

RMNA AND RMRP 2023-24

Planning Instructions

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RMNA AND RMRP 2023-2024

The Regional Refugee and Migrant Response Plan (RMRP) aims to address the humanitarian, protection and integration needs of refugees¹ and migrants from Venezuela, as well as affected host communities, through accompanying, complementing and strengthening national and regional responses of governments, international organizations and civil society actors consistent with the principles outlined in the New York Declaration for Refugees and Migrants. For the first time, in 2022, an analysis of the needs of the affected population underlying this Response Plan will be presented not in the RMRP itself, but in a dedicated Regional Refugee and Migrant Needs Analysis (RMNA); a separate document to be released in September 2022, to inform and contextualize the RMRP, ahead of its release in December 2022.

The RMNA will identify sources of data on the needs of refugees and migrants in Venezuela – particularly inter-agency assessments, coordinated and implemented by the respective R4V National and Sub-regional Platforms, or Sectors, as well as secondary data and individual R4V partners' assessments – and analyse this information to outline the main needs of refugees and migrants from Venezuela and their host communities in the 17 countries covered by the RMRP.

The RMRP will cover support provided by the national and international community of UN, NGO and civil society response actors for existing and estimated needs for two years, 2023 and 2024. It does not constitute a long-term development framework, nor does it substitute governments' national response plans. Activities under the RMRP reflect the R4V community's commitment towards the Humanitarian-Development-Peace Nexus, bridging immediate humanitarian response activities and longer-term development and integration endeavours.

While the lead role and strategies of host governments shall be noted, recognized and supported, governments' financial requirements will not be reflected.

The RMRP is a strategic response plan and an advocacy tool for the Regional Inter-Agency Coordination Platform (R4V) to support country and sub-regional operations and to ensure the most pressing needs of refugees and migrants from Venezuela, as well as those of affected host communities, are met. It seeks to do so, in coordination with, and through the provision of technical support to host governments and regional responses/initiatives, including the Quito Process. The country and sub-regional chapters of the RMRP are the strategic, operational and coordination tools falling within the realm of corresponding National and Sub-Regional Inter-Agency Coordination Platforms. The nine Regional Sectors and three Regional Sub-sectors are responsible for their respective chapters giving an overview of the needs identified and responses proposed across the region per their respective sectoral areas of expertise.

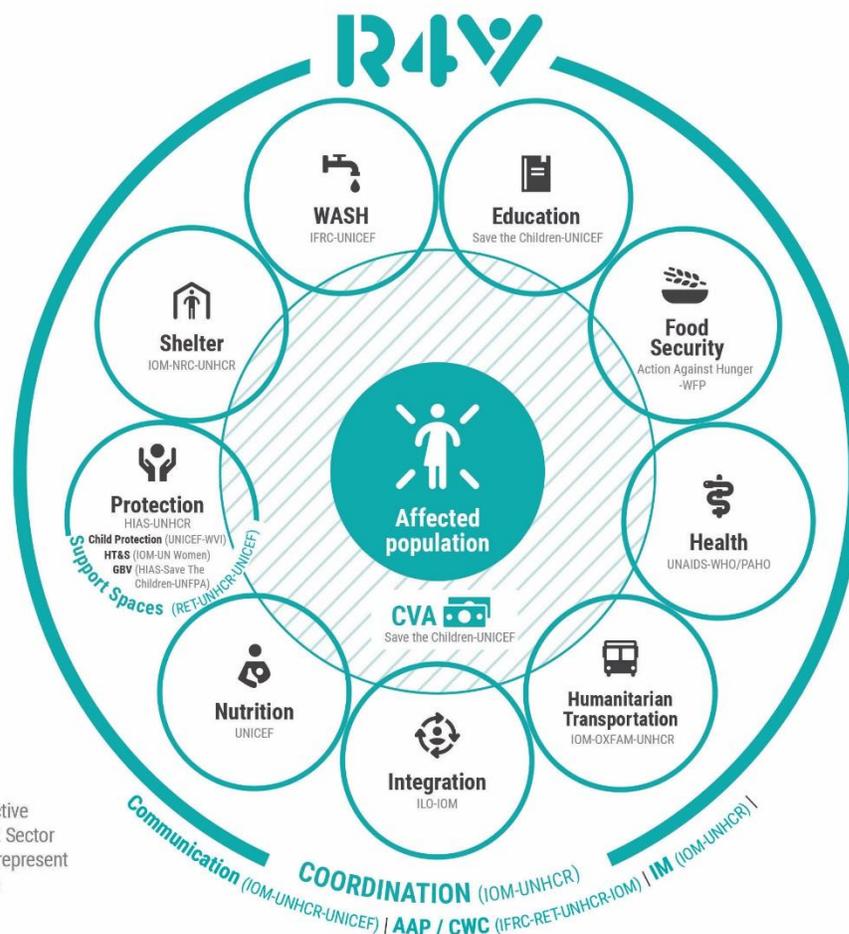
The Plan's geographic scope is limited to countries in Latin America and the Caribbean receiving refugees and migrants from Venezuela. It does not include activities inside Venezuela. These are subject to a separate country plan, the Humanitarian Response Plan, led by the relevant UN Resident/Humanitarian Coordinators. The temporal coverage of this Plan are the calendar years of 2023-2024. Reflective of the dynamics of the region, this Plan can be revised and/or updated wherever circumstances fundamentally change, requiring a revised focus and response by the R4V response community. It is anticipated that the Plan for calendar year 2024 will undergo a light revision and update in late 2023 as more information becomes available regarding national dynamics, relating population movements and the impact of the response and host governments' policies in the course of the first year of its implementation, and in response to the needs identified in the annual RMNA to be performed and published in 2023.

¹ For the purposes of this document and all relating planning activities, any reference to “refugees” shall be read to include asylum-seekers.

As well as being a strategic document, the RMRP is an appeal for funds. However, it should be noted that the Plan is not itself a (pooled) fund and having activities in the RMRP is therefore not a guarantee of funding. As such, organizations with activities in the RMRP (appealing organizations²) also need to fundraise bilaterally. The advantage of having activities in the RMRP is that donors favor these, as they feel assured that these activities are well coordinated and part of a single comprehensive strategic response plan, coordinated with host governments whose actions the RMRP complements, and which provides a comprehensive overview of the needs of refugees and migrants, coordinated response strategies, and a transparent and inclusive monitoring and accountability mechanism.

Based on the above understanding, this document is intended to provide practical, step-by-step guidance on the various steps necessary for the structuring, planning and drafting of the different components of the RMRP 2023-2024.

STRUCTURE AND SECTORS



* These are all of the active sectors under the RMRP. Sector lead organizations only represent regional-level leadership

² **Appealing organizations** are entities whose activities are submitted under the RMRP for funding and which will be monitored through the RMRP’s monitoring and reporting framework. An entity that is contracted by such an appealing organization in order to implement that organization’s activity, shall not submit this to the RMRP (and needs not report it under the RMRP’s monitoring framework). See also *Annex 2: Roles and Responsibilities of Appealing Partners and Implementing Partners in the RMRP*.

The RMRP for 2023-2024 will be structured based on:

- 9 thematic Sectors (**Education, Food Security, Health, Humanitarian Transportation, Integration, Nutrition, Protection, Shelter and WASH**).
- 3 sub-Sectors under the purview of the Protection Sector (**Child Protection, Gender-Based Violence (GBV), and Human Trafficking and Smuggling**).
- 5 thematic and cross-cutting Working Groups: **Support Spaces, Cash and Voucher Assistance (CVA), Communication with Communities (CwC) / Accountability to Affected Populations (AAP), Communications, and Information Management (IM)**. Each focus on a range of activities in support of the response for refugees and migrants from Venezuela, as well as affected host communities.
- **Focal Points for Gender, Environment, Protection from Sexual Exploitation and Abuse (PSEA) and Centrality of Protection (COP)** are integrated in the regional coordination mechanism. They contribute to the work of the regional Sectors and Working Groups to promote good programming through the mainstreaming of their respective transversal matters; further the commitments under the concept of centrality of protection; ensure that any interventions that seek to support refugees and migrants from Venezuela, as well as host communities, are designed with the meaningful participation of the affected populations; and to promote the safety and wellbeing of communities, and upholding their rights and dignity, in line with the principle of “Do No Harm”.

This structure is the result of a broad and participatory consultation process involving both the Regional Platform, including the various Sector/Sub-sector and Working Group leads, as well as National and Sub-Regional Coordination Platforms. The resulting structure maintains the dual focus of the regional response: to address both immediate humanitarian needs as well as needs for established populations in destination which link toward longer-term development objectives, to ensure a sustainable and integrated response benefitting refugees and migrants from Venezuela and host communities.

Sector / Working Group Co-lead: this is an *organization* that has been agreed as sector or working group co-lead for a particular thematic sector or working group at the regional level, following consultations with the members of said sector or working group and the leads of the Regional Inter-Agency Coordination Platform. A Sector or working group co-lead organization at the regional level need not necessarily be the same organization as national-level co-lead agency for that sector or working group. The co-lead arrangement should, wherever possible, be balanced between UN agencies and NGOs / Civil Society Organizations (CSOs).

Sector / Working Group Co-Coordinator: this is a *person* who has been designated as sector / working group co-coordinator by the sector / working group co-lead organization. This person is responsible for the day-to-day coordination and facilitation of the work of the sector/working group. The sector/working group co-coordinator should be complemented by a co-coordinator with equal standing from other co-lead organization to share the workload in an agreed manner.

CVA - Cash and Voucher Assistance Information Box

- **Definition:** CVA refers to all programs where cash transfers or vouchers for goods or services are provided directly to recipients. In the context of humanitarian assistance, the term is used to refer to the provision of cash transfers or vouchers given to individuals, households or community recipients; not to governments or other state actors. This excludes remittances and microfinance in humanitarian interventions (although microfinance and money transfer institutions may be used for the actual delivery of cash). The terms 'cash' or 'cash assistance' should be used when referring specifically to cash transfers only (i.e. 'cash' or 'cash assistance' should not be used to mean 'cash and voucher assistance'). This term has several synonyms, but Cash and Voucher Assistance is the recommended term.
- Usage within the RMRP: Within the RMRP context, CVA is split into two categories:
 - **Sector CVA:** This refers to an intervention designed to achieve sector-specific objectives. Sector-specific assistance can be conditional or unconditional. Vouchers (restricted transfers) may be used to limit expenditure to items and services contributing to achieve specific sectoral objectives. Sector specific interventions delivered through cash transfers may be labelled and designed to influence how recipients spend them.
 - **MPC (Multipurpose Cash Assistance):** Transfers (either periodic or one-off) corresponding to the amount of money required to cover, fully or partially, a household's basic and/or recovery needs. The term refers to cash transfers designed to address multiple needs, with the transfer value calculated accordingly. MPC transfer values are often indexed to expenditure gaps based on a Minimum Expenditure Basket (MEB), or other monetized calculation of the amount required to cover basic needs. All MPC are unrestricted in terms of use as they can be spent as the recipient chooses. This concept may also be referred to as Multipurpose Cash Grants (MPG), or Multipurpose Cash Transfers (MPC).

$$\text{CVA} = \text{Sector CVA} + \text{MPC}$$

Source: [Glossary of Terms | Cash Learning Partnership \(calpnetwork.org\)](https://calpnetwork.org/glossary-of-terms)

PROCESS OVERVIEW

The graphic below outlines the steps to ensure an evidence-based and results-oriented collective regional response. It specifically aims to enhance the quality and usefulness of needs analysis to inform planning-oriented and protection-sensitive inter-sectoral response planning.

