

I. Rationale

1. This allocation paper is issued by the Deputy Regional Humanitarian Coordinator (DRHC), in consultation with the Advisory Board of the Humanitarian Pooled Fund in Turkey (HPF), to set the funding priorities for the **First Call for Proposals**.
2. A total amount of US\$ 9 million is available for this first round of funding. This paper outlines the allocation priorities and provides guidance on this first Call for Proposals of the HPF.

II. Donor Contributions

3. Based on donor commitments and preliminary indication of pledges, a total figure of US \$9 million will be allocated through the First Call for Proposals 2014.
4. The DRHC decided to initiate the process of the first call for proposals counting on donor pledges. Should available funds be insufficient to meet the required amount to be allocated by the end of the process, the DRHC will decide which projects to put on hold until additional resources are contributed.

III. Allocation Strategy

5. The available resources for the current call for proposals represent less than 2% of the funding requirements for the humanitarian operations in Northern Syria from Turkey (US\$ 530 million). Therefore, this funding round will only focus on responding to most urgent needs with a focus on alleviating the most critical needs during the winter season and laying the basis for more sustainable interventions that will strengthen people's resilience throughout the next season. Decisions are based on available response priorities and information on implementation capacity.
6. The HPF aims at strengthening the response capacity of local partners. It is therefore expected that the projects submitted for consideration under this allocation paper are either directly submitted by Syrian NGOs or include a clear capacity building component, e.g. through specifying implementing partnership arrangements with Syrian NGOs or other local partners.
7. The funding priorities for this call for proposals are the following:

- **Winterization related activities to protect vulnerable population from harsh weather conditions.**

The existing IDP caseload and continuous displacement of people, due to insecurity, into new camps, and collective shelter put a lot of pressure on the existing settlements. With the winter season approaching there is an urgent need to provide additional shelter, and rehabilitate existing ones, distribute shelter winterization material, support the drainage systems and ensure basic maintenance of sites.

Under this priority funds will be allocated to Camp Coordination and Camp Management (CCCM), Education, Shelter and Water, Sanitation and Hygiene (WASH) (see below for further details).

- **Increase access to life-saving and life-sustaining services.**

Insecurity and conflict in Syria has seriously compromised food security resulting in limited access to food. While a large number of humanitarian partners are engaged in food assistance, large gaps exist in addressing reduced agricultural production and decreased capacity of rural farming populations to generate income and access food.

Health is consistently highlighted by partners as a priority area for intervention with the reported number of people in acute need of health services soaring, while health facilities continue to be targeted, and provision and delivery of services is increasingly difficult. Availability of drugs is limited, health workforce is weakening and quality and access of reproductive health services continue to be of concern.

The ongoing conflict and human rights abuses against conflict-affected populations inside Syria require the strengthening of protection related activities. The conflict, which has negatively impacted upon the effectiveness of protection networks and structures, has increased the vulnerability of specific groups. Children and women have been particularly affected.

Closely linked to health issues and in particular the spread of communicable diseases is the lack of access to safe and adequate WASH services, in particularly due to damaged infrastructure.

Under this priority funds will be allocated to Food Security and Livelihoods (FSL), Health, Protection and WASH (see below for further details).

- **Creation of stocks to respond to unforeseen circumstances and unexpected humanitarian needs.**
The volatile security situation and sudden displacements that have occurred over the course of last year have highlighted the need for a rapid response capacity. It is the aim of the HPF to create an interagency contingency stock to address sudden and newly emerging needs as identified by the humanitarian community through the intersector coordination working group. Given the limitation of current funds and the strong priority on winterization, this call focuses on creating a contingency stock for the NFI sector in order to fill critical gaps in the winterization response over the course of this winter. As more funds become available, it is foreseen that the contingency stocks will be expanded to all other relevant sectors.

Under this priority funds will be allocated to NFI (see below for further details).

