



KINGDOM OF BELGIUM
 Federal Public Service
**Foreign Affairs,
 Foreign Trade and
 Development Cooperation**

**Directorate-general for Development Cooperation –
 DGD**

Service D5.1 – Humanitarian Aid

SINGLE FORM FOR THE FUNDING OF HUMANITARIAN ACTION¹

(Legal basis: the law of 9/01/2014 modifying the law of 19/03/2013 on Development cooperation - Royal Decree of 19/04/2014, General expenditure budget, basic allocation 14 54 52 35.60.83).

1. GENERAL INFORMATION

- 1.1. Name of the humanitarian organisation/date of approval by the Minister for Development Cooperation (if required):** *International Council of Voluntary agencies (ICVA)*
- 1.2. Title of the action:** *Improved coordination for the effective and efficient use of humanitarian resources.*
- 1.3. Intervention area (country, region, locations):** *Global focus in Africa, Middle East, Asia, and Latin America via Secretariat based in Switzerland*
- 1.4. Action start date:** *1 July 2022*
- 1.5. Duration of the action in months (cf. Art. 17, §2):** *12 months*
- 1.6. Expenditure eligibility start date:** *1 July 2022*

Signature date granting Ministerial Decree.

1.7 Proposal and reports (Concerning the specific timeframes, cf. RD of 19/04/2014):

Initial proposal	date: 12-06-22
Revised proposal no.	date: dd-mm-yy
Date of the granting Ministerial Decree	date: dd-mm-yy
Unilateral Act date	date: dd-mm-yy
Letter of acceptance date	date: dd-mm-yy
Interim report	date: dd-mm-yy
Final report	date: dd-mm-yy

¹The specifications used in this form have largely been reworked on the basis of the “Single Form” in use, for the same type of actions, in the European Commission (ECHO).

For a good understanding of these specifications, refer to the guidelines issued by ECHO.

The specific points relating to Belgian legislation (Royal Decree of 19/04/2014) are indicated and underlined in the text, following the specific point concerned.

At the proposal stage, complete the numbered paragraphs, except for those that begin with [INT] (to be completed at the interim report stage) and [FIN] (to be completed at the final report stage). At the interim and final report stages, only amend (cross out) the main information in the numbered paragraphs

1.8 [INT] List the exchanges of letters that took place following the signature of the unilateral act until the interim report stage

1.9 [FIN] List the exchanges of letters that took place following the submission of the interim report until the final report stage

2. NEEDS ASSESSMENT

2.1. Assessment date(s); methodology and information sources used; organisation/person(s) responsible for the assessment

This project is designed to focus on global level policy change affecting the humanitarian system as a whole. As a result, a traditional humanitarian needs assessment was not conducted. ICVA does maintain a number of ongoing mechanisms to assess the needs of NGO members at both global and country levels, and also engages in humanitarian fora such as the Grand Bargain and IASC. Inputs to guide the development of objectives for this project were gathered through:

- ICVA Humanitarian Finance Working Group: ongoing monthly engagement with 20-30 active ICVA NGO members
- IASC Humanitarian Finance Results Group: 2019 to 2022, ICVA and OCHA co-chairs
- Grand Bargain 2.0 initiative plus Facilitation Group work plan for 2022-2023

2.2. Account of the problem and analysis of the stakeholders

The effective coordination of humanitarian response is dependent upon multiple international actors working together to ensure that resources are directed to responders when and where they need it. One of the greatest current challenges in the humanitarian system is the growing gap between humanitarian need and available resources. According to the [September 2021 Global Humanitarian Overview Snapshot](#) this gap was the second largest ever, with more than \$23 billions of needs unmet.

Inefficiencies within the current system hinder timely access to quality funding for NGO frontline workers, making it even more difficult for them to deliver on their mandate. National and local staff, NGOs and CBOs are often the most affected by these inefficiencies. Ongoing effort is required to ensure that the NGO voice is clearly represented in global, regional, and country-level dialogues on necessary improvements to the humanitarian system.

This project envisions three areas of intervention:

- Improved implementation of the Grand Bargain initiative to increase the effectiveness and efficiency of humanitarian finance;
 - Increased NGO access to quality funding that is flexible, multi-year, and unearmarked, while remaining accountable;
 - Enhanced use and understanding of risk management approaches, particularly in contexts that are affected by sanctions or other restrictive measures.
- These needs are well aligned with the [ICVA 2030 Strategy](#) and form the foundation for the main focus areas that ICVA proposes to pursue through this collaboration with the Belgian MFA.