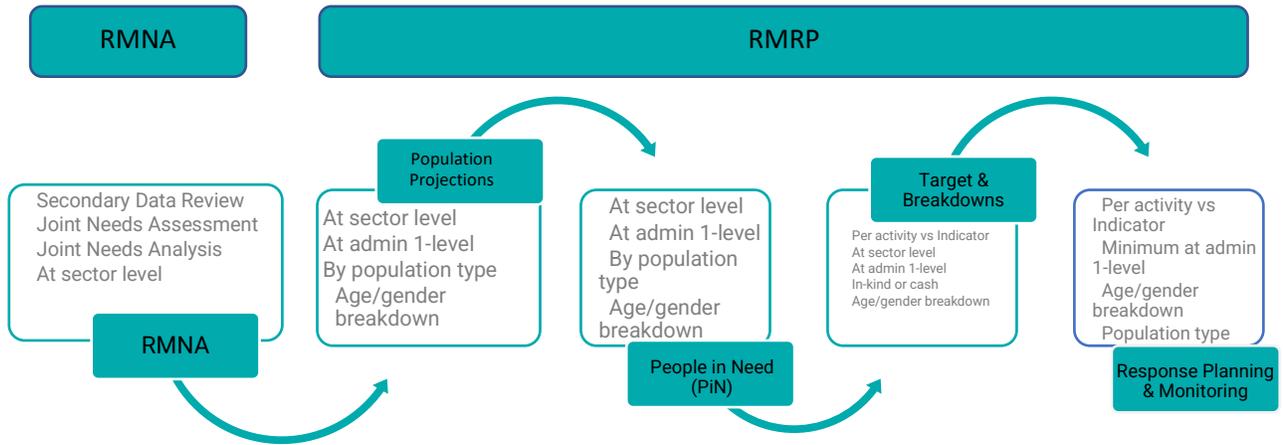
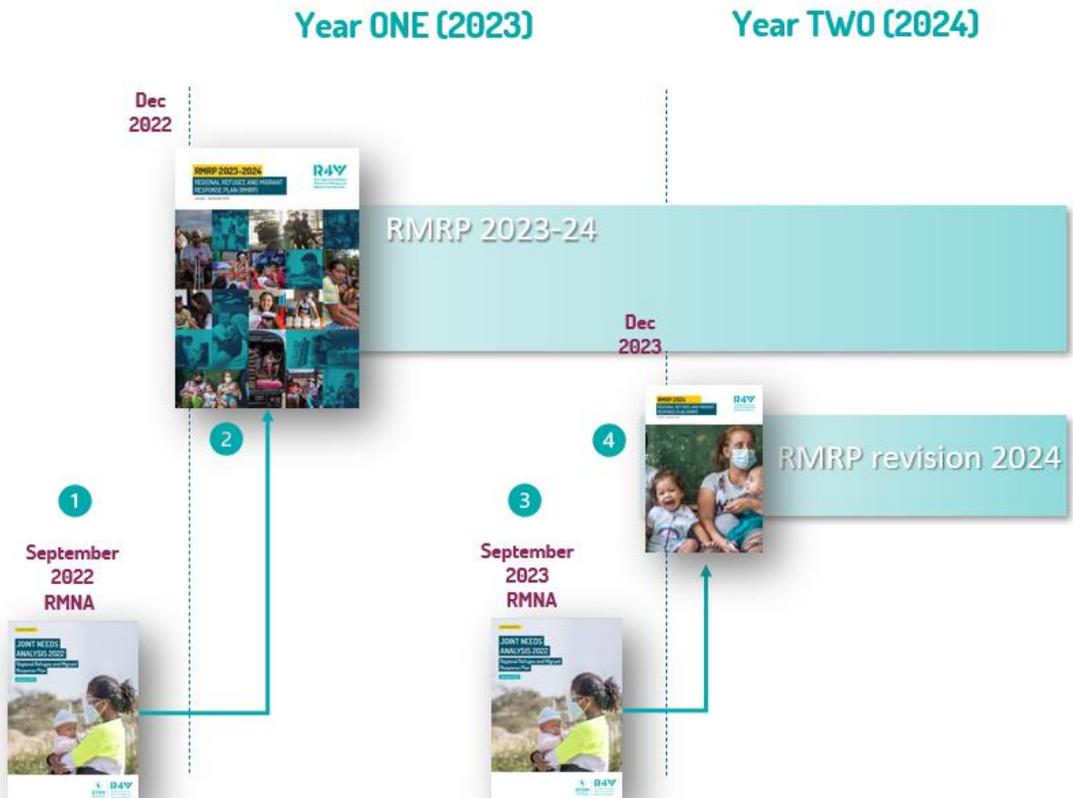


Figure 11- RMRP 2023-2024 Process overview



DISAGGREGATION LEVELS SUBJECT TO THIS RMRP

For this bi-annual RMRP, disaggregation level requirements will be different for Year ONE (2023) and Year TWO (2024).

Year one (2023)

For year one (2023), population projection data, PiNs and target figures need to be disaggregated at the following levels:

Type	Mandatory	Optional
Population Groups	Refugees and migrants in Destination + Refugees and migrants in Transit + Host Communities	Pendulars + Colombian returnees
Age and Gender	Women + Men + Girls (below 18) + Boys (below 18) + Other (under 18) + Other (above 18)	Under 5 + Under 2 + PLW (Pregnant and lactating women) + persons with specific needs + LGBTQI+ + indigenous
Administrative Level	Admin 1 level*	Admin 2 level
Sector Level	Regional Sector Structure**	

*The Sub-regional Caribbean and Central America/Mexico (CAM) Platforms are not required to reach admin 1 level disaggregation.

**It is required to calculate independent PiNs and Targets for all the RMRP sectors and sub-sectors: Education, Food Security, Health, Humanitarian Transportation, Integration, Nutrition, Protection (as well as for the sub-sectors Child Protection, Human Trafficking and Smuggling and GBV), Shelter and WASH. Additionally, PiNs and targets must be calculated at the inter-sectoral, and at the Admin 1 and national level PiN for the entire National/Sub-regional Platform. For MPC, please note that it is only required to calculate the targets (and not PiNs).

Year two (2024)

1. Population projections

For year TWO (2024), population projection data need to be disaggregated at the following levels:

Type	Mandatory	Range Approach
Population Groups	Refugees and migrants in Destination + Refugees and migrants in Transit + Host Communities	Based on assumption/planning scenarios, 3 different Projections will be requested: (a) Status Quo/Current situation/Similar trends, (b) Worst case, (c) Best case.
Age and Gender	Same as year ONE	
Administrative Level	Country Level	

Considering the challenges associated with reliable population projections, for year TWO (only) a “range approach” is applied for that year’s population projections:

The range approach allows National/Sub-regional Platforms and Sectors to assess the possible evolution of the situation, in both country of origin, neighboring countries and country of destination; and evaluate the impact of those factors on their population projection for 2024, without having to provide an absolute number, but a bandwidth within which the population of refugees and migrants is expected in 2024, based on the three scenarios that each Platform determines (and documents) in consultation with its national stakeholders.

Factors to be taken into account include (not exhaustive) the following:

- Political evolution: regularization programmes, end of temporal residency programmes, elections and their impact, institutional capacities, protection environment, etc.
- Socioeconomic factors: access to basic services, protection alternatives and mechanisms, risk mitigation, employment market, economic trends, etc.
- Historical tendencies: previous and recurring trends.

The range between the Status quo (Current situation/Similar and recurring trends) and the other two scenarios (best/worst case situations) must stay within a given 20 percentage range, and/or the range which is to be calculated by the Regional Platform. In any event, a narrative explanation shall be provided by each National/Sub-regional Platform in its narrative to contextualize and elaborate on the planning scenarios the underscore each population projection within the range approach..

The population projection process will be achieved in two phases:

- An initial preliminary population projection is requested at the national level (with only the population type breakdowns, i.e., pendular, transit, in destination, returnees); and
- At the regional level, IMs will analyze and review the figures, in line with the different national planning scenarios and assumptions. Based on corresponding feedback from the Regional Platform Coordination Team, more detailed population projections, including the full age and gender breakdown, will be required from each National/Sub-regional Platform.

2. PiN:

Type	Mandatory	
Population Groups	Refugees and migrants in Destination + Refugees and migrants in Transit + Host Communities	In the RMRP document, the absolute PiN figures for YEAR 2 will be calculated based on the Status Quo (Current situation/Similar trends) population projection figure.
Age and Gender	Same as year ONE	
Administrative Level	Country Level	
Sector Level	Regional Sector Structure**	

Like for the population projections, the planning assumption survey should be considered when assessing the year 2 PiN for each sector, as the anticipated evolution might differ from one another.

Based on the findings of the RMNA for year TWO (to be implemented in 2023), the PiNs for year TWO may be revised as part of the aforementioned revision/update process in 2023.

Population groups subject to the RMNA and RMRP

Like in previous years, all National and Sub-regional Platforms shall collect and report on the following population groups:

Refugees and migrants from Venezuela: **refugees, migrants, asylum-seekers, stateless persons, third-country nationals, and returnees from Venezuela, irrespective of their asylum or migratory status in the respective host country. As such, in addition to those in a country of destination, also included in this group are those engaged in pendular movements, those in transit, without distinction and without discrimination. This figure should be calculated to avoid the duplication that one or more of these subgroups can generate at regional level.**

- **Pendular: temporary and usually repeated population movements, which may represent a movement pattern between Venezuela and a neighbouring country.**
- **In-Transit: individuals who are transiting through a country prior to entering their intended country of destination. These may be new departures from Venezuela or persons moving from a host country to a new one and transiting through a country in which they receive any form of assistance. This may also include those who are transiting from a host country towards their country of origin (Venezuela), via another host country.**

NOTE: To avoid duplications, the figures for the in-transit population will be used only at national level and not at the regional level. Once these populations reach their intended destination and are no longer in transit, please include them in the “in destination” statistics.

- **In destination: Individuals who have left their usual place of residence with the intention to remain in a host country.**
- **Returnees: individuals who were refugees or migrants in Venezuela and left Venezuela in order to return to their country of origin (another country other than Venezuela). This does not include Venezuelan refugees and migrants returning to Venezuela.**
- **Affected Host Community: Local population affected by the arrival and presence of refugees and migrants.**

The needs of the different population groups, where present in a country, should be reflected in the respective national/sub-regional chapters of the RMNA and RMRP. This should consist of a narrative and, wherever possible, quantification and related evidence of the needs of the respective groups in the national/sub-regional chapters (see “RMNA 2022 Narratives” and “RMRP 2023-2024 Narratives” sections).

Gender and age disaggregation subject to this RMRP

For the RMRP 2023-2024 it is required to include the usual gender and age disaggregation at all planning steps (population projections, PiN, people targeted) for Year ONE (2023). Countries and sectors are responsible for choosing the disaggregation they consider best reflects their population profiles. In case a country does not have available data, it is recommended to use demographic assumptions of regional figures based on the average male-female disaggregation estimation of the countries that do have them.

