

Early Recovery: Compilation of Tools and Resources, June 2008

1. Tools and Guidelines

General

Guidance Note on Early Recovery*

The CWGER *Guidance Note on Early Recovery* is designed primarily for UN colleagues and partners working at country level on early recovery. It clearly defines early recovery, and establishes guiding principles for early recovery interventions. Part two provides practical guidance on the various elements of the early recovery process: needs assessment, strategic planning for early recovery, programming, monitoring and evaluation, resource mobilization, and the setting up and running of an early recovery coordination mechanism.

Link: http://www.undp.org/bcpr/iasc/content/docs/CWGER_Tools/Doc1.pdf

UNDP Corporate Policy on Early Recovery

The draft *Corporate Policy on Early Recovery* is aimed at UNDP staff in the field. It outlines UNDP's key responsibilities at country level in terms of early recovery programming and coordination for system-wide early recovery coordination. The Policy also sets out the support that can be expected from UNDP Headquarters for early recovery implementation.

Link: <http://www.undp.org/bcpr/iasc/content/docs/TBWMarch08/Doc1.pdf>

Needs Assessment

Post Disaster Needs Assessment (PDNA)*

The schematic and 2-page outline of the guide to multi-stakeholder needs assessment and recovery results framework can serve as a starting point for a discussion of the recovery sectors and a division of responsibilities amongst agencies and Government.

Schematic: http://www.undp.org/bcpr/iasc/content/docs/CWGER_Tools/Doc2.ppt

2-page outline: http://www.undp.org/bcpr/iasc/content/docs/CWGER_Tools/Doc3.doc

Post-conflict Early Recovery Rapid Needs Assessment (PC-ERRNA)*

The PC-ERRNA is currently being developed by the CWGER as a tool for needs assessment in post-conflict situations that is based on the principles of the Post –conflict Needs Assessment (PCNA), but is 'lighter', faster and easier to implement, focused on the local level, and more action-orientated; and is therefore more suitable for an immediate post-conflict situation.

Presentation on the outline of the PC-ERRNA:

<http://www.undp.org/bcpr/iasc/content/docs/MarchPlenaryLinks/Doc3.ppt>

Gender Guide to Post-Crisis Recovery Needs Assessment* (not to be circulated)

Still in draft, and not yet peer-reviewed by the CWGER, this needs assessment guide for recovery and gender equality is intended to: (i) facilitate the identification and evaluation of existing needs, capacities and capabilities of women and girls and men and boys in post-crisis situations; (ii) anticipate early recovery needs of women and girls and potential response gaps in addressing those needs; and (iii) facilitate multi-sectoral and collaborative recovery planning and programming that specifically address the needs of women and girls.

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Link: http://www.undp.org/bcpr/iasc/content/docs/CWGER_Tools/Doc4.doc

Environmental Needs Assessment in Post-Disaster Situations*

This pilot field version of the *Environmental Needs Assessment Guide*, developed by UNEP, with support from the CWGER, is intended to help elaborate a systematic approach to addressing and assessing environmental impacts and concerns following natural disasters – especially those issues which might have a negative impact on the safety and welfare of people.

Link:

http://www.humanitarianreform.org/humanitarianreform/Portals/1/cluster%20approach%20page/cluster%20pages/Early%20R/UNEP%20PDNA_pre-field%20test%20draft.pdf

Protection of Conflict-induced IDPs: Assessment for Action*

Developed by the Protection Cluster Working Group, in collaboration with the CWGER, this toolkit provides guidance for IASC Country Teams to identify protection gaps, including in early recovery contexts. The document outlines the issues and questions to be asked during an assessment, and provides guidance on participatory methodologies for conducting the assessment.

Link: <http://www.humanitarianreform.org/Default.aspx?tabid=555>

UNDG Capacity Assessment User Guide

Issued in February 2008, the *UNDG Capacity Assessment User Guide* for national capacity development is for assessing the capacity of national partners. See section VIII on Core Issues and Questions in particular.