2.3. Please summarise the results of the assessment (if necessary, append a comprehensive report) by establishing a link to the action

For the focus of this funding proposal the needs to be addressed are incorporated into the problem statement and analysis above.

- 2.4. **[INT]** *If changes have taken place in the needs assessment at the interim report stage, please provide information*
- 2.5. **[FIN]** *If changes have taken place in the needs assessment following the interim report, please provide information*

3. HUMANITARIAN ORGANISATION IN THE INTERVENTION AREA

3.1. ***Presence of the humanitarian organisation in the intervention area: brief overview of the strategy and current or recent activities in the country***

This project proposal does not focus on a specific country level humanitarian intervention. Rather, the intent of this work is to influence change to the humanitarian system as a whole. The ICVA strategic approach is well outlined in the current guiding strategy document: ICVA 2030.

While the overall focus is on systemic change, there will be an important level of engagement at the country level in the outcome objectives covered by this grant to ensure that frontline responders are effectively consulted in support of global policy development, and to assess the degree to which systemic changes result in improvements to the work at the field level. ICVA maintains a strong presence at the regional level in Africa, Middle East/North Africa, Asia, and Latin America, with regional staff in place to facilitate direct engagement with NGO operational staff.

3.2. ***Ongoing actions and requests for funding submitted to other donors, in the same intervention area – please state how overlaps and double funding would be avoided***

ICVA currently receives funding from a diverse range of sources to support its overall work. Within the policy focus area of coordination of humanitarian finance, under which this project is organized, ICVA currently relies on general core funding as well as funding from the German FFO. Typically, financial support from multiple sources is combined to meet the overall objectives of the organization at the outcome level. Several controls are in place to avoid issues with overlap and double funding:

- While outcomes involve multiple funding sources, supporting activities are typically broken down into segments that can be allocated to individual donors.
- Staff salaries and costs, which make up a significant portion of costs for a network of NGOs, such as ICVA, are proportionally allocated to donors by the accounting department to ensure that no more than 100% of costs are expensed, and that no double funding occurs between donors.
- ICVA accounts are typically audited annually by an external accounting firm for compliance with standard accounting practice and relevant regulations. Part of the check conducted by audit is to validate the process for expenses, including whether individual

3.3. ***[FIN] List the other operations performed by the humanitarian organisation or its implementation partners during the same period in this intervention area and describe how the risks of double funding were avoided***

4. OPERATIONAL FRAMEWORK

4.1. **Precise location of the action (please include a map making it possible to locate the project)**

As indicated above, the focus of this project is on global humanitarian policy. The effective intervention area cuts across all locations where humanitarian NGOs are active.

4.2. **Beneficiaries**

4.2.1 **Total number of direct beneficiaries:**

As ICVA is a non-operational network and the focus of this project is on global humanitarian policy change, there are no direct beneficiaries. It is expected that the benefits of the systems change encouraged by this project should affect the experience of beneficiaries of ICVA operational members, but that impact will not be the focus of this project.

4.2.2 **Specificities of the direct beneficiaries (please specify, if possible, by referring to the groups as appropriate, e.g.: unaccompanied minors, people with disabilities, children, former combatants, etc.)**

N/A

4.2.3 **Mechanisms and criteria for the identification of the direct beneficiaries**

N/A

4.2.4 **Describe the scope of and the arrangements for the involvement of the direct beneficiaries in the development of the action**

N/A

4.2.5 **Other potential beneficiaries (indirect, catchment, etc.)**

N/A

4.2.6 **Direct beneficiaries by sector (refer to “ECHO’s guidelines, Annex I”, pages 26-29: http://ec.europa.eu/echo/about/actors/fpa_fr.htm)**

Sector: ...	Number of beneficiaries
N/A	N/A

[INT] In the event of a change, please provide information

[FIN] In the event of a change, please provide information

[FIN] Estimate by type of beneficiary

Women:	... %,	Men:	(women + men total = 100 %)		
Infants (aged < 5):	... %,	Children (aged < 18):	... %,	Elderly:	... %