IV. Process

8. The allocation process and the different steps and indicative duration (in business days) are shown in the table below:

Step	Who	Max duration of a step	From	To
1. Issue call for proposals	DRHC following the consultation with Advisory Board (AB)	0	19/9	-
2. Submission of project proposals (PP)	Eligible Implementing Partners (IPs)	19	22/9	10/10
3. Prioritization and selection	Sector coordinators	2	13/10	14/10
4. Strategic review and recommendation to DRHC	Review Board (RB)	1	14/10	
5. DRHC clearance	DRHC	1	14/10	-
6. Advisory Board consultation	Advisory Board members	2	16/10	17/10
7. Technical and financial review	Technical Review Committees (TRCs) of the RB and FCS*	5	16/10	22/10
8. PP adjustments	IPs	3	22/10	24/10
9. 2 nd technical financial review (if necessary)	TRCs of the RB, HFU** and FCS	3	24/10	28/10
10. PP adjustments (if necessary)	IPs	3	28/10	30/10
11. Final check	TRC, HFU and FCS	3	22/10	5/11
12. Grant Agreement (GA) preparation	HFU	2	22/10	7/11
13. Final approval and GA signature	DRHC	1	22/10	13/11
14. GA countersignature	IPs	2	23/10	18/11
15. GA final clearance and disbursement	Executive Officer in OCHA New York	1	23/10	24/11
16. First disbursement	FCS, accounting	15	3/11	8/12

* Funding Coordination Section (FCS) in OCHA New York ** Humanitarian Financing Unit (HFU) in OCHA Gaziantep

9. Once the project will be cleared by the Review Board (technical and financial review), implementing partners will agree with the HFU on the start date of the project. The indicated start date must fall between the Implementing Partner signature of the Grant Agreement and the expected date of the first disbursement. (I.e. this period is approximately 15 business days).
10. Project implementation can effectively commence on the date of the signature of the Grant Agreement by the implementing partner, provided the implementing partner is ready and has the capacity to initiate project activities while the funds disbursement process is ongoing. It is mandatory that all administrative procedures following the approval of the DRHC are successfully completed (i.e. signature of Grant Agreement). Otherwise, OCHA will not recognize as eligible any funds expensed by the implementing partner during this brief period.

V. Eligibility for Funding

11. Partners that passed OCHA initial capacity assessment and “Due Diligence” requirements and recommended by the Humanitarian Financing Unit (HFU) are eligible to submit proposals for funding.

VI. Allocation Envelopes and Specific Priorities

Table 2: Summary of Allocation by priority

Priority	Sectors	Amount in US \$	Total	%
1. Winterization related activities to protect vulnerable population from harsh weather conditions	CCCM	400,000	2,300,000	25%
	Education	400,000		
	Shelter	1,200,000		
	WASH	200,000		
2. Increase access to life-saving and life sustaining services	FSL	2,100,000	5,500,000	62%
	Health	2,500,000		
	Protection	400,000		
	WASH	600,000		
3. Creation of stocks to respond to unforeseen circumstances and unexpected humanitarian needs.	NFI	1,200,000	1,200,000	13%
Total		9,000,000		100%

Table 3: Summary of Allocation by sector

Sectors	Amount in US \$	%
CCCM	400,000	4%
Education	400,000	4%
FSL	2,100,000	23%
Health	2,500,000	28%
NFI	1,200,000	13%
Protection	400,000	4%
Shelter	1,200,000	13%
WASH	800,000	9%
Total	9,000,000	100%

Summary of sectoral priorities for the Call for Proposals (CfP)

CAMP COORDINATION and CAMP MANAGEMENT

In view of the upcoming winter season; the CCCM sector prioritized the gravelling and fencing of settlements in order to enable IDPs to cope with the harsh weather conditions. International partners do not normally implement such activity due to the small amount of funds associated with its cost, and prefer to focus on other activity areas. This activity would be implemented through Syrian NGOs and therefore, would assist in building their capacities. Furthermore, it would foster the partnership between INGOs and Syrian NGOs as this activity would be part of the winterization process that other international actors are part of.

CfP Priority	Sector Priority	Activities	Location	US\$
1	Gravelling, replacement/ renovation of tents.	Gravelling and fencing.	Idleb and Harim settlements	400,000
Total				400,000

EDUCATION

Education prioritized winterization of schools based on results from Syria Integrated Needs Assessment (SINA); which indicated the need for education by vulnerable children and communities. The proposed interventions are very crucial to provide a protective, life-saving and life sustaining nature of school environment and learning spaces for children and youth.

