) through training of committee members, community mobilization events, consultations, and liaison between beneficiaries and stakeholders. Partners will be expected to provide information for beneficiaries about upcoming distributions, as well as mobilize a Community Feedback Mechanism (CFM) as an AAP channel for displaced households residing in the site.

Through a help desk or other appropriate initiative, site/camp management staff will receive, refer, follow-up and, where possible, close complaint and feedback cases. Partners will also compile CFM data to identify overall trends which will be used to inform advocacy with appropriate partners and Clusters at sub-national. Partners will be able to support limited site improvements such as establishing communal cooking areas, partitioning of communal buildings for improved privacy and dignity of IDPs, and other necessary improvements.

RRF-E will work with the CCCM Cluster which has newly been activated to identify partners, particularly national NGOs for training and implementation of site/camp management activities. It is anticipated that two sub-grants for up to eight months each will be awarded through the RRF-E.

Indicators for sub-awards:

Number of individuals in the settlement receiving support from settlements interventions

Percent of individuals receiving shelter assistance out of the total number residents in identified settlement(s)

Percent of settlement beneficiaries who believe settlement interventions met or exceeded expectations

2.2 Sector: Multipurpose Cash Assistance (MPCA)

Coordination: RRF-E team will coordinate with the Ethiopia Cash Working Group (national and if available regional or local level group) to avoid duplication and assure that proposals meet the standards agreed for MPC in Ethiopia/area.

IOM/RRF is proposing to target households in South Western Region which have been impacted by the drought but received limited support and households in Tigray to support sustainable returns for the most vulnerable returnee households.

RRF-E will target vulnerable households, including HHs with children enrolled in nutrition programs, and/or returning to their place of origin with unconditional, unrestricted multi-purpose cash assistance (MPCA) to address basic household needs. [Targeting will focus on households that are not currently included in the food support from PSNP, JEOP, GoE, WFP or other humanitarian actors. MPCA would be for 1-3 rounds; IP would work to connect the households to social safety net programs or food support planned or the return or displacement area as part of the exit strategy for the sub-award.](#) Cash-based assistance will enable vulnerable households and/or returnees to prioritize their most urgent needs while also supporting the local economy. IOM/RRF will follow the national Cash Working Group (CWG) guidance. Target areas will be selected based on market feasibility assessments to confirm local markets are functional and easily accessible for the affected populations. Cash distribution will be implemented using locally available financial service providers and will be done in rounds. Transfer value of the cash grant will be calculated based on recommendations and guidance from the CWG on the Minimum Expenditure Basket (MEB) and market needs assessments, to cover expenditure gaps between basic needs. Based on current CWG advice, it is anticipated that there will be from [one to three](#) rounds of support. The advice varies based on the advice from Regional level market assessments. At the moment, CWG amounts do not vary based on household size, though it includes targeting households with at least 4 members.

For the Ethiopia Cash Working Group, South West Region is incorporated into their guidance for the “Southern Regions” (SNNP, SWEP and Sidama). Please see below the calculation for the CWG and the one proposed by RRF which excludes the restricted items but includes additional support for households based on past projects.

Food item	Kg/month	Kcal/100g	kcal/day	Unit price(birr/kg)	Birr/person/month	RRF MEB	Remarks
Maize	3	365	365	40	120	228	*Calories removed from cheka added here (5.7 kg per month)
Sorghum	3	329	329	35	105	105	
cheka	6	82.02	164	30	180		
Enset(kocho)	12	215	860	50	600	600	
Meat	0.5	288	48	600	300	300	
Leaf vegetable	3	43	36	40	120	120	
Pulses	1	340	113	35	35	35	
egg	18	147	44	10	180	180	
Cooking oil	0.5	884	133	200	100	100	
Total			2100		1,727.00	1,668.00	
Average household size					4	4	
Total food expenditure/HH/month					6,908.00	6,672.00	
Hygiene item		Quantity per person	Frequency	unit price	Price per month per HH in ETB	RRF MEB	
Bath soap		125g(4pieces X month X HH)	16	35	140	140	
Laundry soap		250g(2 packs)	16	49	196	196	
Sanitary pad (reusable for 2 women in a household)		pack	2	195		390	*Adding sanitary pads for women of menstruating age
Total Hygiene Item Expenditure					336	726	
Category	Products				Expenditure per household/month (local currency)	RRF MEB	Remarks
Shelter	Rent				700	700	
Health	Health care / medication				500	0	
Education	School materials				500	0	
Water	water					450	4 people need 5 liters drinkable water per day (20L per day) for 30 days a month at 15 ETB per 20L jerrycan
Transportation	Transportation costs				0	400	Estimated travel costs for family of 4 is 400 ETB per month
Total other expenditure					1,700.00	1,550.00	

