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| --- | --- |
| **Name of Applicant Organization:** |   |
| **DUNS number** |  |
| **Name of Contact** |  |
| **Contact Telephone Numbers** |  |
| **Contact Email Addresses** |  |
| **Title of Project:** |   |
| **Proposed Start Date:** |  |
| **Proposed End Date:** |  |
| **Amount of Funding Requested:**  | USD |
| **Location:** | Region: Amhara Zone: Woreda: |
| **Sector(s) /Sub Sector(s):** | Sector: Shelter and SettlementsSub-Sector(s): Shelter; S&S NFI, ESNFI [PLEASE DELETE SUB-SECTORS THAT DO NOT APPLY] |
| **Estimated number of direct beneficiaries: [Household size estimated to be 5 persons]** | IDPs: |
| Host Community: |

#### Problem Statement (maximum ½ page, plus appendices if applicable)

*Clearly describe the acute emergency situation/problem statement that the proposed action will address. Include data (specific numbers) from assessments relevant to the Sector and Sub-sectors as well as relevant data from past years to clearly show the external shock.*

*Please attach any relevant assessment report(s) specifically relating to the emergency needs addressed by this proposal.*

*Provide specific information about the specific number of people impacted by the emergency, noting how the emergency has impacted women, men, girls and boys differently, impacts on older populations and people with special needs. Especially analyzing the power dynamics, and risk of harm and abuse that the different groups are likely to face in the emergency setting.*

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|  | **Response** | **Proposal** |
| **All Proposals** |
| **Location** | **Site is prioritized by the Shelter/NFI cluster** |  |
| **Shelter and Settlements** |
| **Number of newly displaced households** | **>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 newly displaced/returned households reported sleeping in the open** |  |
| **Percentage of affected households without shelter** | **>50% of newly displaced/returned households require emergency shelter or shelter repair kits** |  |
| **Percentage of affected households without NFIs** | **>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 Shelter/NFI Cluster** |  |

#### Coordination (maximum 1 paragraph)

*Please indicate the coordination that has taken place prior to submitting the proposal. Note other organizations implementing in the area and how coordination will take place.*

#### Program Goal (maximum 2 sentences)

*Clearly describe the program goal/objective of the proposed intervention. This should clearly link to the problem presented above.*

#### Activities (see also Logframe below)

*Please describe activities by Sector/Sub-Sector, using the below draft activities as guidance (please delete any activities that are not relevant for the proposed project, and complete all information in highlighted brackets).*

*As per the RRF-E Guidelines please specifically indicate whether supplies necessary for the implementation of the project will come from RRF-E or through cash/voucher.*

*Please refer to the notes in the RRF-E Guidelines for specific regulations concerning cash / voucher (either value or commodity based) programming.*

**Sub Sector: Emergency Shelter (ES)**

**Activity 1.1.1:** Conduct introductory meetings to share clear communication about the selection criteria and ensure that all stakeholders understand the process. The meetings will involve Woreda and Kebele representatives, [Organization name] and representatives of the affected communities (both IDPs and host communities). Groups with a specific need that will be prioritized for assistance include girls and boys at risk, including unaccompanied and separated children, persons with serious health conditions, persons with special legal or physical protection needs, single women, women-headed households, older persons, persons with disabilities. [Organization name] will facilitate and identification of the target beneficiaries based on the set beneficiary selection criteria.This meeting will take place initially before listing any potential beneficiaries, transporting of items and providing assistant to the specific kebele. Key points to be addressed in the introductory meeting include:

* *Explanation of the purpose of the assistance: all stakeholders should be clear on who the target group is and why.*
* *Identify and agree on targeted locations within the Woreda. The meeting should priorities and select areas for the specific registration of beneficiaries.*
* *Agree on committee members for the actual registration of beneficiaries and prepare a plan/schedule for registration in in each location.*

**Activity 1.1.2:** Beneficiary identification and registration will take place once a committee is established for registration of beneficiaries. The relevant parties from woreda DRMO, kebele officials and committee will work as a team, with [Organization name], to do the registration. This will reduce challenges during verification; however, independent verification will be conducted by [Organization name]. Complaints and feedback mechanisms will be incorporated into the selection process.

