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RAPID RESPONSE FUND

2022 Drought Response

2022 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 the Drought 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 to the drought (and resulting displacement into adjacent regions as applicable) 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 the Drought in Ethiopia through three-month emergency response projects in the Shelter and Settlements Sector for Shelter and S&S NFIs sub-sectors.

The RRF-E will target agencies and organizations that are working in drought-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 drought affected vulnerable and/or displaced persons. To provide material support (Non-Food Items (NFIs)) to address the immediate needs of drought affected vulnerable and/or displaced persons.

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

Sector Specific Triggers

	No response	Response
All Proposals		
Location	Location is not prioritized by the Shelter/NFI cluster	Site is prioritized by the Shelter/NFI cluster
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 Shelter/NFI Cluster
Water, Sanitation and Hygiene Promotion		
Quantity of water available	>5 liters per person per day	<5 liters per person per day
Sanitation coverage	>25% covered	>75% of newly displaced/affected households require emergency sanitation facilities
Number of hygiene promoters in areas targeted	Hygiene promoters or health extension workers available and sufficient to cover newly displaced households	No/insufficient hygiene promotion ongoing

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. IOM, as the prime grant recipient, will apply to implement specified activities after consultation with USAID/BHA. 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) 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) Recipients will have a Code of Conduct (CoC) conforming to international standards¹ or agree to adapt the RRF-E CoC based on IOM’s policies and practices;²
- g) 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>)³ 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).

¹ 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* (IOM Director General William Swing as IASC Champion for the Minimum Operating Standards for PSEA led the process to develop the *Plan*, created by humanitarian agencies and endorsed by the PSEA Senior Focal Points and the IASC Task Force on PSEA.). 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.

² 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.

³ 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.

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).

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 data, prioritization, 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 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 older persons, female headed households);
- Cost-effectiveness;
- Articulation of synergies with existing community resources.

The RRF-E proposes to prioritize humanitarian response activities lasting up to three months.

The RRF-E team will ensure that sub-grantees abide by Shelter/NFI Cluster standards on mitigating any potential conflict between recipients and non-recipients, particularly Host Communities. The RRF-E adheres to the Shelter/NFI 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 Mainstreaming⁴

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). 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 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

⁴ 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.

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). 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 (see Annex C).

Monitoring and reporting

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

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.

Sub-grantees will be required to submit final narrative and financial reports to RRF-E at rffethiopia@iom.int. The final narrative and financial report will be submitted according to indications in any signed agreement.

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.

Guidelines for Shelter and Settlements

In response to the Drought 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.

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), 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 Shelter/NFI Cluster standards: persons with special needs (disabled, elderly, child-headed households). 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.

The sub-grantee will adhere to internationally recognized guidelines and standards applicable to ES such as the ones established under the Sphere guidelines (e.g., to create a shelter with covered living area of minimum 3.5 square meters per person), and in cases where compliance is not possible, notification in the sub-grant proposal will be provided as justification.

Sub-grantees will be required to be guided by principles of humanitarian protection, through targeting of vulnerable populations (i.e., women, FHH, children, the elderly, sick or disabled) 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 Shelter/NFI Cluster 4W information and Leads (IOM, EDRMC), and other emergency funding mechanisms to avoid duplication and will notify the Cluster of selected sub-grants.

Addressing Crosscutting Issues:⁵ 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

⁵ 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.

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

IDPs in Ethiopia vary in the amount of time they spend outside of their place of origin. 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 the Ethiopia Crisis, the provision of one emergency shelter kit (covering at least 17.5 square meters, see designs below showing sample standard for emergency shelter designs) per household of five persons, or the provision of community shelters (covering at least 18m² per households for 10 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 will follow internationally recognized guidelines and standards applicable to ES and provide notification in the RRF-E sub-grant application when it is anticipated that circumstances make compliance impossible. Sub-grantees must ensure that beneficiaries receive instructions on creating or maintaining adequate living spaces using materials provided and those gathered 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.⁶

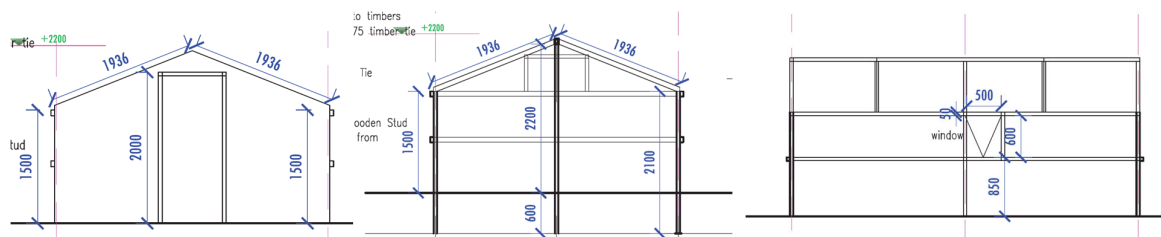
IOM with implementing partners will provide minimal, habitable covered living space within Sphere and BHA standards for each targeted beneficiary household. While materials and technical assistance will be provided, it is anticipated that households will contribute with labor unless they are too vulnerable 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.)⁷.

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>).

⁶ In line with USAID/BHA's "Common Comments" on Shelter and Settlements (SandS) and NFI Proposals During the Fiscal Year 2017 Proposal Review Session, https://www.usaid.gov/sites/default/files/documents/1866/USAID_OFDA_Common_Comments_on_SS_and_NFI_from_FY2017_Proposal_Reviews.pdf

⁷ *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.