NOTE: The minimum requirements for gender and age disaggregation will be: female children under age 18; male children under age 18; female adults equal to or over age 18; male adults equal to or over age 18

RMNA (Regional Refugee and Migrant Needs Analysis)

As part of the strategy to ensure visibility of the situation of refugees and migrants from Venezuela, to enhance a common situational understanding, and taking into consideration the globally limited amount of resources and prevalence of other humanitarian emergencies, in 2022 the Platform will launch a distinct regional Needs Analysis (September) in addition to the regional Response Plan (December). This strategic action allows for a greater impact on:

- i. Planning processes of partner organizations and other strategic partners, on the basis of the needs identified through assessments coordinated and/or implemented by the R4V Platform, both at local, national and regional levels;
- ii. Improving the evidence-based nature of partners' submissions to the 2023-2024 multi-year planning process;
- iii. Ensuring the identification and visibility of prevailing gaps in the response and protection of refugees and migrants, especially in relation to emerging risks and needs;
- iv. Promoting the adaptation of proposals and activities of all partners to the needs of the population; for improved impact and response; and
- v. Mobilizing, in advance, resources for the response phase (the RMRP) through the advance identification of needs (in the RMNA).

To achieve these results, National and Sub-Regional Platforms and the Regional Sectors will advance their information-gathering and analysis processes with the technical and strategic support of the Regional Platform. Understanding that the operational capacities of the sub-regional platforms are different from those of the national platforms, the technical Information Management (IM) and Reporting teams of the Regional Platform will support the process of identifying the minimum criteria required for flexible and reliable data collection (both primary and secondary), analysis, and synthesis (in the form of the quantitative and qualitative inputs to be provided to the Regional Platform to produce the RMNA, including narratives and data).

The first Regional Refugee and Migrant Needs Analysis (RMNA) will be launched and disseminated in September 2022, and will be an opportunity for donor mobilization, strategic dialogue and visibility on the situation in the countries covered by the R4V Platform.

There will also be an RMNA carried out and published in September 2023, under largely the same procedures, in order to inform the "light" revision of the RMRP for calendar year 2024 (which will be released in December 2023).

NEEDS ASSESSMENT AND ANALYSIS IN THE CONTEXT OF THE RMNA

Assessing the needs of refugees and migrants and the other population groups of interest is a key requirement for each national/sub-regional and regional chapter of the RMNA. For the purposes of the RMNA, this document gives guidance and provides specific resources on how to define information needs and collect the required information, to later analyze the resulting information during joint analysis sessions with R4V partners.

Defining information needs - The analytical framework

Information needs can be detailed and structured in different manners; a common method is to use an analytical framework. This method helps to track which data needs to be collected and how to analyze it. The figure below shows the analytical framework used by the R4V Platform. This inter-sectoral framework is a regional adaptation of the IASC-endorsed MIRA framework and complements sector-specific analytical frameworks.

Figure 2.2- Analytical framework ([Joint Needs Assessment Manual](#))

CONTEXT						
Environment	Security	Socio-Cultural	Economic	Legal Framework	Political	Demographic
EVENT/CRISIS						
Type and characteristics		Aggravating factors			Pre-existing vulnerabilities	
DISPLACEMENT/MIGRATION						
Displacement/ migration profiles		Push factors			Intentions	
HUMANITARIAN ACCESS						
Beneficiary assistance		Assistance beneficiaries			Physical restriction	
SUSTAINABLE SOLUTIONS						
SECTORS						
Education, Food Security, Health, Humanitarian Transportation, Integration, Nutrition, Protection, Shelter, WASH						
HUMANITARIAN CONDITIONS			RESPONSE AND CAPACITY			
Access to basic services and goods	Physical and mental wellbeing	Coping mechanisms	Affected population perspective	Local / national government	Local / international cooperation	Host communities
Groups with Specific needs	Risks and new or aggravated vulnerabilities					

Resources with examples of how to identify information needs:

- [Example of tools to jointly map information needs, information available and main gaps](#)
- [Joint Needs Assessment Manual \(in Spanish\)](#)
- [Guidance for assessments in protracted crises](#)
- [UNHCR Information Management Toolkit \(Minimum Sector data on environment\)](#)

Resources on how to integrate gender and age aspects in joint needs assessments:

- [Guidance Note: How to promote gender equality through impartial and joint needs assessments \(English\)](#)
- [Guide on gender in rapid needs assessments \(Spanish\)](#)
- [Ten key points on gender in rapid needs assessment \(Spanish\)](#)

Secondary Data Review (SDR)

Secondary data is defined as information that has been collected, sometimes analyzed, and disseminated by different actors. This information could originate from humanitarian and development partners, governments, academia, media outlets and the private sector. Reviewing this information is an essential component of all data collection exercises as it avoids duplication of efforts, saves time and resources, and improves impartial and harmonized data. It can provide information that cannot be collected firsthand and facilitates a much broader understanding than that which primary data collection may be able to provide.

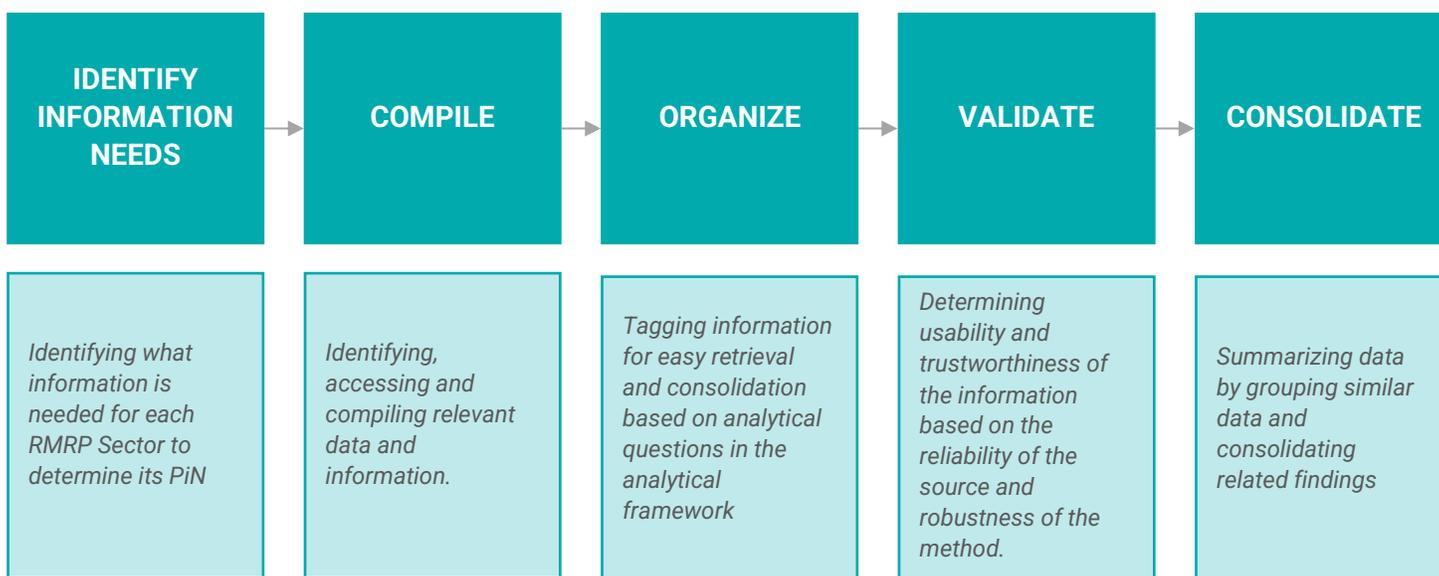
Sources can vary and can include situation reports, needs assessments, media and official statements. Among others, one of the primary outputs of the secondary data review can be an estimate of the number of people in need per sector, in a given geographic location.

The benefits of running this exercise include:

- Establishing an understanding of priority needs from an integrated perspective
- Increasing the efficiency of resource allocation
- Promoting a shared and comprehensive vision of needs and priorities
- Ensuring consistency between and within clusters/sectors
- Better guiding donor funding
- Reducing duplication of efforts
- Minimizing beneficiary "assessment fatigue"
- Promoting inter-agency learning
- Supporting shared monitoring processes
- Encouraging coordination during the response.

As such, the secondary data review (SDR) is an essential tool of any coordination forum and a necessary step in any needs assessment process.

Figure 3 - SDR Steps



Step 1. Identify Information Needs

Bring together a group of sectoral experts, context experts, IMs, etc, in order to define the objective and scope of your analysis. For instance, to define what information is needed for PiNs and targets it would be important to agree on what information/indicators are needed for each RMRP Sector to be able to determine its PiN.

Agree on:

- Geographical areas of focus - specific administrative areas (e.g., admin 1, admin 2), locations (e.g., checkpoints, collective centers), or settings (e.g., urban/rural)
- Themes/sectors
- Population characteristics*
- Time period covered

Tip:

*The population characteristics can include different affected groups (e.g., returnees, affected host communities), vulnerable groups (e.g., older persons, disabled persons), socio-economic groups (street vendors, daily wage workers), diversity groups (e.g., religious minorities, ethnic minorities, LGBTQI+), gender and age groups (e.g., men/women/boys/girls).

Step 2. Compile

Compile secondary data sources³ such as organizational reports, government reports, media articles, academic articles etc., related to the situation of refugees and migrants from Venezuela and host communities for all the different sectors and all geographical locations where refugees and migrants are located, where possible. These inputs from secondary data sources should respond to the information needs identified in step 1. An [assessment registry](#) should provide a list of data collection exercises which are context-specific.

Step 3. Organize

The next step is to identify and organize the most relevant content from all data sources collected. It is recommended to complement the existing regional assessment registry using a systematized way of labelling pieces of information and storing these in a tagging database (see below example).

Source	Date	Geographic area	Narrative	Sector	Sub-theme	Reliability	Confidentiality
Ministry of Health	November 2019	Arauca department (Colombia)	In 2019, 348 refugees and migrants (52% men and 48% women) received primary health care.	Health	Primary health Gender	Reliable	Open

³ With regards to transversal topics such as the environment, please consider the following: to assess relevant environmental issues in a geographic area, consider using the “environmental sensitivity” module of the NEAT+ assessment tool. Environmental issues in a geographic area can inform the viability of proposed interventions, their possible environmental impact and the social stresses due to the competition for ecosystem services or environmental resources in a given area. This may also point to areas where an intervention may generate environmental benefits and therefore facilitate integration of refugees and migrants and peaceful coexistence. Relevant baseline data may include reports on environmental degradation, local livelihoods strategies used by the local population or refugees and migrants, water quality data and sanitation data, etc. Further guidance is available on the [key resources page](#) of the RMRP 2022, under the section for environment.

Step 4. Validate

After all information has been systematized, select the information that is most useable and trustworthy based on the following criteria:

- **Relevancy:** Does the information cover the geographic area, topic, population group, time period of interest?
- **Granularity:** Does the information provide the level of detail required?
- **Comparability:** Does the information allow for comparison with other datasets important to your review?
- **Reliability:** Looking at the source of the information and the method used to collect the information, is the information reliable? Be wary of including data that comes without a detailed description of the methodology and questionnaire.

Reliability level	Track record accuracy		Motivation for bias
	Expertise		
1. Reliable	Yes	Yes	No
2. Fairly reliable	Yes	No	No
3. Fairly unreliable	No	No	Possible
4. Unreliable	No	No	Yes
0. Cannot be judged			

Step 5. Consolidate

Once all relevant information is tagged, structured, and stored, synthesize the selected quantitative and qualitative data.

- **Consolidate the information by summarizing findings by geographical area, population groups of interest, and/or topics.**

Tip:

Start with describing the largest, most reliable datasets, by providing an overview of the general situation. Afterwards look for more detail.

In case of inconsistent or conflicting information, there are two options:

- Only include the most reliable and useful information.
- Include all information and explain possible reasons for the divergence between findings.

