

Overseas Aid & Development Commission

**Disaster
Emergency
Relief
Guidance Notes**

“Helping the world’s least developed countries through a hand up rather than a handout”

The Guidance Notes should be read in conjunction with the Commission’s Disaster Emergency Relief Policy and its Grant Aid Policy and Guidance Notes

1. Introduction

The Overseas Aid & Development Commission (the Commission) is a non-statutory, non-governmental committee of the States of Guernsey to distribute grants and emergency and disaster relief overseas. The Commission’s mandate is:

“To distribute funds voted by the States for aid and development overseas by making contributions to ongoing programmes and to emergency and disaster relief.

To develop programmes relating to the collection and distribution of funds involving the private sector.

To carry out the duties and powers above in accordance with policies set out by the Policy & Resources Committee.

To fulfil the responsibilities set out in Annex One to the mandates of committees of the States.”

The objectives of the Commission are to administer the budget approved by the States of Guernsey for overseas aid. The Commission’s Chairman is a member of the States of Deliberation and the six Commissioners are appointed by the States of Deliberation.

2. Background

Guernsey has been contributing to overseas development projects through the award of Grant Aid to approved charities and agencies since 1980. The underlying approach adopted by the Commission, on behalf of the States of Guernsey, is,

“To support projects which will help to provide the basic needs of the world’s least developed countries or to help the indigenous population to provide those needs.”

Basic needs includes medical and health facilities, educational programmes and facilities, housing, water and sanitation provision and the means of sustaining a living, e.g. through agriculture, horticulture or through training in sustainable employment skills. The Commission supports projects which will generate a lasting and sustainable improvement in the living conditions for the communities receiving the aid. This ethos underpins the Commission’s overriding object to offer a “hand up” to some of the world’s least developed areas rather than a “hand out”.

The Commission recognises least developed countries are especially vulnerable in the event of a disaster or emergency and that they will have a disproportionate impact on the country. The Commission is mindful that countries struggling to provide for the basic needs of its population are unlikely to be able to cope with the impact of such disasters or emergencies and will need additional overseas aid to assist them immediately following the crisis.

3. The Commission's general policy for making Disaster Emergency Relief Awards?

The Commission's general policy for making Emergency Disaster Relief awards is to support the national public appeals launched by the UK Disaster Emergency Committee (the DEC) following a natural disaster or humanitarian emergency or crisis.

4. Will the Commission make an award if there is a DEC-led appeal?

It is highly unlikely that the Commission will make an award to an individual charity where the DEC has launched a public appeal for the particular disaster or emergency. The reason for this is that the Commission's general policy is to make awards for disaster and emergency relief work through the DEC.

5. Does the Commission make awards to any other disaster or emergency relief appeals?

In exceptional circumstances, the Commission considers applications for disaster and emergency relief funding from individual charities where there is no DEC-led appeal.

6. In what circumstances will the Commission consider such awards?

The Commission will consider applications from individual charities following a catastrophic natural disaster where the day-to-day patterns of life are suddenly and significantly disrupted and the population requires supplies of basic food, shelter and medical supplies to protect them in the immediate aftermath of the disaster.

7. What will the Commission fund when making an exceptional award?

Disaster emergency aid funding will normally be provided for one or more of the following:

- Provision of water, sanitation, medical services and emergency feeding programmes to disaster affected areas in the immediate aftermath of the disaster
- Provision of emergency shelter and clothing
- Distribution of emergency supplies within the areas affected by the disaster.

The Commission will generally not support applications under this policy for funding where the request relates to ongoing civil conflict.

8. Are there any activities the Commission will not support?

The Commission does not support exceptional applications which include providing cash handouts to those affected by the disaster.

9. Can an application include monitoring and other administrative and logistical costs?

The Commission expects the majority of any application for funding under the exceptional policy to be directed to providing direct emergency relief.

10. Will the Commission make such awards to any country or region in the world?

No. The Commission exceptional policy only applies to disasters or emergencies in a least developed country as classified by the UN Human Development Index.

11. What is the maximum amount of any award?

The Commission's general policy is to limit individual awards to £50,000.

12. How can a charity apply for an award?

The charity to submit a concise and comprehensive application, using the approved application form, addressing the following issues:

- Location, nature and scale of the disaster or emergency
- The impact of the disaster or emergency on the affected region
- The number of people directly affected by the disaster or emergency
- The resources, particularly staff, equipment and logistical support, that the charity already has in place in the region affected by the disaster or emergency
- The charity's experience of working in the region
- The charity's experience of providing emergency relief following similar events, either in the region or in other areas of the world
- How any award from the Commission would be used
- How the emergency relief will reduce the immediate suffering of those affected by the disaster or emergency or how it will mitigate further suffering.

13. Does the Commission require applications to be part of a wide appeal the charity is running?

The Commission expects that applications for such exceptional awards are part of a charity's wider fund raising efforts to respond to the particular disaster or emergency. The charity's application for an award should include details of the wider appeal.

14. How does the Commission assess such applications?

When deciding which projects should be funded, the Commission reviews all applications and, where the application has satisfied the general procedure, the projects are assessed against the criteria set out below. The procedure is in four parts:

- (i) *Charity or agency* – including compliance with Charity Commission regulations, proportion of income spent on campaigning and governance; where previous awards have been made - compliance with the Commission's own monitoring and reporting requirements.
- (ii) *Location* – is the disaster or emergency in a least developed country; does the charity have an established presence and sufficient resources and expertise in the area affected by the disaster or emergency.
- (iii) *The disaster and emergency* – including the number of people directly affected; the size of the area affected; the scale and impact of the disaster or emergency on day-to-day life, including the risk of premature death as a direct result of the event; when the disaster or emergency first occurred and its duration.
- (iv) *Project budget* – including assessing how any award from the Commission will be used; the amount spent directly on emergency aid.

The Commission may take account of issues which may have wider public concern to Guernsey and any advice from the Policy Council's External Relations Advisor regarding any sanctions regime which may be in place in the project country.

15. What else will the Commission require the applicant to evidence in their application?

In addition to requiring the charity or agency to provide a concise but comprehensive explanation of how the award would be used and what it would be spent on, the Commission will require the applicant to provide the following information about whether:

- The DEC is likely to launch an appeal in the very near future (*as a general rule, the Commission is unlikely to make an award to an individual charity if the DEC advises that a national public appeal is likely to be launched within the near future*).
- The applicant charity has launched its own public appeal in response to the disaster and the initial and anticipated public response to the appeal.
- The applicant charity is a DEC member agency or a major UK-registered charity (*as a general rule, Commission is unlikely to make an award to small charity unless it can clearly demonstrate that it has an appropriate experience and resources to respond to the disaster immediately and efficiently and staff in the affected region*).
- The applicant charity has received funding from the Commission under its Grant Aid policy and has fully complied with the terms of such awards.

- Any issues which may have wider public concern to Guernsey.

16. Are there any circumstances in which the Commission would not consider making an award?

The Commission will not to make an award where:

- It has already made an award to the DEC for the same disaster or emergency.
- It believes that an application for Grant Aid funding would be more appropriate.

17. Further Information

For further information please contact:

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