

CONTENT

STEP 5: SIGN THE PROJECT FUNDING AGREEMENT

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My s/EAP has been technically validated, what happens next...?

There are a few steps that need to be completed before the s/EAP can be approved. The IFRC Project Manager is responsible for

- Cleaning the s/EAP narrative of tracked changes.
- Sending the s/EAP budget for validation by the IFRC Regional Head of Finance.
- Drafting the summary of the full EAP (a summary is not required for a simplified EAP).

Note that these steps are not sequential, they can be started and progressed simultaneously. Once these steps are completed by the IFRC Project Manager, the package is submitted to the IFRC-DREF Appeal Manager for approval. This step is quick once the package of documents is prepared.

When the s/EAP is approved by the IFRC-DREF Appeal Manager, the codes will be open (including an operational / MDR and project code), and the funds will be allocated to the IFRC Delegation closest to the National Society. The IFRC Regional PMER is responsible for publishing either the DREF/EAP Summary or the sEAP on the appeals page of the [IFRC website](#).



If you have any **questions about the submissions process** or where your s/EAP is in the process, please reach out to: **DREF.anticipatorypillar@ifrc.org**.

Next, the IFRC Project Manager needs to draft the project agreement (PA for short) between the IFRC and the National Society. If a Partner National Society has a role in the s/EAP maintenance or activation, it may also be part of the project agreement. For example, in some instances, a Partner National Society may do the procurement on behalf of a National Society or may agree to advance the funds for activation to the Host National Society until the IFRC-DREF funds arrive.