- **Provide comparisons, using the pre-defined categories of analysis. How do the findings differ, for instance, between sites, population groups or over time?**
- **Use common emergency standards (e.g. Sphere standards, WASH Standards, Gender Standards, etc.), to put findings into perspective.**

Tip:

In case of absence of gender-balanced information and/or underrepresentation of certain gender or age groups, consider:

- Consult national and local gender, women's and children's affairs mechanisms, observatories, and organizations that work specifically with women, children and/or LGBTQI+ populations.
- Identify gender and age information gaps.

Below is an example of what an SDR analysis can look like:

Issue	Sector / Theme	Education	Health	Health
	Analytical topic	Access to Education	Health Infrastructure capacity to meet an increase in demand	Access to Health Services
Indicator	Indicator	Net Attendance Rate - proportion of school aged boys and girls not attending school	Average number of health personnel and hospital beds per population in X, Y and Z neighbourhoods. Hospitals reporting insufficient capacity and resources to meet demand in neighbourhoods X, Y and Z.	Number of migrants with health insurance
	Type of indicator (Direct or Proxy)	Direct	Direct	Proxy
	Data Source	Ministry of Education	Ministry of Health	R4V Household Survey
	Data Type (Primary, secondary)	Secondary	Secondary	Primary
	Status (Exists, To Be Collect)	Exists	Exists	To be collected
	Date and/or Collection Period	Jun-20	Dec-20	Planned for June 2021

	Reliability	Very reliable	Very reliable	Somewhat reliable
Categories of analysis / disaggregation	Geography (National level, departmental, etc)	National	Department	Departments A, B and C
	Population (Host Community/In Destination/In Transit, age/gender, etc)	Host Community, by age and gender (boys and girls under 18)	NA	In Destination
Prioritisation	Is there a Gap?	No	Yes - no access to the data	No
	Justification (Why we need the info)	PiN	Sectorial Stragety & PiN	PiN
	Use of the data (Who will use the info and how)	Education Sector	Health Sector	Health Sector
	Prioritisation Level	High	Medium	High
	Solution for the Gap	NA	Request access	NA
	Comment			

For more information on how to conduct secondary data reviews:

- [R4V, Manual de Evaluación de necesidades](#)
- [Example Secondary Data Analysis: Perú](#)
- [Guidance Note: How to promote gender equality through impartial and joint needs assessments \(English\)](#)
- [Guide on gender in rapid needs assessments \(Tool 2. Reference Guide for gender secondary data; Spanish\).](#)
- [Excel Template for Secondary Data Review Mapping \[ENG\] \[ESP\]](#)
- [UNHCR, Secondary Data Review Guidance](#)

Primary data collection

Where the secondary data review identifies large information gaps in specific thematic or geographic areas or for specific sub-demographics of the population of refugees and migrants (such as women, children, etc) a joint primary data collection is recommended to fill priority information gaps and to capture the perspectives on the priorities as expressed by the different population groups.

Primary data collection should only be undertaken if enough resources, including time and expertise, are available to create reliable and useful estimates of the population of interest. In primary data collection, consider assigning a specific role to a member of the assessment team to ensure that the cross-cutting themes – gender, PSEA, AAP, centrality of protection and environment – are addressed in assessment tools, consultations, and data collection.

Tip:

In primary data collection, when there is not enough time or resources to complete a full round of individual/household surveys, consider alternatives such as key informant interviews or focus group discussions. These may provide valuable information to cover important information gaps identified during the secondary data review.

For more information on how to conduct a primary data collection exercise:

- [Manual para la implementación de evaluaciones de necesidades conjuntas](#)
- [ACAPS – ECB: The Good Enough Guide for Needs Assessments](#)
- [REACH SOPs for Data Collection during COVID-19](#)
- [Example Remote Household Survey: Ecuador](#)
- [Example Remote Household Survey: Colombia](#)
- [Nexus Environmental Assessment Tool](#)
- [CARE. Gender in Emergencies Guidance Note: Using the Rapid Gender Analysis Assessment Tools](#)
- [IASC. Gender Analysis. The Gender Handbook for Humanitarian Action \(Guideline\).](#)

Joint Needs Assessments (JNA)

Once all data has been consolidated, analyze the available data by:

- Explaining relationships between concerns/needs of the population groups, looking at possible cause-and-effect and underlying factors;⁴
- Interpreting the findings by prioritizing geographical areas, gender and age groups, and needs based on an assessment of severity or scope; and
- Anticipating what might happen next by looking at the likely evolution over time.

Analysis is better done in groups. A joint analysis session with subject-matter experts from different backgrounds and representatives of the affected population is an effective way to review the findings, select what is surprising and draw main conclusions.

NOTE: Owing to the subject matters, it is recommended that needs analyses are conducted within the established sector structures.

The data analysis process consists of three main phases and should be conducted by each thematic country-level Sector (or a combination of Sectors):

Phase 1: Preparation

- **Select facilitator/s.**
- **Design the session (see [here](#) for an example of the agenda).**
- **Select and invite participants ensuring adequate representation from organizations forming part of the thematic Sector concerned, including UN agencies, NGOs, faith-based and other organizations as deemed appropriate. To the extent possible, ensure equal participation of different gender and age groups as well as the inclusion of women and LGBTIQ+ organizations.**

Phase 2: Conduct the joint analysis workshop

- **Ensure the objectives and key outcomes are understood by all participants.**
- **Discuss the initial analysis and explain the findings.**
- **Prepare different sessions and allow time for sub-groups to discuss and report back to the plenary.**
- **Establish key decision points on the needs that should be reflected in the RMNA country/sub-regional/sector chapter.**

Phase 3: After the session

- **Disseminate the workshop report among members of the National /Sub-regional Platform.**

⁴ Including environmental factors potentially worsening humanitarian needs. In the present case, the main issues are likely to include: a) how the mass movement of people affects the environment and, as a consequence, resilience and peaceful coexistence; b) how coping strategies adopted can positively or negatively affect the environment (and therefore future resilience, integration and peaceful coexistence); and c) the environmental impacts of the response and how these may affect resilience and peaceful coexistence.

Key change for 2022: All the results of the workshop will constitute the architecture of the RMNA in terms of analysis and PiN calculation by sectors and National Platforms. It is therefore key that a Joint Analysis Workshop takes place in time.

For more information on how to conduct joint analysis sessions:

- [R4V. Joint Needs Assessment and Gender Analysis.](#)
- [Example agenda for Joint Analysis Session](#)
- [Example Joint Needs Analysis questionnaire](#)
- [Example Guidance for carrying out focal groups with adults and young women \(Guide on gender in rapid needs assessments; Spanish\)](#)
- [UNHCR, Practical Guidance Joint Analysis](#)

PiN for RMNA (only)

As in previous RMRP processes, each National and Sub-regional Platform (and its Sectors) is to calculate its PiNs using information on the sector indicators (following regional sector structure) obtained during the Secondary Data Review (SDR) and the Joint Needs Assessment (JNA) process.

Key change for 2022: **For the RMNA, since the purpose of this document is to describe the current needs in each county and sector, and because the population projection for subsequent years will be not available, the PiN will be applied to the current stock figure (only the population in-destination).**

Key change for 2022: At the RMNA stage, the PiN will be requested in percentage and not as an absolute value, so as to be able to apply the same percentage on the population projection part of the RMRP.

Please refer to the Annex X on the PiN methodologies and templates.

RMNA 2022 NARRATIVES

This section is intended to provide instruction on how to develop the narratives for the RMNA 2022, and applies to National and Sub-regional Platforms – including National/Sub-Regional Sectors – and Regional Sectors. Templates are provided below for the (1) National and Sub-Regional Chapters, and the (2) Regional Sector Chapters. Each template includes specific guidance on the content to include under each section, and the word count per section. It is compulsory to follow this guidance and to use the provided template.

In addition to the narratives, each chapter in the RMNA will have an infographic developed by the Regional Platform showing the relevant PiNs (in percentages of current stock in-destination populations). For any additional tables or infographics that the National or Sub-regional Platform or Regional Sector would like to include in their chapter, to visualize key findings from their JNAs, the respective platform or sector should provide a table in Excel with the data, and the Regional Platform design team will create the corresponding infographics. These Excel tables should be submitted at the same time as the narratives, or at the absolute latest, by the time of the submission of the PiNs. Such additional infographics are optional, not mandatory. They should also be limited to those infographics that visualize key results of the JNAs performed (usually showing primary data obtained through joint exercises and analysis by R4V, rather than secondary data to be attributed to specific agencies, governments or other sources).

Sections on needs analysis in both the National/Sub-regional Platforms chapters and the Regional Sectors chapters must include data from needs assessments, especially joint needs assessments conducted by the

relevant platform(s). Hyperlinks or footnotes must be used to indicate the source(s) of any data cited in the narrative. If there is no primary data collection exercise organized by a given National/Sub-regional Platform, that Platform must at a minimum perform a Secondary Data Review (SDR) and a joint analysis workshop as part of their Joint Needs Assessment (JNA). Citations to the findings of the SDRs/JNAs that are not based on a primary data collection exercise, should include a reference to the original source of the information (for example, whether an agency or government report, academic or media publication, etc.). Any sources available online should include hyperlinks to the publication URL. If no publication of the findings of a JNA is available at the time of drafting the RMNA narrative, citations should clearly and consistently indicate the source of the data referenced.

Please use [Chicago Style](#) for footnotes and include a URL with a hyperlink for any source published online.

In terms of available sources, it is preferable to cite to the results of primary data collection exercises performed jointly (inter-agency) by R4V platforms within the same calendar year as the publication (in this case, 2022). Nevertheless, if / when such information is not available, other sources of data may be used. Please consult the sections herein on SDRs for information on how to choose which sources are most reliable / which to cite to.

Please read each template below carefully and in detail for relevant instructions, including on word count.

All narrative submissions to the Regional Platform must be in English, and the revision process will be conducted on the narrative version in English. Nevertheless, if National or Sub-Regional Platforms or Regional Sectors wish to also simultaneously develop their narratives in either Spanish or Portuguese, they may choose to do so and make any edits made on the official English version also to their Spanish or Portuguese versions. To speed up the process of translating the final English document into Spanish and Portuguese, National or Sub-Regional Platforms or Regional Sectors can then share their unofficial translations with the Regional Platform.

Additional narrative guidance for National/Sub-Regional Platforms and their Sectors:

- Apply the layout and template provided below, with specified word count. This includes the word count limit for the main text, as well as the word count limit for footnotes. Where Platforms/Sectors do not adhere to the word count, the reviewing Platform may shorten the narrative (either at the national/sub-regional level, or at the regional level). It is recommended for the National/Sub-Regional Platform to make the choice on what to include in their chapter (by adhering to the word count) rather than to cede that choice to the Regional Platform (by exceeding the word count, which will result in edits and deletions).
- Separate chapters for each sector and sub-sector must be provided, based on the Regional Sector structure (not the national structure; e.g. no “Multi-Sector” chapters). This corresponds to the requirement for a separate PIN per Sector. Similarly, where two or more sectors, e.g. a Food Security Sector and a Nutrition Sector are coordinated under the same national ‘sector grouping’, a separate and distinct chapter needs to be submitted for each Sector, matching the Regional Sector structure.
- National/sub-regional coordination teams must be involved in national sector chapter development as well as national sectors themselves for quality control and support.
- Refer to the regional R4V Glossary for agreed terminology in Spanish, English and Portuguese.
- Refer to the regional RMRP Results Framework and objectives (available on the [key resources page](#)) for guidance on strategic planning linked to the elaboration of the RMNA and RMRP, including conducting SDRs, primary data collection exercises, and joint analysis workshops as part of a JNA.

