

CONTENT

STEP 1: FAMILIARIZE YOURSELF WITH THE ELIGIBLE TYPES OF ACTIVITIES IN AN S/EAP

Examples of the operational matrix from the EAP template

2

Step 1: Familiarize yourself with the eligible types of activities in an s/EAP

The IFRC budget follows the IFRC plan and budget. This outlines the sector interventions that fall under the 'planned operation' and cross cutting 'enabling approaches'.

The operational matrix in the s/EAP and the budget should correspond to each other. *For example*, if two trainings are planned under shelter, settlement and housing in year 1 and year 3, then these trainings should be included under the same sector in the budget template, with one line each for YEAR_1 and YEAR_3 respectively.

Planned operations sectors and enabling approaches:

IFRC 'planned operation' sectors (11 in total)

- Shelter, Settlement and Housing; Livelihoods; Multipurpose Cash; Health; WASH; Protection, Gender and Inclusion; Education; Migration; Risk Reduction; Community Engagement and Accountability; and Environmental Sustainability

IFRC Enabling approaches (3 in total)

- Coordination and Partnership (activities for stakeholders external to the RCRC)
- Secretariat Services (dedicated for IFRC activities)
- National Society Development (dedicated for National Society activities)

Eligible types of activities in an s/EAP:

- Readiness activities** are any ongoing costs and services, including HR and logistics, that are necessary for the National Society to remain ready to activate and implement early action activities. These costs should be spread out annually over the five-year lifespan of an EAP or two-year lifespan for an sEAP.
- Prepositioning activities** enable National Societies to procure and preposition the stock required for early action, so it is available once a trigger is reached. The stock should have a shelf-life of two years or five years, aligned with the respective lifespan of an sEAP or a full EAP respectively. The budget can include related costs such as warehousing, transportation and insurance. Note that stock that has a shelf life shorter than five years / two years such as nutrition, pharmaceuticals and medical items may not be eligible for prepositioning. As an alternative, National Societies should identify suppliers who can supply these items within the forecast lead time.
- Early action activities** are activities that are done to reduce or mitigate the impact of a hazard on at-risk communities. Early action activities should be completed within the lead time; however, some expenditures will be eligible and follow up cost may be incurred after the end of the early action lead time (e.g. debriefing volunteers, monitoring activities, lessons learned workshop). These activities need to be completed within the operational timeframe, normally three months after the activation.

Examples of the operational matrix from the EAP template

Examples of the operational matrix from the EAP template

Planned Operation										
Shelter, Settlement and Housing People targeted: xxx										
xxx CHF AP Code: 005										
Indicator: Number of people reached with shelter, housing and settlement interventions in advance of a hazard										
Priority Actions	Year									
Readiness activities	1	2	3	4	5					
Insert one activity per line										
1.										
Pre-positioning activities										
Insert one activity per line										
1.										
Timeframe (days, weeks or months - choose most appropriate)										
Early action activities	1	2	3	4	5	6	7	8	9	10
Insert one activity per line										
1.										

Planned operation sector: Shelter, Settlement and Housing

Livelihoods										
People targeted: xxx										
xxx CHF AP Code: 007										
Indicator: Number of people reached with livelihoods interventions in advance of a hazard										
Priority Actions	Year									
Readiness activities	1	2	3	4	5					
Insert one activity per line										
1.										
2.										
Pre-positioning activities										
Insert one activity per line										
1.										
Timeframe (days, weeks or months - choose most appropriate)										
Early action activities	1	2	3	4	5	6	7	8	9	10
Insert one activity per line										
1.										
2.										

Planned operation sector: Livelihoods

Enabling approaches

 **Coordination and Partnerships** xxx CHF
AP Code: 106, 118, 119, 127, 128

Indicator: Insert object here

Priority Actions	Year				
Readiness activities	1	2	3	4	5
Insert one activity per line					
1.					

Pre-positioning activities	1	Year
Insert one activity per line		
1.		

Early action activities	Timeframe (days, weeks or months – choose most appropriate)									
	1	2	3	4	5	6	7	8	9	10
Insert one activity per line										
1.										

Enabling approach: Coordination and partnership