4.3. Objectives, outcomes and activities

4.3.1. Operational overview of the action: logical framework² (3 pages maximum)

Title of the action	Improved coordination for the effective and efficient use of humanitarian resources			
Main objective	Humanitarian NGOs have improved representation in global policy discussions on coordination of humanitarian finance and are able to better access and manage quality funding to support humanitarian operations at the country level.			
	Intervention logic	Objectively verifiable indicators	Verification sources	Risks and assumptions
Specific objective				
Outcome 1	ICVA facilitates appropriate coordination and representation of the NGO voice within the Grand Bargain initiative, and NGO priorities are incorporated.	Plans for revision to workstreams, identification of priority caucus topics, and prioritization of Grand Bargain commitments for action reflect NGO priorities.	<ul style="list-style-type: none"> • Documentary review of Grand Bargain initiative and updates as appropriate. • Meeting notes, participation, and outputs. 	Effective implementation of the Grand Bargain requires significant donor buy-in to work. Assumption is that donors will continue to engage at least through June 2023.
Outcome 2	ICVA successfully advocates for improved access to quality funding for NGOs. Improved access to quality funding for NGOs is a core component of the ICVA 2030 strategy and will be a key focus for ICVA over the next two years.	Humanitarian financial reporting systems indicate improved NGO access to quality funding.	<ul style="list-style-type: none"> • OCHA Financial Tracking Service financial reporting, Humanitarian Data Cube. • Access to funds as reported by ICVA members. 	Key assumption is that humanitarian agencies (NGOs, UN agencies) sufficiently report on financial flows to accurately assess progress.

² This table must provide a comprehensive general overview of the different elements of the action. It will contain only concise information on the results and the activities. Any changes made to the logical framework at the interim or final report stage will be communicated.

Outcome 3	NGOs are supported to enhance use of risk management practices with a specific focus on sanctions and restrictive measures in the humanitarian space.	NGOs are actively engaged in activities supporting the outcome, as measured through participation in events and any relevant qualitative feedback. Three initiatives are implemented that support NGOs to enhance risk management.	<ul style="list-style-type: none"> Record of consultation meetings held with NGOs. Documentation and participation review of completed initiatives. 	Despite current gaps in capacity among NGOs, there is often a hesitation to discuss sensitive risk topics with peers.
Activities – Outcome 1 (detailed activities below)	<ul style="list-style-type: none"> ICVA facilitate regular communication to NGOs on GB progress and provides their feedback into the process. NGO partners have the opportunity to provide inputs into updated Grand Bargain documents, plans, etc. 			The willingness of donors and UN agencies to engage with the appropriate level of staff is the main assumption.
Activities – Outcome 2 (detailed activities below)	<ul style="list-style-type: none"> Facilitate improved understanding of existing use of quality funding (multi-year, flexible). Advocate within the IASC system and with donors to expand use of quality funding in partnership agreements while maintaining required accountability. 			Common commitment and use of consistent terminology around quality funding is a key assumption. There is a risk that existing structures (IASC) do not offer a sufficient platform to address funding issues.
Activities – Outcome 3 (detailed activities below)	<ul style="list-style-type: none"> Support the dialogue between NGOs, UN, and donors on sanctions and counter-terror measures linked to humanitarian funding streams and to protect space for humanitarian operations. Facilitate technical sharing of lessons learned on risk management across NGOs. 			NGO partners must be willing to engage and share inputs on sensitive topics such as sanctions in high-risk contexts.
				<u>Prerequisites</u> Ability of ICVA NGO membership to actively engage

in policy development and feedback.

Willingness of key partners (Un agencies, donors) to engage in meaningful negotiation.

4.3.2. More detailed information per outcome³

4.3.2.1. Outcome 1: Grand Bargain NGO Support

The Grand Bargain continues to be a unique initiative as the only structure involving equal participation from donors, UN, NGOs, and the Red Cross focused on effectiveness and efficiency of humanitarian resourcing. ICVA continues to play a key role coordinating the voice of NGOs in the Grand Bargain as the NGO Facilitation Group representative over the next year. Both 2022 and 2023 will be critical years for the Grand Bargain, with the Facilitation Group overseeing the implementation of Grand Bargain "2.0", including the new National Reference Group and Caucus structures.

ICVA plans to work closely with NGO colleagues to ensure appropriate coordination and representation of the broader NGO voice as Grand Bargain signatories develop plans for revision to workstreams, identify of priority caucus topics requiring political resolution, and prioritize commitments for action.

4.3.2.1.1. *At the proposal stage*

- **Sector:** Coordination
- **Related sub-sector:** Other (Partnerships)
- **Beneficiaries (status + number):** N/A – See explanation above
- **Indicators for this outcome:**
 - o Plans for revision to workstreams, identification of priority caucus topics, and prioritization of Grand Bargain commitments for action reflect NGO priorities.
- **Outcome-related activities: detailed activities that build on the high-level activities listed in the logframe**
 - o Monthly engagement in the Grand Bargain Facilitation Group through June 2023.
 - o Host regular NGO Constituency briefings for Grand Bargain signatories.
 - o Circulate Grand Bargain documentation for review and inputs by NGO partners.
 - o Develop and implement Grand Bargain workstream 9 (harmonized narrative reporting) work plan under Grand Bargain 2.0.