- The chapter and sector sections must be shared with the regional platform in one single Word document in an editable format.
- Depending on the quality of the narratives received, National and Sub-regional Platforms can expect multiple rounds of revision for quality control and content improvement. The revision period will be between the date of submission of the chapters and the finalization of the narrative (starting 15 July - end-August).

Specific guidance for Sub-Regional Platforms:

- As much as possible, please synthesize information from all countries in the sub-region. This does not mean not to mention specific countries: to the contrary, it will be necessary to note differences in the needs identified across countries. We recommend, however, to structure the paragraphs by theme, and within each theme, refer to each country as appropriate. For example, one paragraph may discuss the needs of refugees and migrants in an irregular situation, and mention differences across countries due to their varying laws and procedures. This is as opposed to writing separate paragraphs for each country.
- Sub-Regional Platforms may have more limited information on needs for some sectors and sub-sectors than others. Those sectors or sub-sectors may not need to use their full allotted word limit. The Sub-Regional Platform may decide to distribute the word limit among sectors in a way that gives additional space to those sectors or sub-sectors that have more extensive data available on needs in a greater number of countries in the sub-region, and less space to those with more limited relevant data from a fewer number of countries. Nevertheless, this does not mean that countries for which there is less data available, should simply be left out of the narrative. Ideally there will be some information that can be included from each country covered in a given sub-region. What is important is to (1) keep to the total word limit overall for the Sub-Regional Platform chapter, even if there is variation across sectors, and (2) to have narratives that appear balanced, in terms of the amount of space used to identify needs in a given number of countries within sectors.
- See the templates that follow for additional specific guidance for Sub-Regional Platforms.

Additional narrative guidance for Regional Sectors/Sub-sectors:

- Each Regional Sector/Sub-sector narrative should be as inclusive as possible of the needs identified for refugees and migrants in-destination and in-transit throughout the area of geographic coverage of the 17 countries of the RMRP (or, at least, all those countries in which the sector or sub-sector included activities in the last RMRP). Although there will usually be more information available from JNAs conducted in those countries with larger populations of Venezuelans (particularly Colombia, Ecuador, Peru, Chile and Brazil) an effort should be made to discuss needs throughout the region. The narrative should be structured thematically (for example, by the three main needs identified through assessments) and can then provide examples from specific country or sub-regional R4V assessments or from other data sources. Other data sources may include any assessments conducted by the regional Sector itself, if available, although not a requirement, as regional sectors may differ in their capacities and timelines to carry out such assessments.
- Sections on needs analysis must include data from country-level needs assessments. Sectors should use joint needs assessments conducted by the national and sub-regional platforms, whenever possible, and may also draw on any regional-level assessments and analysis performed by the regional sector itself (where available). When such information is not available or does not include information relevant

for the particular Sector or Sub-sector, especially for countries covered by Sub-regional Platforms (in the Caribbean, Southern Cone, Central America and Mexico) see the guidance above / herein on which data sources to use. Sources that include countries not covered by the RMRP should generally not be cited (for example, surveys that include the population within Venezuela, or in countries in Central America other than Costa Rica and Panama, that cannot be separated out from findings within RMRP countries) although there may be some exceptions (for example, if the only information available on needs in a given sector / geographic area come from regional surveys including countries not covered by the RMRP).

- Refer to the regional R4V glossary for agreed terminology in Spanish, English and Portuguese.
- Sectors must use the layout and template provided, with specified word count. This includes the word count limit for the main text, as well as the word count limit for footnotes. Where Regional Sectors/Sub-sectors do not adhere to the word count, the Regional Platform will shorten the narrative through edits and deletions.
- Depending on the quality of the narratives received, sectors can expect multiple rounds of revision for quality control and content improvement.
- Those draft National and Sub-regional Platform chapters available on time will be shared with Regional Sectors/Sub-sectors for their information and consideration while drafting their own chapters.

NARRATIVE CHAPTER TEMPLATES FOR THE RMNA 2022

NOTE: Noting the three different language zones covered by the RMRP, the submissions must be in English. Please use Calibri 11 as the font/size of the text in the template.

NATIONAL/SUB-REGIONAL CHAPTER TEMPLATE (max 6,500 words total for National Platforms / max 7,700 words total for Sub-Regional Platforms)*

*While word limits do not include footnotes, text in footnotes may be only 20% of the total word limit. There is a limit of 1,300 words in footnotes for National Platforms and 1,540 for Sub-Regional Platforms.

<p>I. OVERVIEW National /Sub-Regional Needs Identified (National Platforms: 500 words / Sub-Regional Platforms: 750 words)</p>
<p>Summary findings of joint needs assessment and analysis:</p> <ul style="list-style-type: none"> • Briefly note the methodologies used to identify needs. Include sample size, geographic location, characteristics of the population assessed (for ex. in transit; in destination; including – or not including – host communities; Venezuelans already supported by R4V partners; etc) and types of outreach (in-person interviews, phone surveys, etc). Same instructions apply for Platforms relying mainly on secondary data review (SDR) for needs assessments. • Describe the main needs identified. These may include: <ol style="list-style-type: none"> a) specific needs for different sub-groups of the affected population (with reference to age, gender, diversity, documentation status, and other relevant characteristics); and b) needs that vary according to sub-geographic areas (for example, along border regions, in urban vs. rural areas, in different countries of the sub-region, etc). • Sources for findings should be reflected in footnotes/hyperlinks.

II. NATIONAL/SUB-REGIONAL SECTORS

(National Platforms: 300-500 words per sector and sub-sector, for each of 9 sectors plus 3 sub-sectors⁵ = max 6,000 words. Sub-regional Platforms: 400-600 words per sector and sub-sector = max 7,200 words)

1. Education
2. Food Security
3. Health
4. Humanitarian Transportation
5. Integration
6. Nutrition
7. Protection
 - a. Child Protection
 - b. GBV
 - c. Human Trafficking & Smuggling
8. Shelter
9. WASH

Priority Needs:

(300-500 words per sector for National Platforms / 400-600 words per sector for Sub-regional Platforms)

For each sector, briefly summarize the three main priority needs for refugees and migrants in that sector.

Please note:

- Needs should be based on data and findings from needs assessments.
- Three priority needs could differ according to demographic characteristics of the population (for example, recently arrived vs. in the country for a year or more; in transit vs. in destination; specific subgroups, such as single-parent households, women and girls, indigenous persons) and also geographic characteristics (for example, by country of the sub-region; border vs. urban) etc.
- The narrative should be inclusive of the needs of particularly vulnerable groups, and also, use data to identify who those particularly vulnerable groups are. For example, use data to show which groups are particularly impacted by a given rights violation (for example, GBV or human trafficking) or lack of access to services (for example, lack of access to adequate WASH services).
- Text should focus on needs identified, not on planned response activities or modalities (those will feature in the RMRP).
- Linked to the above, needs should be framed from the point of view of refugees and migrants, not the Sector. For example, if framed from the point of view of the Sector, there may be an identified need to train local authorities (which is also part of the response) but if framed from the point of view of refugees and migrants, there may be a need for equal access without discrimination to social protection programs (the training of authorities is one possible response to the need identified).
- Sources for findings should be reflected in footnotes.

REGIONAL SECTOR/SUB-SECTOR CHAPTER TEMPLATE (max 500 words total)**

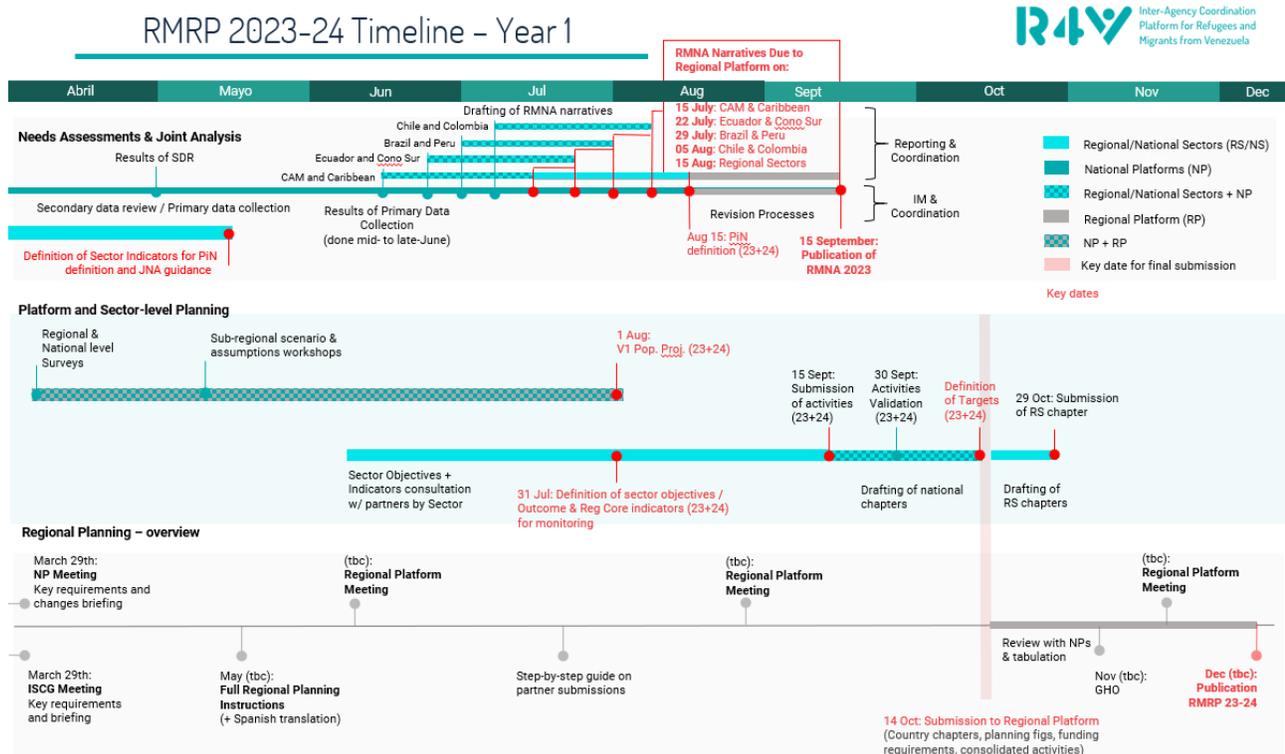
***While word limits do not include footnotes, any text in footnotes may be only 20% of the total word limit. There is a limit of 100 words in footnotes for Regional Sectors.*

⁵ For the three Sub-sectors of the Protection Sector, it is advised to make use of a common narrative describing the overarching protection environment, and to avoid duplications for each Sub-sector narrative.

Priority Needs: (500 words per sector) Briefly summarize the three main priority needs for refugees and migrants in that sector across the region, using data from needs assessments. Please note:

- The narrative should be inclusive of all countries where the Sector is carrying out activities with refugees and migrants, normally all 17 countries of the RMRP. Priority needs identified may differ across countries and regions (for example, Caribbean vs. Southern Cone vs. Colombia). The narrative should identify important trends and priorities overall, while giving specific examples from countries, being as inclusive as possible.
- Needs may also differ based on demographic characteristics of the population (for example, recently arrived vs. in the country for a year or more; in transit vs. in destination; in an irregular status vs. regularized and documented; gender and age; and specific subgroups, such as single-parent households, women and girls, indigenous persons, etc).
- The narrative should be inclusive of the needs of particularly vulnerable groups, and also, use data to identify who those particularly vulnerable groups are. For example, use data to show which groups are particularly impacted by a given rights violation (for example, GBV or human trafficking) or lack of access to services (for example, inadequate WASH).
- Text should focus on needs identified, not on planned response activities or modalities.
- Linked to the above, needs should be framed from the point of view of refugees and migrants, not the sector. For example, if framed from the point of view of the sector, there may be a need to train local authorities (which is also part of the response) but if framed from the point of view of refugees and migrants, there may be a need for equal access without discrimination to social protection programs (the training of authorities is one possible response to the need identified).
- Sources for findings should be reflected in footnotes/hyperlinks.