CfP Priority	Sector Priority	Activities	Location	US\$
1	Winterization of schools to provide learning and protective spaces for children and youth	School and TLS (Temporary Learning space) winterization, rehabilitation and repair. Provision of heating systems or fuel for schools and TLS. Provision of temporary spaces (classroom tents or other) as needed.	Most affected schools that are accessible (governorates and sub-districts and schools in process of identification). Schools with greatest damage.	400,000
Total				400,000

FOOD SECURITY and LIVELIHOOD

Provision of livelihood farming inputs, livestock intervention and rehabilitation of irrigation systems and infrastructure are the main sector priorities for the Food Security and Livelihood (FSL). These priorities considered that the agricultural season is approaching and there is a need to provide farming inputs and rehabilitate the irrigation systems to ensure food production and consequently attain food security. Further, to achieving food security and reducing disease outbreaks; vaccination of livestock and other animal production assets is considered vital as no services were provided over the past years to this sector.

CfP Priority	Sector Priority	Activities	Location	US\$
2	Livelihood farming inputs	Distribution of farming inputs	Al Hasakeh, Aleppo, Ar-Raqqa, Homs and Idleb	1,500,000
	Livestock intervention	Distribution of animal feed and fodder, veterinary drugs (anti-parasites, etc.) small animal distribution and provision of basic veterinary services	Al Hasakeh, Aleppo, Ar-Raqqa, Deir-ez-Zor, Hama, Homs, Idleb and Lattakia	300,000
	Irrigation infrastructure rehabilitation	Rehabilitation and/or repair of irrigation systems, catchment areas, in-farm tertiary irrigation canals, etc...	Al Hasakeh, Aleppo, Ar-Raqqa, Deir-ez-Zor, Hama, Homs, Idleb and Lattakia	300,000
Total				2,100,000

HEALTH

The Health sector prioritized trauma and reproductive health as the main issues that require urgent attention. Trauma is commonly reported by all health actors (Syrian and international). Reproductive health has emerged as a priority; particularly the Emergency Obstetric and Neonatal care services because the majority of Syria's doctors fled the country and a great burden is now placed on nurses, midwives and the few obstetricians left. It is of paramount importance to retain and support them to reduce morbidity and mortality.

CfP' Priority	Sector Priority	Activities	Location	US\$
2	Trauma	Provision of drugs and supplies, equipment, training of staff for war surgeries and protocols. Proper management of emergency kits, supplies and drugs.	Aleppo, Hama and Deir-ez-Zor	2,000,000
	Reproductive Health	Emergency Obstetric and Neonatal Care (EmONC) services, hiring of midwives to provide both RH care as well as sexual assault related services	Aleppo, Hama and Deir-ez-Zor	500,000
Total				2,500,000

NON-FOOD ITEMS

With continuous and sudden displacements of populations and the increasing instability of several Syrian Governorates, the sector saw the need to have capacity to respond immediately to emergency situations as they arise. Long delays in the timelines of sourcing, funding and procurement of NFI negates the nature of the emergency response. Therefore, contingency stock piling and warehousing capacity are prioritized.

The warehousing capacity would enable the sector to rapidly respond to emergencies through both Bab Al-Salam and Bab El-Hawa border crossings. Partners have the logistics capacity to transport to these crossing points and the national partner networks exist to conduct the sector activities.

CfP' Priority	Sector Priority	Activities	Location	US\$
3	Contingency Stock	Purchase and storage of a floating contingency NFI stock to enable sector partners to be able to respond to emergencies that have not been programmed for or funded.	IDPs in Aleppo, Idleb, Lattakia, Ar-Raqqa, Al-Hasakeh, Deir-ez-Zor, Hama and Homs Governorates.	1,000,000
	Warehousing, staffing and management of NFI warehouse(s)	Kilis warehouse will support Bab Al-Salam with a secondary warehouse probable in Reyhanli to support Bab El-Hawa crossings into Syria.	Warehouse location priorities Immediate: Kilis; Secondary: Reyhanli.	200,000
Total				1,200,000

PROTECTION

Emergency child protection and Gender-Based Violence (GBV) activities are prioritized due to their importance in providing life-saving support to some of the most vulnerable and those severely affected by the conflict. These protection interventions mitigate the consequences of the conflict and create protective environments that foster resilience in communities. The prioritization also took into consideration that current projects are unable to meet the protection needs and are geographically limited.