4.3.2.1.2. *Interim report*

- **Updating⁴ of the indicators**
- **Updating⁴ of the beneficiaries (status + number)**
- **Updating⁴ of the activities**

4.3.2.1.3. *Final report*

- **Indicators for the outcomes obtained**
- **Beneficiaries (status + number)**
- **Activities carried out**
- **Resources and related costs finally committed and incurred**

³ For each result identified in the logical framework, more detailed information necessary for a proper understanding of the proposal/report will be gathered here. A specific sub-section per outcome at the proposal, interim report and final report stages has been provided for (please do not update the information of a previous stage in this section, please comment on the change in the appropriate sub-section for the outcome).

⁴ Updates and explanations should target both progress and changes made to the proposal.

4.3.2.2. Outcome 2: Improved NGO Access to Quality Funding

While quality funding forms one of the enabling priorities within the Grand Bargain, it has also become a key cross-cutting theme across the humanitarian space. Improved access to quality funding for NGOs is a core component of the ICVA 2030 strategy and will be a key focus for ICVA over the next two years. ICVA proposes to work in three primary areas:

- Facilitate improved understanding of existing use of quality funding (multi-year, flexible) through improved collection, sharing, and use of data.
- Collective and bilateral advocacy with UN agencies and donor governments to expand use of quality funding in partnership agreements while maintaining required accountability, with a particular emphasis on funding flexibility and multi-year funding.

Access to quality funding is also crucial to the strengthening of the L/NGO institutional capacities and in ensuring that affected people and communities receive needed humanitarian protection and assistance in a timely manner. In the current funding environment, L/NGOs have limited access to direct funding, frequently receiving funds that are passed through multiple intermediary layers. ICVA will continue to support L/NGOs advocacy efforts aiming at improving their access to quality funding.

4.3.2.2.1. At the proposal stage

- **Sector:** Coordination
- **Related sub-sector:** Other (Quality Funding)
- **Beneficiaries (status + number):** N/A – See explanation above
- **Indicators for this outcome:**
 - Humanitarian financial reporting systems indicate improved NGO access to quality funding.
- **Outcome-related activities**
 - Facilitate improved understanding of existing use of quality funding (multi-year, flexible) through improved collection, sharing, and use of data.
 - Collective and bilateral advocacy with UN agencies and donor governments to expand use of quality funding in partnership agreements while maintaining required accountability, with a particular emphasis on funding flexibility and multi-year funding.

4.3.2.2.2. Interim report

- **Updating⁵ of the indicators**
- **Updating⁴ of the beneficiaries (status + number)**
- **Updating⁴ of the activities**

4.3.2.2.3. Final report

- **Indicators for the outcomes obtained**
- **Beneficiaries (status + number)**
- **Activities carried out**

⁵ Updates and explanations should target both progress and changes made to the proposal.

4.3.2.3. Outcome 3: Enhanced understanding, development, and application of risk management principles, tools, and related systems

The improved use of risk management in the humanitarian space has been increasingly understood as an important factor in effective coordination of the relationships between humanitarian actors and their ability to respond effectively to needs. Between 2019 and 2022 ICVA engaged in an initial series of webinars and briefings for NGOs on risk management and now seeks to further enhance support for NGOs with a specific focus on sanctions in the humanitarian space.

Starting in 2022, ICVA will focus on three core elements:

- Engage in advocacy efforts with donors and UN agencies to improve consistent interpretation and application sanctions and other restrictive measures that affect humanitarian contexts.
- Organizing an NGO dialogue on navigating sanctions with a focus on front-line responders and improving use of risk management practice in responding to sanctions.
- Facilitate technical sharing of lessons learned on risk management across NGOs.

4.3.2.3.1. At the proposal stage

- **Sector:** Coordination
- **Related sub-sector:** Other (Risk Management)
- **Beneficiaries (status + number):** N/A – See explanation above
- **Indicators for this outcome:**
 - NGOs are actively engaged in activities supporting the outcome, as measured through participation in events and any relevant qualitative feedback.
 - Three initiatives are implemented that support NGOs to enhance risk management.
- **Outcome-related activities**
 - Engage in advocacy efforts with donors to support consistent interpretations of sanctions in key locations identified as priorities by NGOs.
 - Co-organize NGO dialogue and associated briefing materials on navigating sanctions / risk management in practice for three country or regional contexts.