RMNA 2022 KEY DATES



RMRP 2023-2024

The decision to move from an annual to multi-year response planning follows broad and inclusive consultations among stakeholders across the region, in particular with affected refugee and migrant communities, host governments and the donor community. Given the continued commitment of the R4V Platform and its partners to enhance integration and cohesion aspects of the R4V response, multiyear planning supports such common longer-term inclusion and integration approaches and visions of all stakeholders.

REGIONAL & NATIONAL PLANNING ASSUMPTIONS AND SCENARIOS

This year, the formulation of regional planning assumptions will follow these main steps:

1. National, Sub-Regional and Regional Platform stakeholders (incl. appealing organizations, donor community, refugee- and migrant-led organizations) complete a survey on national planning assumptions [June 2022].
2. General results, key regional planning assumptions and the methodology used will be shared with National and Sub-regional Platforms and Regional Sectors as soon as they are available (early July 2022). They will also be presented at the plenary meeting of the Regional Platform. The results of the survey will be published on R4V.info. [August 2022]
3. Based on the regionally agreed planning assumptions, each National and Sub-Regional Platform's Coordination team will develop more detailed national planning scenarios and population projections with its R4V partners and host governments at the country and sub-regional level (see hereto also the "Population Projections" section below). The inclusion this year of the Sectoral Needs section will support the development of the 'range approach' for the PiN of year TWO (2024).

POPULATION PROJECTIONS

Projecting the total number of refugees and migrants from Venezuela until December 2024 is a key requirement for each national/sub-regional chapter and sector of the RMNA and the RMRP. This crucial baseline data informs the estimation of the number of people in need (PiN).

No key change for 2023.

Key Change for 2024: RANGE APPROACH.

Given challenges of projecting populations over two years, the year TWO (2024) will be based on a range approach (Worst Case, Status Quo (Current situation/Similar trends) and Best Case). This will be informed by the year ONE projection and the planning assumptions results.

As an additional step aimed to improve the quality of the methodology and more detailed calculations, population projections will be disaggregated by age and gender at the admin1 level (exceptions: Caribbean and CAM are not required to reach admin 1 level disaggregation). This change will be reflected in all the subsequent planning stages of the RMRP 2022. In addition, the whole process will be achieved in 2-phases:

1. An initial preliminary population projection is required at the national level (with only the population type breakdowns, i.e., pendular, in-transit, in-destination, returnees); and,
2. At the regional level, IMs will analyse and review the figures, in line with the different national planning scenarios and assumptions and regional coherence. Based on corresponding feedback from the Regional Platform Coordination Team, more detailed population projections, including the full age and gender breakdown, will be required from each National/Sub-regional Platform.

Given the geographic scope and numerical scale of the outflow from Venezuela and the related political dynamics, a single/common registration system is not available to provide more accurate figures or trends of arrivals in the 17 host countries subject to this Response Plan.

Similar to previous RMRPs, the below steps outline the minimum methodological considerations to be followed by National/Sub-regional Platforms when estimating the total number of refugees and migrants by December 2024 and 2024, respectively. While recognizing that host states have scaled-up their respective national responses, some with new registration systems, other quantifiable factors may be incorporated in the formula to lead to a more accurate estimation. Prior to the onset of the COVID-19 pandemic, most countries in the region appeared to be on target to meet the projections made using this method during the RMRP 2020 planning. Some adjustments are needed taking into consideration the COVID-19 situation, related movement restrictions put in place by host governments to curb the spread of the pandemic, and subsequent rising irregular flows.

Common agreement on the overall planning assumptions is a prerequisite. For the purposes of population projections some of these could include:

- Increases or decreases in entries and/or exits after a certain time period.
- Changes to return movements from a certain future date.
- Increase in re-entries of previously returned refugees and migrants.
- Increase or decrease in pendular movements.
- Entries and exits will continue at a continuous rate until a certain time period.

NOTE: Since most new entries in countries are from overland routes from populations in-transit, close collaboration with neighboring Platforms is essential to ensure cohesion between overall projections.

In previous years, the migratory balance⁶ over a certain time period (normally one to three months) was multiplied out to December of the planning year, e.g.: average migratory balance of July to September, multiplied by five (Oct-Dec and four quarters in the following year). This can still serve as the core methodology and the percentage increase or decrease values based on the planning assumptions can be used to adjust the result.

Country X

18,900

X

5

=

94,500

Proj. migratory balance
(Oct-Dec 2022 + Jan-Dec 2023)

Proj. cumulative migratory balance
(Oct 2022 to Dec 2023)

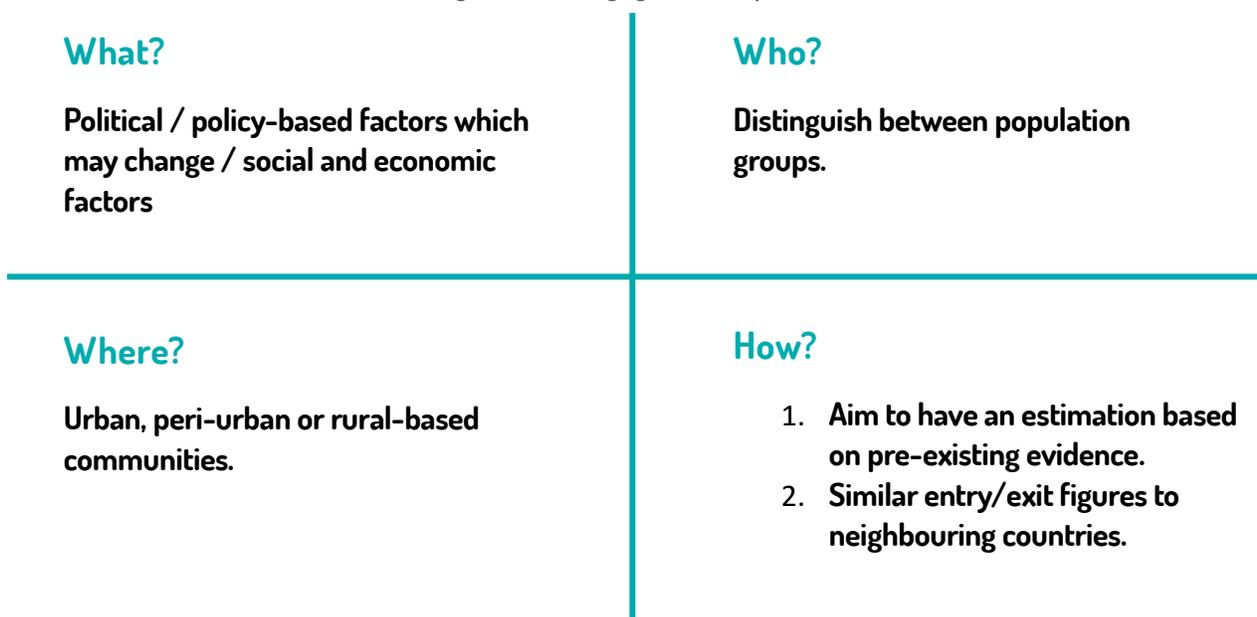
⁶ Migratory balance is calculated by subtracting the number of exits from entries.

Population projections are by nature a sensitive matter and therefore must be discussed with the competent authorities in the host government. The development of national population projections, including the methodology used, shall be documented by each National/Sub-Regional Platform.

Platforms shall provide a sex-age disaggregation of their national population projections. This should be based on the aggregation of sex-age disaggregated data (SADD) from registration systems, e.g. people with residencies, asylum-seekers and other visa types. Sex-age disaggregated data from flow movements (entries and exits) should be avoided. Such data does not adequately represent the in-destination population settled in a certain country.

Platforms shall develop the admin 1 level population disaggregation of their national population projections. This should be based on government registration statistics, Joint Needs Assessments (JNA), evaluations, surveys or a mixed methodology from among the previous sources.

Figure 3 - Planning figures assumptions



Population projections: Overall steps

- Engage with the competent national authorities with the aim to achieve agreement on the projected population estimates and relating methodology.
- A review of the various assumptions and priorities underpinning the RMRP (including those of the host authorities) will assist in identifying any other criteria which may alter population projections for the remainder of 2022 and 2023 (e.g. the availability of regularization procedures and subsequently increased population flows, or increased onward movements to other host countries decreasing the migratory balance).
- Through consultation at the sub-regional levels, as well as with Platforms in neighboring countries, ensure agreement with corresponding national and regional assumptions and scenarios that will connect/impact different countries and corresponding population flows.
- In some instances, RMRP partners and/or authorities may wish to see other/additional criteria reflected in the projections to account for sudden increases or decreases in population fluctuations resulting from local

or sub-regional policy or operational developments (e.g. changes in policy or context impacting the flow of people from one country to another). This can be incorporated if/where resources are available to work on the models and provide the data and analysis.

- To the extent possible, use only data from official sources i.e. the data on entries and exits. Where no official data is available, a narrative is required to detail the criteria used to project the total estimate for refugees and migrants from Venezuela in-country by December 2023.
- Present the projections, methodology and criteria to the sectors and partners in the National/Sub-regional for planning purposes

NOTE: It is important to use the occasion of population projections for the RMRP to ensure that recorded population stocks are updated as much as possible. This enhances the coherence between the status quo (2022) and the projected figures (for 2023/2024).

NOTE: It is imperative to document all the steps and the decision-making process, as well as its outcomes.

Population projections: Methodology

Country	Platform	Admin 1	Population group	Current Stock (RMNA)	Dec 2022 Population projection	Girls	Boys	Women	Men	Other under 18	Other above 18	Total 2023	2024 Worst Case Scenario	2024 Status Quo	2024 Best Case Scenario
Bolivia	Southern Cone	Santa Cruz	In destination												
Bolivia	Southern Cone	La Paz	In destination												
Bolivia	Southern Cone	Other	In destination												
Bolivia	Southern Cone	Country level	In destination												
Bolivia	Southern Cone	Santa Cruz	Transit												
Bolivia	Southern Cone	La Paz	Transit												
Bolivia	Southern Cone	Other	Transit												
Bolivia	Southern Cone	Country level	Transit												

*A, B and C are examples of admin 1 levels within the country

The suggested methodology requires using the official total (stock) figures and the data on population flows. This is the same methodology used for previous RMRPs and, to date, largely aligns with the current figures. The steps involved are:

- Use of the official total of refugees and migrants from Venezuela (stock) at the most recent specific date.
- Migratory balance: the difference between entries and exits.
- Calculate the migratory balance for a specific time period depending on what data is available
- Irregular entries should be included, wherever such data is available and can be sourced. A proper documentation of how the data was gathered and validated will be required. In some cases, authorities may have their own estimation of people in an irregular situation. For the purposes of the RMNA and RMRP planning process, people in an irregular situation are considered as those having entered a country without presenting themselves formally to national authorities, who have not subsequently been regularized, or those whose regular stay permits have expired (overstay).