RRF MEB calculation for Southern Regions:

Total food expenditure (household/month)	6,672
Total hygiene expenditure (household/month)	726
Total other expenditure (household/month)	1,550
Minimum expenditure basket (household/month)	8,948

Based on SCWG the final calculation is per below:

Factors for setting the value		Value
Needs to be covered per household per month in local currency (e.g., minimum expenditure basket)	8,948	8,948
% Of needs to be covered by the intervention	70%	6,263.60
Average expected inflation during the project period	10%	6,889.96

Rounded to
6,900 ETB

For Tigray, the current MEB recommendation is 9,200 ETB in three rounds. For RRF, we have recalculated based on BHA's advice that only survival food levels should be considered and considering our anticipation to target households returning to their place of origin without rental costs. The estimated MEB is 6,250 ETB per month.

Description of basic needs	Unit	Quantity per person	Unit price (ETB)	Quantity required for 5 people	Total price (ETB)	RRF Proposed	Remarks
1. Basic Food items							
Wheat/or other cereal crops[2]	kg	20	46	100	4,600.00	3,450.00	15 kg per person per month
Pulse (dried)	kg	1.5	147	7.5	1,102.50	2,940.00	4 kg per person per month
Oil	Liter	0.5	225	2.5	562.5	506.25	0.45 liter per person per month
Sugar	kg	0.8	95	4	380	0	
Salt (iodized)	kg	0.5	50	2.5	125	0	
Sub total					6,770.00	6,896.25	2,100 kilocalories per person
2. Shelter							
Cash for rent (50%)					1,187.50	0.00	
Sub total					1,187.50	0.00	
3. WASH and dignity items							
Body soap (125)	Pcs		100	5	500	500	
Laundry soap (250 g)	Pcs		158	2	316	316	
Water purification	Pcs		1	5	5	0	
Sanitary pad (reusable for 2 women in a household)	pack		195	2	390	390	
Sub total					1,211.00	1,206.00	
Grand total					9,169.00	8,102.25	

Inflation 10% 10,086 8,912
70% 7,060 6,239

RRF MEB

6,250
ETB

Description of basic needs	Unit	Quantity per person	Unit price (ETB)	Quantity required for 5 people[1]	Total price (ETB)	RRF Proposed	Remarks
1. Basic Food items							
Wheat/or other cereal crops[2]	kg	20	46	100	4,600.00	3,450.00	15 kg per person per month
Pulse (dried)	kg	1.5	147	7.5	1,102.50	1,102.50	1.5 kg per person per month
Oil	Liter	0.5	225	2.5	562.5	506.25	0.45 liter per person
Sugar	kg	0.8	95	4	380	0	
Salt (iodized)	kg	0.5	50	2.5	125	0	
Sub total					6,770.00	5,058.75	
2. Shelter							
Cash for rent (50%)					1,187.50	0.00	
Sub total					1,187.50	0.00	
3. WASH and dignity items							
Body soap (125)	Pcs		100	5	500	500	
Laundry soap (250 g)	Pcs		158	2	316	316	
Water purification	Pcs		1	5	5	0	
Sanitary pad (reusable for 2 women in a household)	pack		195	2	390	390	
water	20L jerry can		30	37.5		1125	5 people need 5 liters drinkable water per day (25L per day) for 30 days a month at 30 ETB per 20L jerrycan
Transportation	month		500	1		500	Estimated transportation costs for family of 5 is 500 ETB per month
Sub total					1,211.00	2,831.00	
Grand total					9,169.00	7,889.75	