Link: http://www.undp.org/bcpr/iasc/content/docs/CWGER_Tools/Doc5.doc

UNICEF Rapid Assessment Tools

Rapid Assessment (RA) tool (for field testing) for health, nutrition and WASH:

http://www.undp.org/bcpr/iasc/content/docs/CWGER_Tools/Doc7.doc

RA tool for education: http://www.undp.org/bcpr/iasc/content/docs/CWGER_Tools/Doc8.doc

RA for protection: http://www.undp.org/bcpr/iasc/content/docs/CWGER_Tools/Doc9.doc

Guidance notes on how and with whom to use these tools:

Defining the RA process: http://www.undp.org/bcpr/iasc/content/docs/CWGER_Tools/Doc10.doc

Ethics protection in RA: http://www.undp.org/bcpr/iasc/content/docs/CWGER_Tools/Doc11.doc

Country level RA guidance: http://www.undp.org/bcpr/iasc/content/docs/CWGER_Tools/Doc12.doc

Management Tasks in RA process:

http://www.undp.org/bcpr/iasc/content/docs/CWGER_Tools/Doc13.doc

UNHCR Assessment Tools

UNHCR's tool for participatory assessment is used in UNHCR operations including emergency situations and has been proven very effective in obtaining information related to women, older persons and other groups of people whose voice may not be heard through usual interviews. The second is on UNHCR's community based approach. Both concepts were developed more or less development context and will already be familiar to ER cluster members. UNHCR's versions of participation and community-based approach are modified to make them fit emergency-oriented situations.

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Tool for Participatory Assessment: <http://www.unhcr.org/publ/PUBL/450e963f2.html>

A Community-based approach: <http://www.unhcr.org/publ/PUBL/47ed0e212.html>

Satellite-derived Mapping

On request, UNOSAT provides satellite-derived maps to inform early recovery assessments, planning and programming.

On-line satellite imagery: <http://unosat.web.cern.ch/unosat/>

Information Management (IM)

Operational Guidance on Responsibilities of Cluster/Sector Leads and OCHA in Information Management

Endorsed by the IASC in October 2007, the *Operational Guidance on Responsibilities of Cluster/Sector Leads and OCHA in Information Management* articulates who is responsible for IM in emergencies. The responsibility for ensuring appropriate IM needed for an effective and coordinated intra-cluster response rests with the Cluster Lead Agency. The responsibility for ensuring appropriate IM for an effective and coordinated inter-cluster response rests with OCHA.

Link:

<http://www.humanitarianreform.org/humanitarianreform/Portals/1/cluster%20approach%20page/Res&Tools/IM/OperationalGuidance%20Information%20Management.pdf>

Gender Profiles*

This tool, in the early stages of development by the CWGER, aims to address the limited availability, or complete lack, of sex- and age-disaggregated data sets, including gender statistics, as well as qualitative information highlighting the roles and responsibilities of women and men in post-crisis situations. The tool will provide a gender profiles template; and a common understanding of, and approach to the development of country gender profiles for recovery. No link is available as yet.

Reintegration Management Information System*

UNHCR plans to start the Reintegration Information Management System (RIMS) project, the first phase of which was recently approved with funding from the CWGER. The full project (phase I and phase II) aims to develop a surveillance system and corresponding database for early recovery and reintegration. The objective of the first phase is to provide an in-depth analysis of existing initiatives, short list system gaps and make concrete strategic and technical recommendations for the phase II of the project - the development of the database.

Project proposal:

<http://www.humanitarianreform.org/humanitarianreform/Portals/1/cluster%20approach%20page/clus-ters%20pages/Early%20R/Doc1.doc>

Programming: General

Indicative List of Early Recovery Programmes*

The CWGER has produced an indicative list of early recovery programmes in post-conflict and natural disaster settings. The list includes approximate costs to help with early recovery planning and budgeting. The list is still in draft and does not include all comments and inputs from CWGER agencies.

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Link:

[http://www.humanitarianreform.org/humanitarianreform/Portals/1/cluster%20approach%20page/cluster%20pages/Early%20ER/ER%20planning%20process%20-%20Illustrative%20ER%20programme%20\(version%202\).xls](http://www.humanitarianreform.org/humanitarianreform/Portals/1/cluster%20approach%20page/cluster%20pages/Early%20ER/ER%20planning%20process%20-%20Illustrative%20ER%20programme%20(version%202).xls)

Local Level Early Recovery Programming Framework*

This guidance, in the early stages of development, is structured on UNDP's experiences in the Area Based Local Level Response to Crises and aims to support the HC/RC and the CWGER in their early recovery work at the country level. No link is as yet available.