Sample emergency shelter design:



As Shelter/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 tearing⁸.

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).

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 for the RRF-E, IOM staff will visit each sub-grant during implementation to provide supportive supervision as well as monitor the progress. During the monitoring visits, IOM 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.

Emergency Shelter Kits consist of⁹:

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/m ² ± 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		

⁸ 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.

⁹ Kit definitions for Emergency Shelter and Non-Food Items Assistance, Ethiopia Shelter/NFI Cluster 2020.

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

Indicators for sub-awards:

Number of targeted households with access to shelter
Amount and percent of the activity budget spent on goods and services produced/procured in country
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 Addis Ababa to the response locations within their application. To ensure rapid deployment, sub-grantees will be prioritized on the basis of having experience delivering NFI materials.

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 (PDM).

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 the drought, and might contain 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:¹⁰

NFI Kit

¹⁰ Kit contents based on *Emergency Shelter and NFI Kits* revised information from the Shelter/NFI Cluster from April 2020; the advice and list is updated and revised based on specific conditions and responses within the country.

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 1L	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 15% of the total of NFI kits to be requested for a location.

The Disability and Inclusion NFI kits consist of:

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
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 1L	Pcs	2	4	8
Kit based on average household size 5 person					

Indicators for sub-awards:

Number of households receiving NFI kits

Number of households receiving NFI kits specifically designed for persons with disabilities

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

Percent of individuals reporting satisfaction with the quality of the NFIs received

2. 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:¹¹ 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.¹²

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

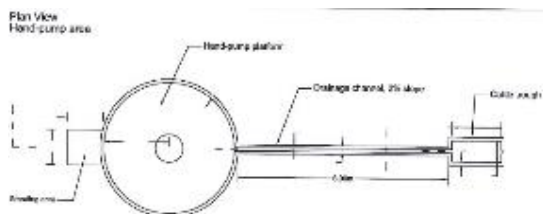
¹¹ Crosscutting issues to be addressed: different needs based on Gender Analysis, of Persons with Special Needs (including older persons and persons with disabilities), and mainstreaming protection.

¹² IDP Sanitation and Hygiene Promotion Scale-Up Strategy, Ethiopia WASH Cluster. Accessed January 24, 2018:

https://reliefweb.int/sites/reliefweb.int/files/resources/ethiopia_sanitation_and_hygiene_scale_up_strategy_-_first_draft.pdf

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 standards¹³ ($\geq 0.2\text{mg/l}$ 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 [$\geq 0.2\text{mg/l}$ FRC]	Batch chlorination in tanks [$\geq 0.5\text{mg/l}$ 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 [$\geq 0.2\text{mg/l}$ FRC]	Inflow / Batch chlorination [$\geq 0.5\text{mg/l}$ 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, [$\geq 0.2\text{mg/l}$ 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, [$\geq 0.5\text{mg/l}$ FRC]	FRC: At source (bucket chlorination – random sampling after 30 minutes of contact time at least two containers per day)
Water storage tanks - borehole			
Hand-pump well			
Well without pump			
Surface water - household collection			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)

¹³ See WHO Principles and practices of drinking-water chlorination: a guide to strengthening chlorination practices in small-to medium sized water supplies. 2017 accessible : <http://apps.who.int/iris/bitstream/handle/10665/255145/9789290225362-eng.pdf?sequence=5&isAllowed=y>

RWH (rainwater harvesting) Tanks	safe water storage messages		
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*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.^{17 18} 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). Applicants for water trucking will include a cost/time-benefit analysis alongside the above information when proposing water trucking which will be used to prioritize interventions and a key consideration to evaluate proposals. 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 and ultimate target of safe water supply at 5 lppd. Partners will be encourage 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.

¹⁴ Specialist laboratory or field equipment (a nephelometer) is required to measure turbidity accurately in Nephelometric Turbidity Units (NTU). If this equipment is not available, then a reasonable NTU estimate can be made using locally available materials as shown in WHO’s publication:

https://www.who.int/water_sanitation_health/publications/2011/tn1_cleaning_disinfecting_wells_en.pdf

¹⁵ If water testing results are not in line with WHO water standards, then a remediation plan including additional focus of hygiene promoters on water treatment methodologies and proper water storage will be developed by the implementing partner.

¹⁶ See above number 18.

¹⁷ Most studies of cost of water systems focus on refugee camps which tend to remain in use for long periods of time, see: Pezon, C.; Bostoen, K.; Carrasco, M.; Jacimovic, R. *Costing Water Services in Refugee Camps*; IRC: The Hague, The Netherlands, 2015. *A Multi-Criteria Assessment of Water Supply in Ugandan Refugee Settlements*, 22 October 2018.

¹⁸ *Improving Monitoring and Water Point Functionality in Rural Ethiopia*, 7 November 2018.

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. RRF-E will not support a response in areas where there has not been an acute shock due to a man-made or natural disaster in the last 6-8 weeks.

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 surveyed for the end line survey
Number of households receiving point-of-use chlorine products whose water supplies have free residual chlorine (FRC) present based on testing during the survey
Number of households targeted by the WASH activity surveyed that are collecting all water for drinking, cooking, and hygiene from improved water sources

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

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