

GUIDANCE NOTE 3

STANDARD ALLOCATION

WHAT IS THE STANDARD ALLOCATION?

The Standard Allocation (SA) is one of the two fund allocation modalities of the SHF. The SA funds the priorities outlined in the Humanitarian Response Plan (HRP).

The Standard Allocation is issued at least once a year through a call for proposals open to all SHF partners. The Standard Allocation assures transparency of the allocation decisions.

The Standard Allocation begins with an allocation paper. Proposals are processed by sectors through a strategic review and a subsequent technical and financial review. Final approval is provided by the Humanitarian Coordinator (HC).

Key points

Funds projects in the most vulnerable localities (as identified in the HNO) in as many states as possible. States frequently facing emergencies are prioritized. Some of these projects will then have the ERRM contingency budget lines.

- Focuses on underserved emergencies and newly accessible areas.
- Focuses on underfunded priorities.
- Focuses on life-saving humanitarian interventions as identified by the HRP.

Projects funded through the Standard Allocation should be implemented within 12 months. Exceptions can be made by the HC when more time is needed to meet programmatic requirements. The grant ceilings

are defined based on the partner risk level and project duration.

WHAT INTERVENTIONS DOES IT COVER?

For each Standard Allocation, a strategy is developed based on the priorities in the HRP. A draft is produced by OCHA after consultation with the Inter-Sector Coordination Group (ISCG) and presented by the HC to the Advisory Board (AB). The strategy contains the amounts available per sector, priority and geographic area. Proposals submitted by SHF partners must remain within the parameters set out in the strategy.

Underfunded priorities

- Support for women and girls, including tackling gender-based violence, reproductive health and empowerment;
- Programmes targeting disabled people;
- Education in protracted crises;
- Other aspects of protection.

HOW DOES IT WORK?

The Standard Allocation has the following stages:

1. A strategy, known as an allocation paper is published.
2. SHF partners submit project proposals to address the priorities outlined in the strategy. These must be received by SHF within four weeks.
3. The project proposals are reviewed and the best are selected¹ by sector committees².

¹ Each proposal is scored based on strategic and programmatic relevance, cost effectiveness, management and monitoring and on engagement with coordination systems. Multi-sector proposals are reviewed by each of the relevant sectors.

² Each sector committee includes representatives from two national NGOs, two International NGOs, two UN agencies, the sector coordinator and one person from the SHF.

4. The shortlisted projects are presented to the AB for endorsement and approved by the HC.
5. A technical review is completed by the sectors and SHF reviews the budget. The organisations proposing projects must address the comments raised.
6. The project proposals are then recommended to the HC for approval.
7. The SHF prepares Grant Agreements for approved projects. In consultation with the partner, the start date and reporting timeline is set.

8. The SHF submits it to the HC and partner for signature.

Costs become eligible from the date in the Grant Agreement and can be as early as the approval date of the final budget by OCHA HQ.

Disbursement of funds can take up to 10 days.