Programming: Thematic Areas

Livelihoods

The *Livelihoods Assessment Toolkit (LAT)**, by FAO and ILO, consists of three main technical elements: a Livelihood Baseline Assessment (undertaken pre-disaster); an Immediate Livelihood Impact Appraisal (undertaken immediately after the disaster); and a Detailed Livelihood Assessment (undertaken up to 90 days after the disaster).

Link: http://www.undp.org/bcpr/iasc/content/docs/CWGER_Tools/Doc6.pdf

Land Issues

UN-HABITAT's *Draft Guidelines on Land Issues** aim to establish an analytical framework to guide the understanding of post-disaster land issues and actors. The guidelines describe key land issues and appropriate responses after a disaster; provide a concise operations timeline that lists key steps in addressing land issues after a natural disaster; and identify potentially useful post-disaster land tools to be adapted according to specific country contexts.

Link: http://www.glt.net/index.php?option=com_content&task=view&id=114&Itemid=114

Cross-cutting Issues

HIV/AIDS

IASC *Guidelines for HIV interventions in humanitarian settings*, 2003 (revised guidelines are due to issue in 2008, including a specific component on HIV and early recovery). The revised guidelines will be accessible on the following website: <http://www.aidsandemergencies.org>.

Human Rights

UNDP Guidance on integrating human rights into development and crisis prevention and recovery interventions, and the work of the Human Rights Policy Network (HURITALK)

<http://www.undp.org/oslocentre/flagship/huritalk.html>

Information on the "Action 2 Initiative" which promotes the integration of human rights throughout the UN system in all its humanitarian, development and peacekeeping work, and promotes a human rights approach to programming

<http://www.un.org/events/action2/index.html>

Gender

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Women, girls, boys and men: different needs, equal opportunities, Gender Handbook in Humanitarian Action, by the IASC, aims to give guidance on gender analysis, planning and actions to ensure that the needs, contributions and capacities of women, girls, boys and men are considered in all aspects of humanitarian response. It can be used as a tool for mainstreaming gender as a cross-cutting issue in the work of sectors/clusters.

Link:

http://www.humanitarianinfo.org/iasc/content/documents/subsidi/tf_gender/IASC%20Gender%20Handbook%20%28Feb%202007%29.pdf

Disaster Risk Reduction

UNDP. *Reducing Disaster Risk – A Challenge for Development*, 2004

http://www.undp.org/cpr/we_do/integrating_risk.shtml

Conflict Prevention

UNDG/ECHA *Interagency Framework for Conflict Analysis in Transition Situations*, 2004

http://www.undp.org/cpr/we_do/integrating_conflict.shtml

UNDP *Conflict-related Development Analysis (CDA)*, 2003

http://www.undp.org/cpr/we_do/integrating_conflict.shtml

UNDP *Youth and Violent Conflict: Society and Development in Crisis?*, 2006

http://www.undp.org/cpr/whats_new/UNDP_Youth_PN.pdf

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2. Human Resources

The Early Recovery Expert Roster

The inter-agency Early Recovery Expert Roster (ERER) is a resource of the CWGER. It primarily sources additional early recovery support in the form of Early Recovery Advisors and Early Recovery Cluster Coordinators to supplement existing capacity for early recovery coordination in RC Offices and UNDP Country Offices. Early Recovery Advisors from the ERER have been deployed to over 20 countries to date, including Uganda, Mozambique, Bangladesh, Kenya, the Philippines, etc. Deployments range from between six weeks to up to two years.

The ERER can also provide expertise for inter-agency early recovery needs assessment, early recovery related information management, and early recovery strategic planning.

Contact: stacey.thompson@undp.org for further information.