Inflation 10% 10,086 **8,679**70% 7,060 **6,075****Rounded 6,100****RRF MEB: ETB**

Disbursement of cash will be done in **one to three** rounds, with an amount estimated to support beneficiaries for a period of six months. Cash disbursements are further coupled with awareness sessions intended to help in the sensitization on the appropriate use of the cash to meet their basic household needs. Beneficiaries will be told the composition of the MPCA amount which cannot be use for USAID-restricted commodities or for

health and nutrition treatment or commodities (including pharmaceuticals), pesticides (including mosquito nets) or shelter rehabilitation. Transfer value of the cash grant will be calculated based on recommendations and guidance from CWG and market needs assessments. While currently the MEB is calculated based on items that are part of the JMMI (including food and hygiene items), based on other MPCA programs implemented through RRF funded by CERF, households report expenditures on: local transportation, clothes and shoes, hygiene items, communications, cooking fuel and education items (notebooks, pens, uniforms, etc.).

Sub-Sector Indicators:

Total number of individuals (beneficiaries) assisted through multipurpose cash activities

Percent of (beneficiary) households who report being able to meet their basic needs as they define and prioritize them

Percent of beneficiaries reporting that humanitarian assistance is delivered in a safe, accessible, accountable, and participatory manner

Percent of (beneficiary) households that report having minimum household items that allow all the following: comfortable sleeping, water and food storage, food preparation, cooking, eating, lighting, and clothing

Percent of (beneficiary) households reporting that all household members have access to an adequate quantity of safe water for drinking, cooking, personal and domestic hygiene

Percent of (beneficiary) households having access to a functioning handwashing facility with water and soap at home and essential hygiene items including menstrual hygiene products

- % of households where women are involved in decision making on the use of cash transfers

2.3 Sector: Water, Sanitation and Hygiene (WASH)

Objective: To promote basic hygiene standards and provide safe water and sanitation access to under-served populations impacted by emergencies-women, men, girls and boys, especially IDPs, and vulnerable persons in areas affected by conflict, natural disasters.

Triggers: Where there is no organization with capacity to meet the needs due to external shock and assessment data showing populations impacted by acute emergencies and under addressed needs have access to less than 5 liters of water / day; in areas with high levels of malnutrition and link between lack of access to clean water and the increased rates can be clearly shown; areas where waterborne disease outbreaks have occurred with a lack of capacity to scale up quickly by static partners (if any).

Coordination: The RRF-E team will consult the WASH Cluster 4W and Cluster leads, other emergency funding mechanisms to avoid duplication (in terms of area and programmatic response) and will notify the Cluster of approved sub-grants.

Addressing Crosscutting Issues: Consult beneficiaries regarding safe locations for latrines; Latrines should be gender segregated, with access for people with physical disabilities and provide signs (i.e. in different colors) for men's and women's latrines, washing and bathing facilities; Organize local communities to accompany women and children to water collection points and latrines as necessary; Build latrines away from unmonitored peripheries and supply lighting at night (such as locally available solar lighting as possible); Construct latrines that are culturally appropriate, taking in consideration water availability and environment; Make provisions for individuals with physical disabilities, children and the elderly; combined with hygiene promotion activities, conduct education for proper use of facilities, and develop procedures for maintenance and cleaning of latrines to encourage appropriate use; Verify appropriate durability and security of latrines during design and construction; and Ensure access to WASH facilities for all target beneficiaries.

Technical Design:

WASH is one of the most essential sectors for rapid response in Ethiopia as it is often the first, most critical, response to prevent loss of life or rapidly improve outcomes. WASH interventions are critical for basic survival, good health and disease prevention. Expanding access to safe water has a positive multiplier effect in vulnerable communities as it can resolve a key resource scarcity that can fuel conflict.