**Activity 1.1.3:** The final verification will be done independently by [Organization name]. The verification will be carried out at the household level by conducting a damage assessment and HLP due diligence assessment or with the beneficiary community. Groups with specific need that will be prioritized for assistance include: girls and boys at risk, including unaccompanied and separated children, persons with serious health conditions, persons with special legal or physical protection needs, single women, women - headed households, older persons, persons with disabilities.

**Activity 1.1.4:** Procurement and delivery of emergency shelter items, including in-kind items from IOM/RRF ([Number] tarpaulins and [Number] rope). [Organization name] will procure wooden poles, roof nails, wire nails, bonda, and IEC BCC materials for [Number] households.

Emergency Shelter kits consist of[[1]](#footnote-2):

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Item** | **Specification** | **Unit** | **Quantity** | **Unit Price USD** | **Total Price USD** |
| 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. 6mx4m Pre-punched 8mm holes on the two sidebands at 0.1m +/-10% intervals, positioned in the center of the band. (Weight 190g/m² ± 20g)\*Refer to ICRC/IFRC Plastic sheeting and Tarpaulins specification for more | Pcs | 2 | In-Kind from IOM |
| Rope | Min 20 meters, 6-14 mm. (tensile strength: >200 kg) | Pcs | 1 |
| Wooden poles | 6 cm diameter thick pole - 6 meter long | Pcs | 6 | 3 | 18 |
| 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  | 37 USD |

**Activity 1.1.5:** Provide training for beneficiaries in constructing emergency shelters with the items in the kit, through constructing [Number] demonstration shelters. The [Number] shelters per location built as demonstration shelters will be given to the most vulnerable households (persons with special needs, such as elderly, women headed households with 3-4 children under 5 years old, or child headed households).

**Activity 1.1.6:** Distribute of ES Kit for [Number] IDP households. During the distribution of ES kits, [Organization name] will put measures in place to prevent the spread of COVID-19.

**Activity 1.1.7:** Conduct Post Distribution Monitoring (PDM). PDM will be conducted two weeks after the emergency shelter and non-food items kit distribution. Enumerators will be trained on how to collect data and conduct assessments using tools adapted to this project, and they will survey a sample of households in the area that received assistance.

**Sub Sector: S&S NFIs (in kind)**

**Activity 1.2.1:** Conduct introductory meetings to share clear communication about the selection criteria and ensure that all stakeholders understand the process. The meetings will involve Woreda and Kebele representatives, [Organization name] and representatives of the affected communities (both IDPs and host communities). Groups with specific need that will be prioritized for assistance include: girls and boys at risk, including unaccompanied and separated children, persons with serious health conditions, persons with special legal or physical protection needs, single women, women - headed households, older persons, persons with disabilities. This meeting will take place initially before listing any potential beneficiaries, transporting of items and providing assistant to the specific kebele. Key points to be addressed in the introductory meeting include:

* *Explanation of the purpose of the assistance: all stakeholders should be clear on who the target group is and why.*
* *Identify and agree on targeted locations within the Woreda. The meeting should priorities and select areas for the specific registration of beneficiaries.*
* *Agree on committee members for the actual registration of beneficiaries and prepare a plan/schedule for registration in in each location.*

**Activity 1.2.2:** Beneficiary identification and registration will take place once a committee is established for registration of beneficiaries. The relevant parties from woreda DRMO, kebele officials and committee will work as a team, with [Organization name], to do the registration. This will reduce challenges during verification; however, independent verification will be conducted by [Organization name]. Complaints and feedback mechanisms will be incorporated into the selection process.

**Activity 1.2.3:** The final verification will be done independently by [Organization name]. The verification will be carried out at the household level by conducting a damage assessment. Groups with specific needs that will be prioritized for assistance, in accordance with the Shelter/NFI Cluster endorsed vulnerability criteria, include girls and boys at risk, including unaccompanied and separated children, persons with serious health conditions, persons with special legal or physical protection needs, single women, women-headed households, older persons, persons with disabilities. The verification process will also provide [Organization name] an opportunity to identify vulnerable households among the beneficiaries that require special attention to access and use project inputs, so that the team can appropriately plan for additional support accessing the distribution sites, safely transporting in-kind materials, and distribution to specific households by [Organization name] staff as needed.

