GUIDING PRINCIPLES

RAPID RESPONSE MECHANISM (RRM)

The Rapid Response Mechanism RRM constitutes an important component of Sida's humanitarian funding structure, which aims to provide both *predictability* (through core support and multi-year agreements) and *flexibility* and *speed* (through RRM and Pooled funds). The strength of the RRM lies in its flexibility and speed as decisions are normally taken within 24 hours.

QUESTION	GUIDANCE
What does it mean to have funds for RRM in the agreement?	To have funds for RRM included in the agreement means that Sida has decided to provide a certain amount of funding disbursed at the beginning of the year which the Strategic Partner may use for rapid response at any time throughout the year. The release of funds for a specific intervention follows a simplified application procedure.
What is the purpose of the RRM?	The purpose of the RRM is to enable a needs-based and fast humanitarian response *immediately after a severe sudden onset* humanitarian crisis or after a *severe deterioration* of an ongoing crisis. The RRM can, in certain circumstances, also be utilised as a result of a change in humanitarian access.
What shall the RRM *not* be used for?	RRM projects are assessed on a case by case basis, but, in general, the RRM is not a suitable tool for disaster risk reduction, early recovery and capacity development or as seed money for a planned longer intervention.
Which organisations can apply for RRM funding?	Organisations that have been selected as Sida's Strategic Partners for humanitarian assistance and have been assessed to have sufficient capacity to implement RRM projects are able to apply for RRM funding.
How can a Strategic Partner apply for RRM funding?	When a Strategic Partner submits a new multi-year application to Sida, a description of the Strategic Partner's capacity to implement and manage RRM projects shall be included as well as the added value/justification for applying for RRM funding. Each year, the Strategic Partner will need to apply for new RRM funding in the Initial submission stage as well as in the Project proposals stage.

What is the procedure for utilising the RRM funding?	The Strategic Partner shall submit an electronic request to Sida's RRM inbox for utilising funds from the RRM budget. The attached template shall be used. The request shall include a brief narrative description of the proposed intervention, including expected results, risk analysis with, if relevant, identified mitigation measures as well as a budget. If necessary, Sida can require additional information about the proposed project.
What costs can be included in an RRM budget?	The RRM is mainly to cover *direct project costs*. Sida will in every case assess whether costs are reasonable in relation to the proposed response.
What is the maximum implementation period of an RRM project?	RRM projects shall not exceed six months.
Can an RRM project be extended?	RRM projects can only in exceptional cases, and after consultation with the Sida Director of Humanitarian Assistance, be extended for a period of maximum six months, bringing the total project period up to a maximum of 12 months.
What are the timelines for assessing RRM projects?	Sida assesses RRM applications promptly and the Strategic Partner normally receives a first reply from Sida within 24 hours (working days). If Sida requires additional information about the proposed project, Sida shall promptly request the information from the Strategic Partner. In urgent cases, the Strategic Partner and Sida may agree that results frameworks and budgets can be submitted at a later stage.
On what grounds are RRM projects assessed?	As every humanitarian crisis is unique, Sida assesses the RRM projects on a case by case basis, based on the specific context, whether the project complies with Sida's strategy for humanitarian assistance as well as the added value to the response when funding this particular Strategic Partner. Below follow the main assessment criteria for RRM funding: - **Relevance**: Assessment of the project's relevance in relation to the different needs of the affected population, including justification for choice of geographical areas (including information on presence of other actors), target groups and response modality as well as the Strategic Partner's experience and comparative advantage in the specific context. - **Efficiency**: Assessment of whether the goals set for the project are realistic and whether the response modality and strategy for implementation is suitable to achieve the

	proposed objectives. Sida also assesses the cost efficiency of the proposed intervention. - **Capacity**: Assessment of the Strategic Partner's capacity to successfully implement and manage the project. - **Coordination**: Assessment of whether the project is coordinated with other actors, in what ways the proposed project supplements the work of other actors and the overall pattern of actors in the specific humanitarian situation. - **Modality**: Justification of most feasible and appropriate modality choice (for instance cash, voucher, in-kind or services) compared to other options. Justification includes reference to consultations undertaken of possible preference for specific aid modalities among the affected population. - **Phase out**: Assessment of how the project will be phased out following the completion of the implementation period as well as the potential transition from humanitarian assistance to more long-term solutions, other sources of funding and/or transition to local actors. If and when applicable, cross-cutting issues (gender equality, conflict sensitivity, protection and environment) will also be assessed.
How is an RRM request approved or rejected?	The assessment is jointly carried out by the Sida Humanitarian Assistance Unit's geographical and organisational focal points as well as relevant embassy staff for each individual request. Requests up to 5 MSEK are approved/rejected and signed by the respective two focal points. Projects with budgets that exceed 5 MSEK must be approved/rejected by Sida's Director of Humanitarian Assistance. The signed request shall be scanned and e-mailed by Sida to the Strategic Partner, the RRM inbox as well as relevant staff at the Sida Humanitarian Assistance Unit, embassies and the Ministry for Foreign Affairs. The signed request shall include the date of approval/rejection which also normally is the approved starting date of the financing.
How does Sida report the RRM projects?	When an RRM request has been approved, the form "Report of contribution to Edris/Country List/IATI" is filled out and signed by the Sida organisational focal point. The Sida programme administrator registers the project in the internal Sida HQ based country list and submit documentation electronically to Edris and IATI. Any additional correspondence with the partner should also be submitted. When an RRM request has been rejected, the Sida programme administrator only submits the documents to Sida's Document, Administration and Resource Unit for archiving.