CfP' Priority	Sector Priority	Activities	Location	US\$
2	Emergency child protection interventions are strengthened	Child Friendly Spaces Psycho Social Services Training of national actors on CPIE & CPMS Awareness-raising among communities on the risks of child recruitment	Accessible areas in Idleb, Aleppo, Ar Raqqa, Deir ez-Zor, Al Hassakeh Governorates	300,000
	Risks and consequences of GBV are reduced and/or mitigated and the quality of response is improved	Women Safe Spaces Psycho Social Services Awareness raising on GBV	Accessible areas in Idleb, Aleppo Ar Raqqa, Deir ez-Zor, Al Hassakeh Governorates	100,000
Total				400,000

SHELTER

Shelter priorities focused on winterization of shelter and stock piling of contingency stock of tents. Exposure to harsh weather conditions could have an impact on other key sectors like health and protection. It could also induce tension between displaced populations and host communities. Therefore, provision of shelter items would assist in containing some of these issues.

The sector further saw the need to stock pile tents as a contingency measure in view of continuous and sudden displacements of population to enable the humanitarian community to respond immediately to basic life supporting shelter needs. Despite tents not being the ideal shelter solution in a protracted crisis, they often remain the sole option for IDPs arriving in camps and informal settlements.

CfP Priority	Sector Priority	Activities	Location	US\$
1	Immediate winterization/weather protection	Provision of winterization and weather protection items (plastic sheets, fuel vouchers).	All Governorates in the North of Syria depending on access possibilities (Aleppo, Idleb, Deir-ez-Zor, Ar-Raqqa, Homs, Hama, Al-Hassakeh, Lattakia)	400,000
	Stock of tents	Provision of and /or replacement of family tents.	IDP settlements in Aleppo, Idleb, Lattakia and Deir-ez-Zor Governorates.	600,000
	Improvement of existing shelter solutions	Provision of weatherproofing kits (sealing materials + tools) Refurbishment of collective centres and support to host families	All Governorates in the North of Syria depending on access possibilities (Aleppo, Idleb, Deir-ez-Zor, Ar-Raqqa, Homs, Hama, Al-Hassakeh, Lattakia)	200,000
Total				1,200,000

WASH

Support to the drainage systems in camps, settlements and other areas in preparation for the approaching winter is considered one of the WASH top priorities in addition to the repair and rehabilitation of water systems, including operation and maintenance of water systems (O&M) as a comprehensive package. The effect of resources would have a medium term impact, and would also contribute to the sustainability of the water systems.

CfP Priority	Sector Priority	Activities	Location	US\$
1	Winterization	Support camps, settlements and other areas with drainage activities in preparation for the rainy season	Camps, settlements and other areas depending on access possibilities (Aleppo, Idleb, Deir-ez-Zor, Ar-Raqqa, Homs, Hama, Al-Hassakeh, Lattakia)	200,000
2	Support repair/rehabilitation coupled with O&M of water systems	Chlorination, replacement of water pumps and maintenance of water systems	Affected and host communities depending on access possibilities (Aleppo, Idleb, Deir-ez-Zor, Ar-Raqqa, Homs, Hama, Al-Hassakeh, Lattakia)	600,000
Total				800,000

VII. Guidance for Project Selection

12. In preparation of the strategic review, sector coordinators will review project proposals applying a standard scorecard. Based on the result of this exercise sector coordinators will prioritize and recommend projects for final discussion at the Review Board meeting. Project proposals will be scored on a scale from 0 – 100 points, distributed among five key categories as follows:

Table 5: Summary of Strategic Review Scorecard

Category	Maximum score (points)
A. Strategic relevance	35
B. Programmatic relevance	30
C. Engagement with coordination	15
D. Cost-effectiveness	10
E. Management and monitoring	10
Total	100

13. The Review Board, following the presentation of each sector coordinator, will recommend a final list of projects to the DRHC for further consideration.