Use the most-recently available timeframe. This approach is suggested as the most recent entry and exit trends are the most likely to continue –unless clear evidence speaks to a notable policy change having a tangible effect on population trends. In this case, the use of a different calculation formula shall be used and explained. If data on the migratory balance is available for older timeframes, the relevant National and Sub-Regional Platforms will need to work with this data. Each National/Sub-Regional Platform is at liberty to consider and to take into account local contextual factors such as border closures, policy developments (e.g. new documentary requirements) as well as the impact from developments in neighbouring countries on their own influx/outflow.



Key roles and responsibilities

Required information for the population projection submission:

YEAR ONE (2023) When calculating the Population Projections, please include refugees and migrants from Venezuela (including in-destination and in-transit, those engaging in pendular movements and returnees, wherever applicable), as well as the respective admin1, age and gender breakdowns in your submissions.

YEAR TWO (2024): Range Approach. When calculating the Population Projections, please include refugees and migrants from Venezuela (including in-destination and in-transit, those engaging in pendular movements and returnees, wherever applicable) ONLY at National Level without age and gender breakdown but with the three scenarios: (i) Worst Case, (ii) Status Quo and (iii) Best Case scenario figures.

Each National and Sub-regional Platform shall submit its projections using the [Population Projection 2023–24 template](#).

Activity	Actor	Deadline
Planning Assumptions Survey	RP + NPs ⁷	1-15 June
V1 National Population Projections	NPs	11 July
National Population Projections V1	NPs	1 August
Regional Population Projections V1	RP ⁸ + NPs	15 August

⁷ National Platforms (NPs).

⁸ Regional Platform (RP).

PEOPLE IN NEED (PIN) for the RMRP

As in previous RMRP planning processes, each National and Sub-regional Platform (with its Sectors) is to calculate its PiNs using information on the sector indicators (following regional sector structure) obtained during the Joint Needs Assessment (JNA) process.

PiN include those whose wellbeing and dignified living standards are threatened or disrupted, and who cannot re-establish minimal and dignified living conditions without additional assistance. More specifically, people in need are those who suffer the consequences of a given crisis, natural or man-made, identified during the joint inter-sectoral analysis. The estimation of the number of people in need shall be disaggregated by relevant population groups and geographic areas.

Affected Host Communities PiN: The PiN figure for host communities is developed in the same manner as the above, but relates only to the needs of host communities that are a direct result of the arrival of, or a consequence of the presence of refugees and migrants (i.e. who are “affected”).

Key change for 2023: Before sectorial PiNs are submitted to the Regional Platform for inclusion in the RMRP, the corresponding regional and national Sectors are to convene and discuss/agree thereon, thereby ensuring coherence and consistency across countries, including on the methodological approaches of each Sector.

Important: It is required to calculate independent PiNs for each and every RMRP Sectors and Sub-sectors: Education, Food Security, Health, Humanitarian Transportation, Integration, Nutrition, Protection (including its sub-sectors Child Protection, Human Trafficking and Smuggling and GBV), Shelter and WASH. Each country under the RMRP response must have a PiN calculated for all sectors irrespective of activities being planned. Additionally, PiNs and targets must be calculated at the inter-sectoral/national level for the entire National/Sub-regional Platform. Please note that calculating PiNs for multipurpose cash (MPC) is not foreseen, given that this is a transversal topic to the RMRP.

Important: With regards to the Sub-sector PiNs of the Protection Sector, especially for GBV, please see [the guidelines developed by the GBV Sub-sector on the estimation of PiNs](#) [in Spanish]. It is important to keep in mind that the GBV PiN does not seek to reflect prevalence data. Instead, it seeks to estimate the population (primarily women and girls) exposed to a range of threats and/or experiencing barriers to accessing services that may put them at greater risk of GBV.

Important: Methodologically, indicators (selected to estimate PiNs during the JNA and SDR) should be applied to the sub-categories within disaggregated population projections, and not the totals.

Admin 1	Population Projection (In destination)					PiN % Ind 1	PiN (in destination)				
	Girls	Boys	Women	Men	Total		Girls	Boys	Women	Men	Total
Province1	152	102	356	315	1,015	40%	61				
Province2	172	163	299	273	907	40%					
Province3	91	122	195	200	608	40%					
Province4	241	214	442	441	1,338	40%					
Province5	187	197	300	253	937	40%					
Country	843	889	1,592	1,482	4,806	-					

E.g., if for a specific Sector it is determined that the PiN represents 40% of the population projection, then those 40% shall be applied directly across the disaggregated population projection for women, men, boys and girls at each admin 1 level and population type (and not over the total population projection for the country and all age and gender groups).

Tip:

During the revision process of the PiNs, quality checks will need to take into consideration the following:

- The PiN for certain Sectors must follow the logic of the gender and age disaggregation (e.g., it is expected that the PiN for the Child Protection Sub-sector focuses mostly on boys and girls – and not women and men). This means that the PiN percentages should be applied directly over the specific population projection for boys and girls.
- Activities and targets without corresponding PiNs cannot be accepted.

Definitions and Terminology

The below figure shows the relationship between the different levels and breakdowns of populations within a certain territory. In the same way as with an onion, peeling each layer leads to a new sub-set of the population and allows us to better understand the backbone of humanitarian crisis population analysis.

The terminology is defined as follows:

Total Population includes everyone living within a specific territory, which might be defined at the national or sub-national level. However, a humanitarian crisis might not affect people inside this specific territory in the same way, which is when the term “people affected” becomes relevant.



People Affected refers only to those who have been directly impacted by the crisis and whose lives and livelihoods have been changed by it. The people affected might be determined on the basis of their location (proximity to the crisis) as well as the type and level of the consequences they face (emotional, physical, economic, etc.). They represent people with needs, but they are not necessarily people in need of humanitarian assistance.

People in Need is a sub-set of the people affected and refers to people whose physical security, basic rights, dignity, living conditions or livelihoods are threatened or have been disrupted and whose current access to basic services, safety, social protection and goods is not sufficient to guarantee and re-establish the standard of living conditions relevant to their location and means without additional assistance. The concept

refers to those with extreme needs: need of humanitarian aid, of shelter, of development aid, of protection, etc.

People Targeted refers to the portion of the people in need whom the humanitarian response plan aims to assist. Normally this number is smaller than the PiN because humanitarian actors might not have the resources or capabilities to cater to all people in need or because not all of the PiN are accessible to them. Furthermore, local and national governments also play a leading role in providing assistance to these populations.

Finally, People Reached/Assisted denotes the number of people who are accessible and are receiving assistance.

See ANNEX 1 for more information on calculating the PiN

Required information for the PiN submission: When calculating the PiNs, please include refugees and migrants (including in-destination and in-transit, those engaging in pendular movements and returnees, wherever applicable), as well as affected host communities and the respective admin1, age and gender breakdowns. Moreover, please let us know what indicators you used to calculate the PiN of each sector and population group, as well as their source, weight and value.

Each National and Sub-regional Platform shall submit its PiNs using the [PiN 2023-4 template as well as the PiN Indicators Template](#).

PiN for YEAR one of the RMRP should be the same as the one included in the RMNA.

Key roles and responsibilities

Activity	Actor	Deadline
RMNA Narrative 1 st draft	NP + NS	Vary according to platforms (15 July – 5 August)
Sector PiNs	NP + NS	1 August
Regional PiNs	RP + NP	15 August

RESULTS FRAMEWORK

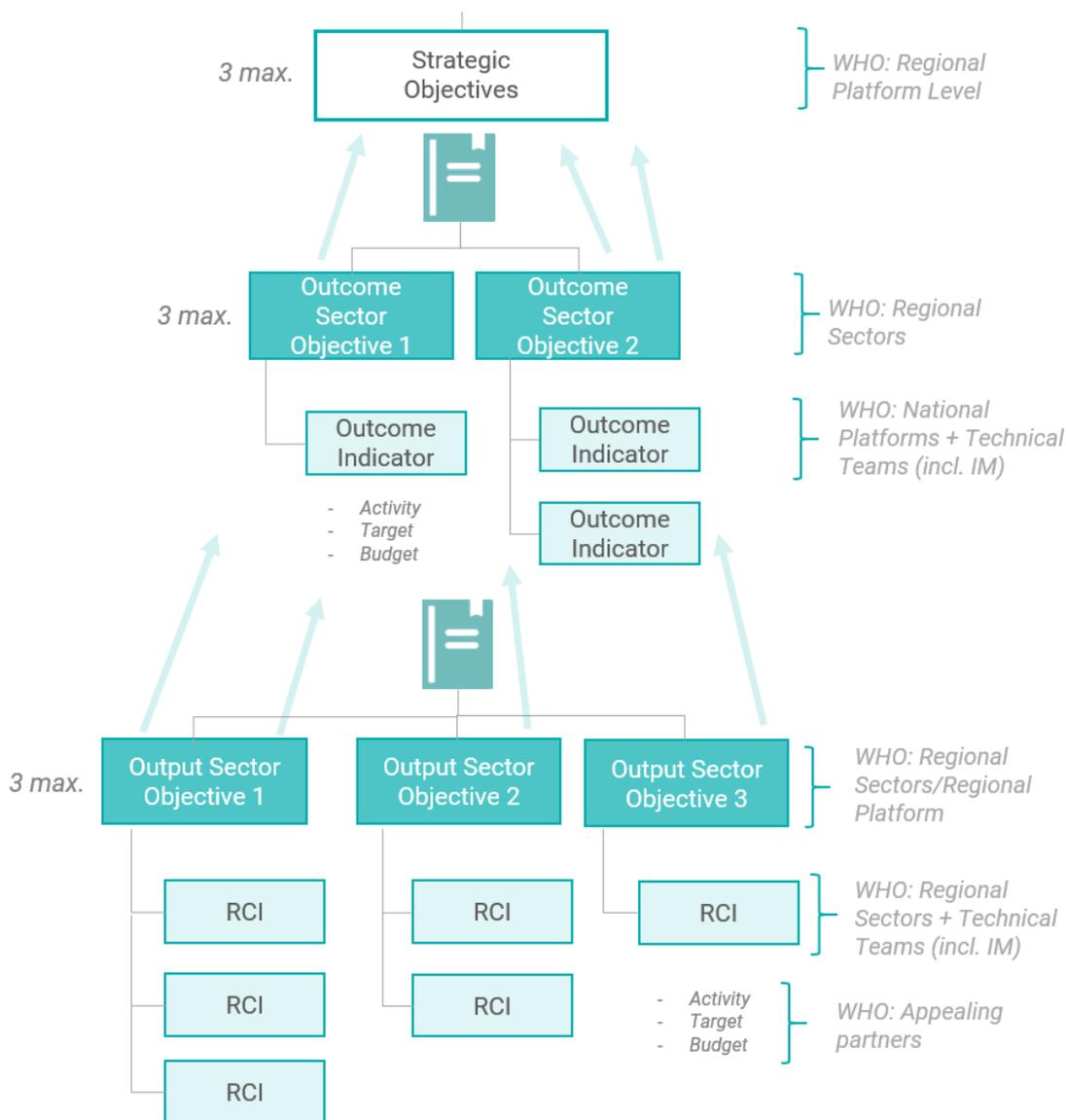
The results framework follows the review, validation and analysis of the needs and requires an analysis of the causes of the problem, in order to decide on an appropriate response. Using the problem tree analogy, the response analysis has its “roots” in the needs analysis and its “fruits” in the identification of feasible and appropriate response options.

Objectives:

- Set the direction and Strategic Objectives⁹ of the response and explain how these are planned to be fulfilled.
- Define what Sectors/Sub-sectors and appealing organizations will do to contribute to achieving the Strategic Objectives, clarifying Sector/Sub-sector objectives, indicators, and associated targets.