2.3.1 SUB SECTOR: HYGIENE PROMOTION

Hygiene promotion activities should be conducted through hygiene promoters identified from the targeted populations, in collaboration with any existing water and sanitation committees or IDP site committees. Activities should aim to develop good hygiene practices, preventing diseases and encouraging positive health behaviors. The project should focus on three to five hygiene promotion messages to support other proposed project activities such as WASH NFI distribution or access to improved sanitation (i.e. importance of handwashing with ash or soap at critical times, proper water storage using clean containers with lids, proper disposal of human excreta) given the short intervention duration. Proposals should clearly state reasons and context of message selection and brief hygiene promotion methodology in line with Cluster recommendations. The imperative for hygiene promotion is demonstrated by the overall sanitation conditions and observation of common practices. If a response is undertaken where there is minimal sanitation infrastructure, parallel hygiene promotion activities should be automatically conducted to complement the infrastructure. In accordance with LEGS and in areas where water sources are used for access to safe water access for both human and livestock consumption, targeted hygiene messages (for example: animals should take water away from the well or borehole to avoid contamination, fencing (wooden poles or other natural, locally available materials) should be created to protect the hand-pump or well cover) will be promoted to reduce risk of contamination at the point of use. Hygiene promoters, existing water committees and community leadership can be involved in the promotion activities.

The sub-grantee will support the active participation of women and including specific trainings for women as hygiene promoters, including to support adolescent girls practice menstrual hygiene in conditions of dignity and privacy.

Applicants will follow WASH Cluster and Sphere guidelines or provide notification in the RRF-E sub-grant proposal when it is not possible to comply with the guidance indicated, explaining reasons for non-compliance.

Indicators for Sub-sector:

Number of individuals receiving direct hygiene promotion (excluding mass media campaigns and without double-counting)

Number of households targeted by the hygiene promotion activity surveyed

Number of individuals targeted by the hygiene promotion activity surveyed who know at least three (3) of the five (5) critical times to wash hands

Number of households targeted by the hygiene promotion activity surveyed who store their drinking water safely in clean containers

2.3.2 SUB SECTOR: SANITATION

Sanitation programs will be sensitive to ongoing community-led programs and ensure that only critical assistance is provided to displaced populations, in full consideration of the impact of emergency measures on normally functioning systems. Interventions will include: Providing emergency shower stations; providing handwashing facilities; providing multi-household/communal or institutional latrines. The sub-grantee will also ensure the provision of material for the maintenance and cleaning of the facilities, technical assistance, and guarantee appropriate design and placement. Based on WASH Cluster recommendations, for camp sites with over 2,000 people, the design of the shared toilet and bathing space will consist of a square block with three toilets and 1 shower cubicle shared between twelve households. The target coverage will be such that there is 1 toilet for 50 persons as per Sphere standards acute emergency.

Communal/institutional latrines will be supported only in certain circumstances: During the initial phase of a disaster relief response; in temporary camps where the sub-grantee (or other trusted entity) is continuously present and where the sub-grantee can establish an agreement with the beneficiaries that ensures communal/institutional latrines will be maintained following the end of the project. For latrines that will continue to function after the project period, it must be clear who will be responsible for the decommissioning, and that the responsible party has the tools and capacity to complete the decommissioning.

Applicants must include handwashing and shower stations in conjunction with multi-family / communal latrines.

Applicants will follow Sphere guidelines or provide notification in the RRF-E sub-grant proposal when it is not possible to comply with the guidance indicated, explaining reasons for non-compliance.

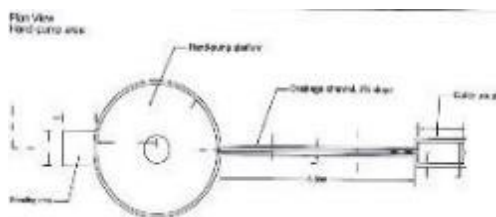
Indicators for Sub-sector:

- Number of individuals directly utilizing improved sanitation services provided with BHA funding
- Number of users per functional toilet stance

2.3.3 SUB SECTOR: WATER SUPPLY

The main objective of water supply support through the RRF-E will be support newly displaced households in areas with acute, emergency shortages in water (where less than 5 liters of water per person per day is available). Interventions will be supported in temporary settlements of displaced populations affected by natural or man-made disasters where existing water resources have been contaminated (e.g. due to floods), water resources have been damaged by conflict, and/or water supplies do not exist to provide at least 5 liters of water per person per day. High-density settlements/camps which have received a large influx of people and where all the basic facilities are non-existent will be prioritized.

