

CONTENT

STEP 3: SUBMIT AND VALIDATE THE S/EAP

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Only National Red Cross Red Crescent Societies are eligible for funding from the DREF.

Registration of a s/EAP with the IFRC DREF

When a National Society decides to start working on a s/EAP, the National Society or IFRC Delegation are requested to inform the DREF Global team by sending an email to the IFRC DREF email box: DREF.anticipatorypillar@ifrc.org

s/EAP submission process to IFRC DREF

Once the s/EAP narrative and budget have been developed, the National Society should submit the documents to DREF.anticipatorypillar@ifrc.org for technical review and funding from the IFRC-DREF.

Upon submission, the s/EAP will undergo a simultaneous technical review (conducted by the IFRC Delegation, the IFRC Regional Office and Validation Committee), which will take 14 days. The technical review is based on the quality standards outlined in the quality criteria for an EAP and a sEAP (there are separate versions for both, see the toolbox below).



Who is the Validation Committee?

The Validation Committee is comprised by members of the IFRC, the Red Cross Red Crescent Climate Centre, Netherlands Red Cross 510 Initiative, the Red Cross Livelihoods Centre and National Societies active in anticipatory action.

Once the technical review has been finalised, the feedback will be sent to the National Society. The National Society has three months to address the feedback directly in the checklist and make changes in the s/EAP narrative in tracked changes. At any stage during the validation process, the National Society can request an *optional* feedback call with the Validation Committee. Within the three-month deadline, the National Society should submit the:

- s/EAP narrative with tracked changes;
- s/EAP budget;
- s/EAP review checklist with detailed comments

The package of documents should be sent to DREF.anticipatorypillar@ifrc.org.

The Validation Committee will then take 7 days to review the changes made and will decide to technically validate the s/EAP, technically validate the s/EAP with conditions that need to be met in advance of s/EAP approval or may send the s/EAP back to the National Society for further work.

If the s/EAP is sent back for further work, the National Society will have one month to revise and resubmit the s/EAP for technical validation. Again, the Validation Committee will take seven days to review the changes made. At this stage, if the s/EAP cannot be (conditionally or unconditionally) technically validated, the s/EAP may be sent back one further time with a deadline of one month. If, at this stage, the sEAP cannot be technically validated the s/EAP will be closed. The National Society can take as long as required to work on the s/EAP before resubmitting to the IFRC DREF.

For more details, please consult chapter 2 of the IFRC guidance package (s/EAP validation process). This guidance provides a step-by-step overview of the EAP and the simplified EAP approval, maintenance, activation and revalidation process. It is designed for IFRC staff; however, it will also give National Societies and partners an overview of the IFRC processes. However, kindly note that as of mid 2025, this guidance package is under review and being updated to align with the new DREF procedure. For the old version, see [toolbox](#)



Imminent DREF

In addition to the EAP and sEAP, the third funding mechanism under the DREF's Anticipatory Pillar is the imminent DREF. Any Red Cross Red Crescent can have access to funding for early action via an imminent DREF. The imminent DREF is for sudden onset hazards and can only be requested when the event is on the horizon. The imminent DREF could be used while developing a s/EAP and can be used to test your early action activities.

For more information on the imminent DREF, review the IFRC-DREF procedures (see the toolbox) or visit the [IFRC](#)

[website.](#)