4.3.2.3.2. Interim report

- **Updating⁶ of the indicators**
- **Updating⁴ of the beneficiaries (status + number)**
- **Updating⁴ of the activities**

4.3.2.3.3. Rapport final

- **Indicators for the outcomes obtained**
- **Beneficiaries (status + number)**
- **Activities carried out**

⁶ Updates and explanations should target both progress and changes made to the proposal.

4.4. Work plan (e.g. annexed Gantt diagram)

See attached reference document.

4.4.1. [INT] Revised work plan in the event of changes following the proposal

4.5. Monitoring, assessment, auditing and other analyses

4.5.1. Monitoring of the activities (explain how, by whom)

Basic activity monitoring is generally carried out via the documented outputs of ICVA sub-groups (such as the Humanitarian Finance Results Group). It is the responsibility of the Head of Humanitarian Finance and Programme Officer, Humanitarian Finance to monitor activity results and aggregate monitoring at the end of the year.

Some additional monitoring is also completed centrally by the ICVA Secretariat to track the organization level logframe and as relevant to ICVA impact studies which are conducted on a multi-year rotation.

4.5.2. Tick the boxes corresponding to the analyses that may be undertaken:

- External assessment during the action
- External assessment after the action
- External auditing during the action
- External auditing after the action
- Internal assessment or internal auditing relating to the action

4.5.3. Other analyses: Please provide information:

5. CROSS-CUTTING ISSUES

5.1. Please describe the expected level of sustainability and/or of connectedness⁷.

Sustainability is a key consideration of the type of policy change that is the focus of this project. In the three key outcome areas: Grand Bargain implementation, access to quality funding, and improved use of risk management, it is expected that activities result in permanent changes to the humanitarian system. In order to support this level of sustainability, ICVA works closely with a range of humanitarian stakeholders, in addition to NGO partners. In particular, close collaboration with UN agencies and donor governments is particularly important to ensure that there is agreement on changes to terms and conditions of funding, partnership guidance, etc. that will affect long-term system change.

⁷ Sustainability and connectedness are similar concepts that are used to ensure that the activities are executed in a context that takes account of longer-term and interconnected issues.

5.2. *Continuity strategy (links between emergency aid, rehabilitation and development)*

While continuity between humanitarian aid, rehabilitation, and development funding is not a specific focus of this project, successful coordination of humanitarian finance policy does closely relate to implementation of the humanitarian-development-peace nexus. On the finance side, the HDP Nexus involves improved coordination of development and humanitarian resources to ultimately reduce burdens on the humanitarian system. Within the scope of this project, work on the Grand Bargain and improved access to quality funding both have the potential to include some element of HDP Nexus finance.

5.3. *Integration (e.g. reduction of disaster risks, children, human rights, gender equality, environmental impact, others to be specified)*

Although this project does not involve direct implementation of humanitarian operations, there is some link to integration topics. Gender equality is a specific concern as part of implementation of Grand Bargain commitments. Through membership in the Grand Bargain Facilitation Group, ICVA will have a role in setting gender integration expectations for Grand Bargain implementation. Under the topic of quality funding, there is also the potential to explore improved integration between humanitarian and climate financing. National and local NGOs will also be equally contributing and benefitting from this intervention.

5.4. *[INT] In the event of changes or issues to be dealt with, please provide information*

5.5. *[FIN] In the event of changes or issues to be dealt with, please provide information*

6. SECURITY AND EMERGENCY MEASURES

6.1. *Emergency measures (plan B/ mitigation measures to be taken if the risks and assumptions set out in the logical framework materialise)*

Due to the non-operational policy focus of this project, the potential emergency measures are limited. There is some risk, as outlined in the logframe, that external stakeholders do not sufficiently engage in initiatives such as the Grand Bargain. If those risks are realized, the foundational topics that are the focus of the Grand Bargain (quality funding, localization, participation, etc.) are widely recognized as key areas that need further development in the humanitarian

space, and ICVA will continue to work with stakeholders outside the Grand Bargain structure.

6.2. Security-related aspects

6.2.1. Situation in the field. Please provide a brief description

6.2.2. Has a specific security protocol been drawn up for this action?

yes no Standard procedures

If yes, provide information:

6.2.3. Have the staff in the field and the expatriates received information and training concerning these procedures?

yes no

All ICVA field staff are appropriately trained on standard security procedures.

