**ADDENDUM 2**

**Date**: 20 June 2016 **Pages: 1**

**Subject**: Addendum No. 2 to the Australian Humanitarian Partnership

Competitive Grants Process 11 May 2016

Applicants are advised of the following:

**Amendments to Competitive Grant Guideline (11 May 2016)**

1. Replace Annex 1, Section C: Humanitarian Capability Map with Attachment 1 to this Addendum 1.
2. Delete the last sentence under Annex 1, Section D: Referee Information and replace with the following:

“There is no template provided for referee letters. Referee letters should be addressed to: “To whom it may concern” and telephone and email contact details of the referee provided. DFAT’s postal or mailing address is not required.”

1. Replace Standard Operating Procedures 2016/00 with 2016/01, as per Attachment 2 to this Addendum.

**Clarifications to the Competitive Grants Process**

1. Syria has been included in Middle Eastern countries and Timor Leste moved to be included under Pacific countries in the Humanitarian Capability Map as per Attachment 1 below.
2. The Standard Operating Procedures 2016/00 has been amended to include further information on monitoring and evaluation requirements and other minor modifications.
3. As per the indicative timeline, Section 5.2, the deadline for applicant questions has passed and DFAT will not respond to further questions. This will be the last addendum issued.

**Attachments to this Addendum**

1. Section C: Humanitarian Capacity.
2. Standard Operating Procedures 2016/01

All other information as set out in the Competitive Grant Guideline dated 11 May 2016, as amended by Addendum 1, remains unchanged.

**Attachment 1**

**Section C: Humanitarian Capacity**

The purpose of the humanitarian capacity *narrative* and *map* is to provide an overview of the applicant’s *current* global footprint.

In accordance with the instructions below, Applicants *must*:

1. Provide a *narrative* describing capacity (inclusive of any consortia members) to respond to crises globally; and
2. fill in *Table 1: Humanitarian Capacity Map* to describe the applicants (inclusive of any consortia members) current in country capacity.

Instructions for completing Section C:

1. Narrative
2. Up to one (1) A4 page, in English and in 12 point font (Times New Roman) with margins of at least 1.5cm.
3. Table 1: Humanitarian Capacity Map
4. In 10 point font (Times New Roman)
5. Up to five (5) A4 pages to cover the following Pacific countries: Cook Islands; Federated States of Micronesia; Fiji; Kiribati; Nauru; Niue; Papua New Guinea; Republic of Palau; Republic of the Marshall Islands; Samoa; Solomon Islands; Timor Leste; Tokelau; Tonga; Tuvalu; and/or Vanuatu;
6. Up to four (4) A4 pages to cover the following Asian countries: Afghanistan; Bangladesh; Bhutan; Cambodia; Indonesia; Laos; Maldives; Mongolia; Myanmar; Nepal; Pakistan; Philippines; Sri Lanka; and/or Vietnam; and
7. Up to one (1) A4 page to cover following Middle Eastern countries: Iraq; Palestinian Territories; Syria, Lebanon and/or Jordan (Syrian regional response).

The Humanitarian Capacity Map will be considered by the Evaluation Committee in accordance with responses to Section 2.

**Table 1: Humanitarian Capacity Map**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Country** | **Geographic focus** | **Sectoral focus** | **Authority to Practice** | **Beneficiaries** | **Resources In-country** | **Established partnerships** | **Previous major international crises responses** |
| **Pacific [up to five (5) A4 pages]** | | | | | | | |
| *(e.g. Cook Islands)* | *List geographic areas within country with operational focus. e.g. islands, provinces or districts as appropriate (e.g. Rarotonga and Puka Puka)* | *Include priority sectors in which partner is currently operating. (e.g. WASH)* | *Provide relevant information on formal approvals to practice or working relationships held with the partner government to allow practice in-country. (e.g. Organisation X is formally registered with GoCI and is a member of Cook Islands Civil Society Organisations In (CICSO))* | *Detail any beneficiary focus i.e. children, women, elderly, people with a disability. Groups not numbers. (e.g. People with a Disability)* | *Detail resources in-country. e.g. Australian office representatives; Organisation X country office; pre-positioned supplies (e.g. Organisation X country office in Avarua; WASH supplies prepositioned in Puka Puka for 100 people).* | *Include detail of any established partnerships which would be advantageous in an emergency response i.e. with local NGOs, private sector, etc. (e.g. Partnership with Bluesky, local telecommunications provider to send health message texts in the event of an emergency)* | *List any disaster response, since 2010, which the applicant has responded to. (e.g. WASH expert from CI Country Office assisted officers in Fiji in response to TC Winston)* |
| [add/delete rows as required] |  |  |  |  |  |  |  |
| **Asia [up to four (4) A4 pages]** | | | | | | | |
| [add/delete rows as required] |  |  |  |  |  |  |  |
| **Middle East [up to one (1) A4 pages]** | | | | | | | |
| [add/delete rows as required] |  |  |  |  |  |  |  |