**Activity 1.2.4:** Delivery of in-kind (from IOM/RRF) non-food item (NFI) kits for [Number] IDP households by [Organization name] from Addis Ababa to [Locality(ies) of intervention].

**Activity 1.2.5:** Distribution of NFI Kit (in-kind from IOM/RRF) for [Number] households (see table below). During the distribution of NFI [Organization name] will provide COVID-19 awareness to all beneficiaries and will put measures in place to prevent the spread of COVID-19 including handwashing station for beneficiaries, social distancing in the waiting area and lines, and information. The distribution of emergency shelter and NFI kits will be at the same time and for the same households. Kits are in-line with Shelter/NFI Cluster standards.

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| **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 | 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 |
| Washing basin | Diameter: 60cm Stainless Steel | Pcs | 1 | 8 | 8 |
| Soap | Multipurpose soap 250 gm | Pcs | 5 | .5 | 2.5 |
| 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 |
| Jug and basin set | Plastic 1lt | Pcs | 1 | 4 | 4 |
| Kit based on average household size 5 person |

Households headed by or including persons with disabilities will receive kits specifically designed for persons with disabilities by the Shelter/NFI Cluster. It should be calculated as 5% of the total of NFI kits to be requested for a location.

The Disability and Inclusion NFI kits consist of:

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| **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 |
| Mosquito Net | WHO approved standard mosquito net | Pcs | 2 | 5 | 10 |
| 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 |
| 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 |

**Activity 1.2.6:** Conduct Post Distribution Monitoring (PDM). PDM will be conducted two weeks after the distribution. Enumerators will be trained on how to collect data and conduct assessments using tools adapted to this project, and they will survey a sample of households in the area that received assistance.

**Sub Sector: ESNFI (in kind)**

**Activity 1.3.1:** Conduct introductory meetings to share clear communication about the selection criteria and ensure that all stakeholders understand the process. The meetings will involve Woreda and Kebele representatives, [Organization name] and representatives of the affected communities (both IDPs and host communities). Groups with specific need that will be prioritized for assistance include: girls and boys at risk, including unaccompanied and separated children, persons with serious health conditions, persons with special legal or physical protection needs, single women, women - headed households, older persons, persons with disabilities. This meeting will take place initially before listing any potential beneficiaries, transporting of items and providing assistant to the specific kebele. Key points to be addressed in the introductory meeting include:

* *Explanation of the purpose of the assistance: all stakeholders should be clear on who the target group is and why.*
* *Identify and agree on targeted locations within the Woreda. The meeting should priorities and select areas for the specific registration of beneficiaries.*
* *Agree on committee members for the actual registration of beneficiaries and prepare a plan/schedule for registration in in each location.*

**Activity 1.3.2:** Beneficiary identification and registration will take place once a committee is established for registration of beneficiaries. The relevant parties from woreda DRMO, kebele officials and committee will work as a team, with [Organization name], to do the registration. This will reduce challenges during verification; however, independent verification will be conducted by [Organization name]. Complaints and feedback mechanisms will be incorporated into the selection process.

**Activity 1.3.3:** The final verification will be done independently by [Organization name]. The verification will be carried out at the household level by conducting a damage assessment. Groups with specific needs that will be prioritized for assistance, in accordance with the Shelter/NFI Cluster endorsed vulnerability criteria, include girls and boys at risk, including unaccompanied and separated children, persons with serious health conditions, persons with special legal or physical protection needs, single women, women-headed households, older persons, persons with disabilities. The verification process will also provide [Organization name] an opportunity to identify vulnerable households among the beneficiaries that require special attention to access and use project inputs, so that the team can appropriately plan for additional support accessing the distribution sites, safely transporting in-kind materials, and distribution to specific households by [Organization name] staff as needed.

**Activity 1.3.4:** Delivery of in-kind (from IOM/RRF) ESNFI kits for [Number] IDP households by [Organization name] from Addis Ababa to [Locality(ies) of intervention].