6.3. [INT] In the event of changes or issues to be dealt with, please provide information

6.4. [FIN] In the event of changes or issues to be dealt with, please provide information

7. COORDINATION IN THE FIELD

7.1. Coordination in the field (please state the humanitarian organisation's participation in the coordination mechanisms with other stakeholders, such as "clusters", NGOs, the United Nations agencies, others (to be specified), as well as the links to the consolidated appeal procedure, if necessary)

While ICVA does engage with the cluster structure and other coordination structures in field settings, the focus of this project is on global policy. However, specific coordination will be done also with the NGO For at the country level, to ensure their members concerned are addressed by the project.

7.2. National and local authorities (relationships established, authorisations, coordination)

Not applicable for this project.

**7.3. Potential coordination with the Belgian diplomatic representation
In the event**

There is the potential for field visits to occur during project implementation. Where there is overlap between field visit locations and relevant local Belgian diplomatic presence, ICVA will coordinate in advance to connect as appropriate in the field.

7.4. [INT] In the event of changes or coordination issues to be dealt with, please provide information

7.5. [FIN] In the event of changes or coordination issues to be dealt with, please provide information

8. IMPLEMENTATION PARTNERS

8.1. Name and address of the implementation partner(s)

Implementation of this project will not be conducted through partners, however, consultations with NGO members, NGO Fora, etc. will take place throughout the project. For some activities consultant inputs will be contracted to support the work, as included in the proposed project budget.

8.2. Status of the implementation partners (e.g.: NGOs, local authorities, etc.) and the role played by them

N/A

8.3. Type of relationship with the implementation partner(s) and the reports expected from the implementation partner

N/A

8.4. [INT] In the event of changes, please provide information

8.5. [FIN] In the event of changes, please provide information

9. ACTIVITÉS DE COMMUNICATION, DE VISIBILITÉ ET D'INFORMATION

9.1. Planned communication activities

ICVA conducts regular communications through the monthly ICVA Bulletin, which typically includes updates on the coordination of humanitarian finance activities, including the ones covered by this project. As noted in the activities above, a significant element of the work of this project involves communication with ICVA members to ensure they are informed and consultant on key topics related to the Grand Bargain, quality funding, and risk management. This will be an ongoing effort, with regular weekly communications with members. Regular communication will also be shared through the ICVA Humanitarian Financing Working Group. Project outcomes will be included in the ICVA Annual Report recognising the partnership with the Kingdom of Belgium.

9.2. Outreach on durable equipment, the main supplies and on the project location

N/A – This project will not involve any purchase of durable equipment or supplies.

9.3. Publication activities planned

Within the thematic areas of Grand Bargain and quality finding, no specific publications are envisioned as part of this project. The outputs of the NGO engagements planned as part of the work will likely be incorporated into publications developed by Grand Bargain signatories through the Secretariat and potentially through the IASC. Depending on the interest of members, as assessed during implementation, a publication may be developed in support of improved NGO ability to navigate sanctions.

9.4. [INT] In the event of changes, please provide information

9.5. [FIN] Report on relevant activities

10. HUMAN RESOURCES

10.1. Please state the overall figures by function and by status

Note: the relevant human resources linked to this project are explicitly included in the attached project budget.

(function)	Status ⁸	Number of people	Number of people/months in the project	Comments
See attached budget				

⁸ Expatriates, local staff, staff of the implementation partner, etc.

- 10.2. **[INT]** ***In the event of changes, please provide information***
- 10.3. **[FIN]** ***In the event of changes, please provide information***

11. ADMINISTRATIVE INFORMATION

11.1. *Name and title of the legal representative signing the agreement:*
Ignacio Packer, Executive Director ICVA

11.2. *Name, telephone number, e-mail address and titles of the person(s) responsible for the management of the dossier*
Jeremy Rempel, Head of Humanitarian Finance
+1 213 300 0433, jeremy.rempel@icvanetwork.org

11.3. *Name, telephone and fax number and e-mail address of the representative in the intervention area*
Jeremy Rempel, Head of Humanitarian Finance
+1 213 300 0433, jeremy.rempel@icvanetwork.org

11.4. *Bank account*

Name of the bank: UBS AG
Address of the bank agency: Rue des Noirettes 35, 1227 Carouge, Switzerland
Precise designation of the account holder: ICVA/Conseil International des Agences bénévoles
Complete account number (including bank code(s)):
IBAN code: CH0500279279HU1634107
SWIFT code: UBSWCHZH80A

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