Types of interventions: Rehabilitation of existing water points including adding separate cattle trough for animals to access water (see design example left); Emergency water purification (or filtration) systems; Provision of water storage facilities, tanks or bladders including chlorination systems; Provision of additional water points including piping and water taps and hand dug wells; Training of Water Management Committees including woreda/kebele to maintain water infrastructure; Emergency water distribution using water tankers (as last resort).



RRF will require that all water supplied during times of elevated risk (specifically for displaced populations, flood affected populations and during AWD outbreaks) be chlorinated to WHO drinking water quality standards.¹³ ($\geq 0.2\text{mg/l}$ FRC for non-waterborne disease outbreak conditions, $\geq 0.5\text{mg/l}$ FRC for waterborne disease outbreak conditions). For rehabilitation of water sources such as well and boreholes, shock chlorination treatment should be done along with bacteriological testing prior to commissioning. Surface water should be tested for turbidity as well as bacteriological testing. See table below for requirements for each water supply treatment situation:

Water Supply Type*	Disinfection mode		Testing
	Displacement/Flood	AWD Outbreak	

Water-trucking to storage tanks	Batch chlorination in tanks [≥ 0.2 mg/l FRC]	Batch chlorination in tanks [≥ 0.5 mg/l FRC]	FRC: per batch, daily at tap level after 30 minutes of contact time Bacteriological testing: At household level (representative sample of the beneficiary population with 95% confidence interval, 5% margin of error) (Weekly in case of outbreak, monthly if not)
Surface water treatment systems - SWAT	Inflow / Batch chlorination [≥ 0.2 mg/l FRC]	Inflow / Batch chlorination [≥ 0.5 mg/l FRC]	FRC: per batch, daily at tap level after 30 minutes of contact time Bacteriological testing: At household level (representative sample of the beneficiary population with 95% confidence interval, 5% margin of error) (Weekly in case of outbreak, monthly if not)
Spring / Rock catchments	Batch chlorination either at household level using HHWT, [≥ 0.2 mg/l FRC] or bucket chlorination at the source using in-line chlorinators; with hygiene promotion to reinforce	Bucket chlorination at source (in-line chlorinators), hygiene promotion to reinforce at household level, [≥ 0.5 mg/l FRC]	FRC: At source (bucket chlorination – random sampling after 30 minutes of contact time at least two containers per day) Bacteriological testing: At household level (representative sample of the beneficiary population with 95% confidence interval, 5% margin of error) (Weekly in case of outbreak, monthly if not)
Water storage tanks - borehole			
Hand-pump well			
Well without pump			
Surface water - household collection			
RWH (rainwater harvesting) Tanks	safe water storage messages		

*Turbidity should be below 5 NTU¹⁴. If it is higher, water should be settled/clarified in a separate tank to reduce turbidity before treatment in the separate [filtration and then] disinfection tank

All water will be monitored for compliance of FRC at the tap level for water trucking and piped water systems. Free residual chlorine (FRC) will be tested using simple pool tester units. Bacteriological testing should be done at the household level using Delagua or Wagtech portable testing kits (the RRF team will have these kits or can do testing of samples)¹⁵. Testing for turbidity should show that it is below 5 NTU¹⁶. If it is higher, HHWT users should be advised to filter, settle and decant the water to reduce turbidity before disinfection alongside instructions on how to use household level water treatment products. In line chlorinators will be expected to provide this information to users at the source.