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3. Resource Mobilization for Early Recovery

UNDP

Within UNDP, early recovery resources can be accessed through:

- **CPR Thematic Trust Fund (TTF):** UNDP has established an early recovery window for the existing TTF;
- **TRAC 1.1.3:** UNDP's own core funds for immediate crisis response are currently being utilized for sudden response grants which support RC coordination efforts for any crisis event and provide seed funding for early recovery/recovery programming.
- **TRAC 1 and 2 Resources:** UNDP will advocate for the use of country TRAC resources in frequent high disaster risk countries to address issues of early recovery, as well as disaster preparedness and mitigation
- **DSS/DAS:** The biennial budget provision for development support services in the UNDP office will be modified to include early response support to the UNDP Country Director/DRR.

Other potential funding mechanisms

Humanitarian Flash Appeals: Since early recovery issues should be addressed from the outset, UNDP will advocate for the inclusion of costs related to assessment, analysis, coordination and planning for early recovery in initial versions of flash appeals. Guidance on incorporating early recovery into Flash Appeals will soon be available.

Humanitarian Consolidated Appeals Process (CAP): This is the forum for seeking programmatic funds for early recovery, based on more detailed planning than is possible at the time of flash appeals.

Link: OCHA. Humanitarian Appeals Consolidated Appeals Process.

www.ochaonline.un.org/cap2005/webpage.asp?MenuID=7881&Page=1243

Central Emergency Response Fund (CERF): Although this relatively new mechanism focuses on life-saving humanitarian programmes, UNDP will advocate for the review of its criteria to include early recovery activities, since some activities can contribute to saving and sustaining life.

IASC Guidance on humanitarian financing and the CERF:

www.humanitarianreform.org/Default.aspx?tabid=223

www.ochaonline2.un.org/Default.aspx?alias=ochaonline2.un.org/cerf

Common Humanitarian Pooled Funds (CHF): CHFs are currently available in Sudan and DRC and can fund early recovery activities. Continued advocacy is needed to make sure early recovery activities are also considered as part of priority projects.

The Peace Building Fund (PBF): The fund, which is managed by the UN Peace Building Support Office (PBSO) and administered by UNDP/MDTF Office, is designed to provide catalytic support for stabilisation and peacebuilding initiatives directly addressing threats to peace. Through the PBSO's

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secretariat role to the Peace Building Commission and its outreach within the UN System, it seeks to raise awareness of funding needs beyond the catalytic contribution of the PBF to assure predictable and long-term funding to meet the full range of peacebuilding, recovery and development needs of the countries it supports.

Link: UN Peacebuilding Fund. www.unpbf.org, or www.undp.org/mdtf

Transitional Appeals: Based on a number of country examples, the UNDG has developed guidance to UNCTs on the use of transitional strategies and appeals to identify and mobilize support for recovery needs in transitional settings (e.g., as a bridge while CCA/UNDAF are being prepared).

Link to UNDG Guidance note on transitional appeals, 2007:
www.undg.org/docs/6952/Guidance%20Note%20on%20Transitional%20Appeals%20-%20March%202007%20-%20FINAL.doc

World Bank's Standby Recovery Financing Facility (SRFF): UNDP will support the use of these funds to lay the analytical groundwork for full recovery, in the context of early recovery activities.

UN Trust Fund for Human Security: UNDP will advocate for the use of these funds for early recovery activities, and a simplification of the procedures to enable rapid disbursement for this purpose.

Link: www.ochaonline.un.org/webpage.asp?Page=1503

UN Multi-donor Trust Funds: A number of multi-donor trust funds (MDTFs) have recently been established in post-conflict settings. Examples include Afghanistan, Democratic Republic of Congo, Indonesia (Aceh), Iraq, Lebanon, Nepal, Somalia, and Sudan. An MDTF is a country specific financing mechanism that receives contributions from more than one donor. The funds are then pooled and disbursed by an administrator to a number of recipients (UN and through a UN Organization to government or NGOs, depending on governance and purpose) based on decisions made by the appropriate decision making body/authority such as a country level Steering Committee, RC, HC, etc. These funds aim to support nationally defined priorities and to build national, including government capacity. The UNDP MDTF Office, that manages most of the UN administered funds, maintains a MDTF website with information on the nature, scope and operations of the various ongoing MDTFs and UN Joint Programmes.

Link: www.undp.org/mdtf