**Activity 1.3.5:** Distribution of ESNFI Kit (in-kind from IOM/RRF) for [Number] households (see table below). During the distribution of ESNFI [Organization name] will provide COVID-19 awareness to all beneficiaries and will put measures in place to prevent the spread of COVID-19 including handwashing station for beneficiaries, social distancing in the waiting area and lines, and information. Kits are in-line with Shelter/NFI Cluster standards.

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| **ESNFI Kit** |
| **Item** | **Specification** | **Unit** | **Quantity** | **Unit Price USD** | **Total Price** |
| 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. 6mx4m Pre-punched 8mm holes on the two sidebands at 0.1m +/-10% intervals, positioned in the center of the band . (Weight 190g/m² ± 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 |
| 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 |
| Mosquito Net | WHO approved standard mosquito net | Pcs | 2 | 5 | 10 |
| 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 |
| Washing basin | Diameter: 60cm Stainless Steel | Pcs | 1 | 8 | 8 |
| Soap | Multipurpose soap 250gm | Pcs | 5 | .5 | 2.5 |
| 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 |
| Jug and basin set | Plastic 1lt | Pcs | 1 | 4 | 4 |
| Kit based on average household size 5 person |

5% of ESNFI kits will be Disability and Inclusion ESNFI kits:

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| **Disability and Inclusion ESNFI Kit** |
| **Item** | **Specification** | **Unit** | **Quantity** | **Unit Price USD** | **Total Price** |
| 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. 6mx4m Pre-punched 8mm holes on the two sidebands at 0.1m +/-10% intervals, positioned in the center of the band . (Weight 190g/m² ± 20g)\*Refer to ICRC/IFRC Plastic sheeting and Tarpaulins specification for more | Pcs | 3 | 15 | 45 |
| Rope | Min 20 meters, 6-14 mm. (tensile strength: >200 kg) | Pcs | 1 | 3 | 3 |
| 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 |
| 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 |
| Mosquito Net | WHO approved standard mosquito net | Pcs | 2 | 5 | 10 |
| 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 |
| 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” \*Potentially will add additional jerrycan | Pcs | 2 | 3 | 6 |
| Jug and basin set | Plastic 1lt | Pcs | 2 | 4 | 8 |
| Kit based on average household size 5 person |

**Activity 1.3.6:** Conduct Post Distribution Monitoring (PDM). PDM will be conducted two weeks after the distribution. Enumerators will be trained on how to collect data and conduct assessments using tools adapted to this project, and they will survey a sample of households in the area that received assistance.

#### Exit Strategy

*Please describe the exit strategy for the project.*

#### Addressing Crosscutting Issues

*Provide information about how Protection will be mainstreamed. Describe how the different needs of women, men, girls and boys, people with special needs, disabled and older populations identified in the Problem Statement will be addressed during sub-project implementation. Include measures to be put in place to prevent sexual exploitation and abuse of people targeted through project activities.*

#### Risks and Assumptions

*Explain the assumptions made by the organization about the conditions and requirements for the project to be completed. Explain the risks and how the risks will be mitigated in the table below.*

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| **Risks** | **Mitigation strategy** |
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#### Monitoring and Evaluation

*Please refer to the RRF Guidelines and include a Monitoring and Evaluation plan. Weekly updates which identify challenges in implementation and actions taken to address the challenges; and a final report between 14 and 30 days after project completion are required.*

#### Budget – To be evaluated on Cost Effectiveness (including cost per beneficiary)

Please use Annex III for the budget.

#### Logical Framework\* - Indicators must include those from the RRF Guidelines

\*Please use table from Annex III with set indicators.

#### Work Plan – Please follow the order of proposed Activities in Section IV

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| **Month 2022** | **February** | **March** | **April** | **May** |
| **Week** | **1** | **2** | **3** | **4** | **1** | **2** | **3** | **4** | **1** | **2** | **3** | **4** | **1** | **2** | **3** | **4** |
| **Activities (list below)** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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\*Add rows and numbers to the table for additional Intended Results and Activities as necessary.

1. Kit definitions for Emergency Shelter and Non-Food Items Assistance, Ethiopia Shelter / NFI Cluster 2020. [↑](#footnote-ref-2)