In the context of the RRF-E sub-grantees who can provide adequate justification (such as evidence from assessments or feasibility study) for proposed activities will be supported in creating hand dug wells, maintaining, operating and rehabilitating existing boreholes, repairs of existing water supply infrastructure, purifying water and distributing water through tankers. **Water trucking will be undertaken only as a last resort where existing water supplies are inadequate to meet acute, emergency demand or in cases of immediate need such as a where IDPs are not anticipated to stay longer than three months. If IDPs are anticipated to stay longer than three months, appropriate next steps/new systems must be identified and/or ongoing (such as development of an alternative water source through manual drilling, spring development, digging, machine drilling – which may be covered through the RRF grant or alternative funding sources for machine drilling or extensive new construction).** Water quality monitoring for water trucking operations will follow the WASH cluster’s Guideline for Emergency Water Trucking for Somali (which follows WHO recommendations for water standards) which notes that: bulk chlorination is preferred over point of use; residual chlorine level at the point of use should be 0.2 mg/l, while in locations where an outbreak of AWD is present free residual chlorine at the point of use should be 0.5 mg/l. Alongside with water trucking, water quality monitor tools should be shared by sub-grantees or RRF-E will share tools to be used (included but not limited to sanitary survey at water source, water truck maintenance, water chlorination, water monitoring). In cases where water trucking is allowed, sub-awards which include water trucking will develop a strong transition and/or exit strategy.

As per Sphere guidelines, the sub-grantee is encouraged to provide at least 7.5 liters safe water per person per day (lppd) (though ideally 15 lppd) and work to ensure that the maximum distance of the water points is less than 500 meters from any household/shelter. As this target is often difficult to reach, especially in Somali region for the scattered locations and low availability of trucks, the Ethiopian standards can be considered, which provide an ultimate target of safe water supply at 5 lppd. Partners will be encouraged to use Sphere standards, but the Ethiopian standard can be accepted in for sub-grants with a justification of why Sphere is unlikely to be met and the number of beneficiaries would increase.

Activities will be conducted in order to ensure that water resources are provided within the context of meeting short-term emergency needs and to avoid creating conditions on the ground that may lead to protracting displacement.

Indicators for Sub-sector:

Number of individuals gaining access to basic drinking water services as a result of BHA assistance

Number of water systems rehabilitated

Number of people with access to safe drinking water through water trucking

Estimated safe water supplied per beneficiary in liters/person/day

Number of women part of the water user committees created and/or trained by the WASH activity

Number of households targeted by the WASH activity surveyed that are collecting all water for drinking, cooking, and hygiene from improved water sources

2.3.4 SUB-SECTOR: WASH NFI

For the distribution of WASH NFIs, RRF-E sub-grantees will include information about the anticipated duration of the assessed population’s need for WASH NFIs. Proposed interventions should correlate to the duration of displacement and corresponding needs. If needs are anticipated to last beyond the three-month project duration, an exit strategy will specifically state how the needs will be met in the future, and/or who will take over distribution if necessary. For example, for a sub-grantee proposing to distribute soap (250 grams per person per month according to Sphere standards) in an area experiencing an acute emergency – a month supply of soap would be distributed alongside the monthly food distribution; concurrently, hygiene promoters would emphasize the use of ash for hand washing at critical times, to enable a transition from soap distributions after the acute emergency phase. In areas where needs will remain, sub-grantees can also propose to distribute WASH NFI consumables for an increased period (i.e., distribution of three months’ worth of soap if needs will remain for hard-to-reach populations) while also focusing on alternative strategies.

RRF-E will purchase the following items as part of the NFI kit mentioned above for distribution by sub-grantees:

5. Hygiene kit (partial kit)		
Quantity	Item	Specification
1	Washing basin	Diameter: 45cm
2 to 3	Jerry cans	10L and 20L
10	Soap	250g per person based on an estimated household size of 5.5 persons
1	Dignity kit	Sanitary Pads; Underwear; Laundry Soap; Body soap; Solar light; Headscarf; Whistle; Women's Fabric; Kit Bag

Additional specific items may be added according to the circumstances and the needs. Please see an example below, scabies response kit.

SN	Items
1	Laundry soap - bar (1 pcs. per kit)
2	Hand washing soap - antibacterial (i.e. Life Buoy)
3	Hand washing towel, 100% cotton (around 50*70 cm. size)

4	Plastic bags (like garbage bags, around 50*70 cm. size, bundle of 10 or more)
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Indicators for Sub-sector:

Number of households receiving WASH NFI

Number of households reporting improved hygiene practices after receiving WASH NFI

Number of households surveyed that received WASH NFIs

Number of households surveyed total