14. The following criteria will be considered by the sectors to support the prioritization and selection (i.e. strategic review) of projects to recommend to the Review Board (RB) :

- (i) Projects must demonstrate a clear linkage/alignment with:
 - Strategic and sectoral objectives in the Response Plan (RP);
 - The programmatic focus described in the HPF Strategy Paper; and
 - The allocation envelopes' objectives and criteria.
- (ii) Only projects targeting prioritized locations and beneficiaries that can be completed within 12 months will be considered for funding.
- (iii) Projects demonstrate a high degree of cost effectiveness (i.e.: maximum outcome and beneficiary reach for every dollar invested) relative to the project budget as well as to the type of activity
- (iv) Use of innovative methodologies or modalities for aid delivery, which are relevant to the beneficiary group, geographic specificities or thematic context.
- (v) Considering this is a highly insecure environment with limited humanitarian access, projects demonstrating clear linkages between their monitoring methodology and geographic/thematic requirements will be favorably weighted.
- (vi) Direct implementation of HPF-funded projects by the recipient agency, rather than through an implementing partner organization, is encouraged. If the recipient agency proposes to work with/through an implementing partner organization, meaningful guidance, coordination, capacity building, technical advice, monitoring and evaluation capacities or any other function of additional value, needs to be well articulated in the project proposal.
- (vii) The recommended minimum budget size for HPF projects is US\$250,000. Where the budget is lower, the sector will have to provide a justification. This may be the case for proposals submitted by Syrian organizations whose absorption capacity is limited.
- (viii) Only eligible organizations cleared and recommended by OCHA's Humanitarian Financing Unit (HFU) following the completion of the Due Diligence process can apply for funding.
- (ix) Organizations must use the HPF online Grants Management System (GMS) for the submission of project proposals.
- (x) Applicants must ensure the project proposal is complete and accurate before submission.
- (xi) Before submitting an application, applicants are encouraged to seek guidance and support from OCHA HFU and the sector coordinator.
- (xii) To the extent possible, proposals should be submitted in English. Whenever this requirement exceeds the capacity of the organization applying for funding, the OCHA HFU should be contacted to seek alternative solutions.

15. For the technical review, the Review Board will form sectoral Technical Review Committees (TRCs) (i.e. experts) to assess the technical soundness of project proposals cleared by the DRHC. TRCs will agree on the relevant sectoral/technical criteria and methodology to assess projects. TRCs comments and feedback will thus be consolidated and addressed to the applying organization through the Grant Management System, along with a standard qualitative opinion as follows:

Table 7: TRC Standard Grading Table

Grade	Opinion	Definition	Turnaround time (business days)
A	Project approved	The project has reached the required level of quality and can be put forward for funding	--
B	Project requires minor modifications that do not involve the budget	The project reached the required quality, but certain minor clarifications, not affecting the budget, are necessary before the project can be put forward for funding.	1
C	Project requires minor revisions	The implementing partner needs to make improvements to the project (affecting also the budget) to reach the required level of quality. In this case the project will be subject to a new technical review.	2
D	Project requires major revisions	The implementing partner needs to make major improvements to the project to reach the required level of quality. In this case the project will be subject to a new technical review	3
E	Project rejected	The project lacks the required technical quality and is therefore rejected.	--

VIII. Contact information

16. Interested organizations should liaise with the respective sectors to ensure their proposed intervention is aligned to the Response Plan priorities and is properly coordinated with other stakeholders.

Sector	Sector coordinator/focal point	Email
CCCM	Dher Hayo	hayo@unhcr.org
Education	Marianna Schmuki	Marianna.Schmuki@savethechildren.org
FSL	Francesco Baldo, Davide Rossi	Francesco.Baldo@fao.org , drossi@sy.goal.ie
Health and Nutrition	Jennyfer Dulyx	health.coordination.turkey@gmail.com
NFI & Shelter	Dave Wemyss	Dave.Wemyss@rescue.org
Protection	Rachel Manning	manning@unhcr.org
Child Protection	Samuel Sesay	sbsesay@unicef.org
WASH	Zaid Jurji	zaidjurji@yahoo.com

17. All correspondence should be copied to OCHA Humanitarian Financing Unit (HFU) (hpf@un.org). This email address is also available to receive feedback from stakeholders who believe they have been treated incorrectly or unfairly during any part of the HPF process. OCHA will compile, review, address and –if necessary- raise the issues with the DRHC, who will then take a decision on necessary action.