KEY CHANGE FOR 2023-2024: A light revision of the outcome and output indicators can be done by regional Sectors and Sub-sectors this year (2022) but will not be possible during the revision of the RMRP 2024.

⁹ In the context of the RMRP 2023-2024 results framework, including the planning, implementation, reporting and monitoring of the RMRP, the term “Sector Objective” reflects the intention of each Sector’s objectives, aiming to achieve particular, coordinated and agreed results. As such, they may correspond to “Sector Results Statement”.

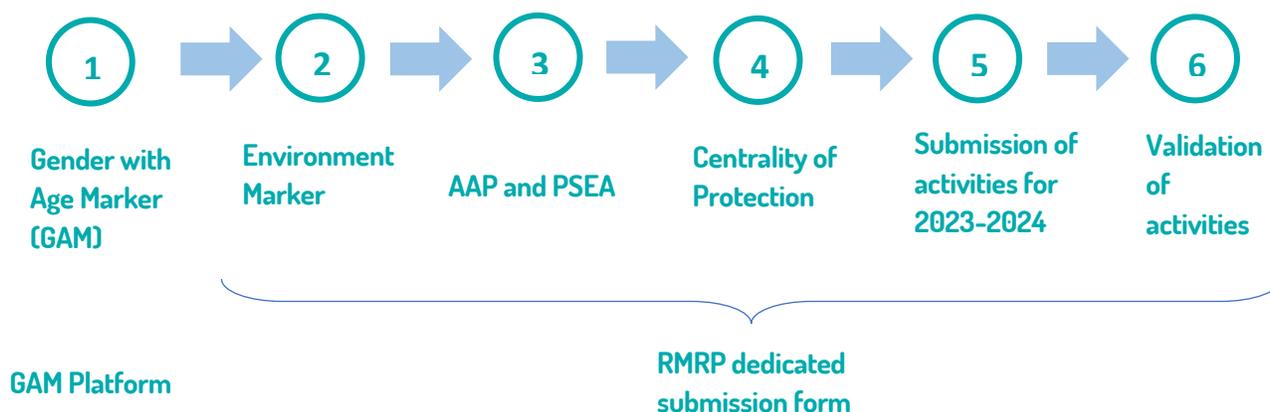


See ANNEX 3 for guidance if a revision of the Result Framework for the 2023-2024 is envisaged.

Indicator guidance and registry

The full list of all Regional Core Indicators (RCI), by Sector and Sector Objective, will be available on the Key Resources pages once Regional Sectors have reviewed it (mid-August 2022)

SUBMISSIONS TO THE RESPONSE PLAN 2023-2024



Activities¹⁰, indicators, targets and budget

Appealing organizations – organizations whose proposed activities and funding needs are included in the RMRP¹¹ – are to elaborate and submit their planned activities together with the most appropriate indicator selected from the Regional Core Indicators (RCI) list established by the Regional Sectors. National/Sub-regional Sectors and Platforms will support and provide advice to appealing organizations in the selection of the most appropriate indicators to ensure their compliance with the activity and the Sector Objectives.

Tip:

Make sure that all Platform partners have access to the PiN datasets disaggregated by age, gender, sector, population group and admin level 1.

Partners need to note that where the target of any activity exceeds the PiN in any of the disaggregated levels, the relevant Sector Leads will be required to adjust the target as part of the validation process and in consultation with the respective appealing organization and Platform IMs.

For the purposes of RMRP planning and monitoring, appealing partner submissions are composed of all activities that an appealing organization plans per country/sub-region/sector under the RMRP. This facilitates the disaggregation of data in terms of people targeted and funding for specific activities in specific locations. This focus on activities also provides more detailed data on “who is doing what where”, as well as data to feed the indicators in the monitoring phase.

Appealing organizations shall select the pertinent Regional Core Indicator (RCI) from the pre-loaded list in the submission form (see “Indicators” section above). On an exceptional basis, if the appealing organization considers that none of these indicators are relevant to the activity, the indicator field should be left in blank and will be

¹⁰ For the purposes of RMRP planning and monitoring, individual activities are collected in the submission form. For some organizations, an activity may correspond to an individual project while others might have different activities within a project.

¹¹ Appealing organizations include UN agencies, international and national NGOs, Red Cross national societies, academia and other civil society organizations whose activities are included in the RMRP. For more information on who is an “appealing partner” in the RMRP and what this entails, please see *Annex 2: Roles and Responsibilities of Appealing Partners and Implementing Partners in the RMRP*.

addressed individually with the National Sector Leads in coordination with the corresponding Regional Sector Leads and the National/Sub-Regional Platform Coordination teams in the validation process.

For RMRP 2023-2024 planning purposes, each appealing organization shall submit its activity(ies) by filling an Excel form (the template will be provided by the National and Sub-Regional Platforms).

NOTE: Each row represents one activity in one admin-level 1 location. National activities such as advocacy must be registered at an admin-1 level, preferably the capital city or government headquarters one. The completed form will then be submitted as an attachment using a link that will be provided.

Key change for 2023-2024: Multi-year activities planning. Partners will have the option to submit to the RMRP activities that either (a) take place entirely/completely during 2023, (b) take place entirely/completely during 2024, or (c) take place over the course of 2023 and 2024 (with a maximum timeline of 24 months).

Partners are informed that they will have the option, during the “light revision” of the RMRP 2024 (to take place in 2023) to add, remove or change activities for 2024 that were not included at the start of the planning process. Partners should be encouraged to take full advantage of the opportunities provided by the multi-year planning process to show the development or progression of their activities over the two-year period, so that activities proposed for 2024 may be different from or build upon anticipated progress to be made through activities proposed for 2023.

The form for activity submissions will contain the following fields for completion:

Year: Select the year(s) of the planned activities (2023 / 2024 / 2023-24). If 2023-2024 is selected, target and budget are mandatory for both years combined.

Appealing Organization: Name of the appealing organization submitting the activity. The name of the organization should follow the standards established by the Regional Platform. In the case of a joint activity (two or more organizations), please add the name of the main appealing organization only.

Sector: Name of the thematic sector under which the activity will be implemented. National and Sub-Regional Platforms should follow the Regional Sector coordination architecture. In case the activity belongs to a sub-sector or working group, the required option should be selected.

Indicator: Indicator against which the activity will be monitored. This is a mandatory field. (See “Indicators” section above).

Activity Name: Short summary description or name of the activity.

Activity description: Description of the activity. This year, as with the RMRP 2022, the activity description field will feature an additional hashtag system allowing partners to pick specific key terms that relate to their activities and thus making it easier for stakeholders to track and find them later on. **NOTE:** Where selected, the hashtags must be included in the activity description field.

Country: Country where the activity will be implemented.

Admin-1: **Location where the activity will be implemented.** The Admin-1 level corresponds to the largest sub-national division of a country (e.g. “department”, “province”, “canton” or “region” as per country; Admin-0 level = country-level). For activities in the Caribbean and Central America/Mexico, Admin level 0 is sufficient). **Nationwide activities for specific indicators can be using the Admin 1 Level of the capital city. All activities need to be disaggregated at Admin 1 level.**

NOTE: Where an activity is planned to be carried out in multiple locations, a separate activity-line shall be completed for each location.

Modality In-kind (USD): **Estimated in-kind value in USD of the activity.** This includes goods and services provided to beneficiaries as well as corresponding administrative/overhead and coordination costs.

Modality CVA (USD): **Estimated value in USD of the complete cash-voucher assistance intervention at the given location.** This amount should include BOTH direct cash-voucher benefits to the recipients as well as the needed administrative costs/overheads to implement the activity.

Total Budget Requirement: **Total value in USD of the activity.** *This should be equal to Modality In-kind (USD) + Modality CVA(USD).*

NOTE: Any admin/operational costs, logistics, overheads, etc. shall be included in the individual activity budget and cover the activity for the entire calendar year(s) in which it is to be implemented (either 2023, 2024 or 2023-2024).

Other Target: **When the activity is not focused on individuals, please enter the number you are targeting for the unit of the indicator.** E.g., the unit here can be, products, schools, rooms, meetings etc.

Total Target: **Total number of people targeted in this activity;** this figure should be equal to both totals of population type (Target in destination + Target in transit + Target pendular + Target returnees + Target Host communities) and age and gender breakdown (Girls (<18) + Boys (<18) + Women (>=18) + Men (>=18)).

NOTE: Please make sure to validate the Total Target against the PiN as the beneficiaries targeted by a given activity cannot exceed the PiN in the same location (admin 1). The same applies for the disaggregated targets.

Target in destination: **Total refugees and migrants from Venezuela in destination targeted by this activity.**

Target in transit: **Total refugees and migrants from Venezuela in transit targeted by this activity.**

Target pendular: **Total refugees and migrants from Venezuela in pendular movement targeted by this activity.**

Target returnees: **Total returnees from Venezuela targeted by this activity.**

Target affected host communities: **Total affected host community members (individuals) targeted by this activity.**

Girls (<18): **Total girls under 18 targeted by this activity (please note, this is a mandatory field).**

Boys (<18): **Total boys under 18 targeted by this activity (please note, this is a mandatory field).**

Women (>=18): **Total women 18 and over targeted by this activity (please note, this is a mandatory field).**

Men (>=18): **Total men 18 and over targeted by this activity (please note, this is a mandatory field).**

Tip:

- ✓ When providing target figures, submissions should be explicit on the approximate proportion of men, women, boys and girls who will benefit from each activity. This sets a basis for demonstrating that an activity will address the identified needs of different groups based on their age and gender.

NOTE: The monitoring of indirect beneficiaries (e.g. government personnel trained with capacity-strengthening activities; persons benefitting from campaigns and advocacy) is discouraged in the RMRP. Where activities target indirect beneficiaries, please use the target category “Total target”. These beneficiaries will not be considered for the calculation of direct beneficiary targets under the RMRP’s results framework.

NOTE: In order to ensure the transparency of the RMRP’s results framework and accountability towards affected populations, host governments and donors, appealing organizations will be required to report their activities in the RMRP to the applicable National/Sub-regional/Regional Platform through the monthly reporting cycle. All RMRP activities, with the contact details of the appealing organization will be available on the RMRP Activity Repository and Explorer.

NOTE: Submissions received after the deadline cannot be included within the Response Plan.

See below example:



WASH Objective 2: Deliver humanitarian WASH supplies, services and improve hygienic behavior and practices of most vulnerable people – *Relates to Strategic Objective 1 and Strategic Objective 3*

Indicator (RCI)	Collection method(s)	Org.(s) responsible for data submission	Org.(s) responsible for data collection	Time (Frequency)
# of people who received essential WASH NFIs.	Data observation	Appealing organization(s)	National Sector leads (e.g. UNICEF and Oxfam)	Monthly

(Examples of Sector/Org. for illustrative purposes)

Gender with Age Marker (GAM)

The Gender with Age Marker (GAM) looks at the extent to which essential programming actions address gender- and age-related differences in humanitarian response. In the current RMRP, each appealing organization will respond to the provided questions reflective of how the activities are to assist different age and gender groups and are tailored to their distinct needs. This will be completed once per submission by an appealing organization, not per activity. GAM General Code and the reference number should be submitted as part of the submission form.

More information on how to use the GAM in the RMRP 2023-2024 Planning Phase will be shared in English, Spanish and Portuguese. A review of the GAM took place in 2021, The summary of subsequent changes can be found [here](#).

Tip:

- ✓ The Gender with Age Marker (GAM) needs to be completed on a separate [online platform](#). It is highly recommended to begin this process in advance of the submission of activities.

Environment Marker

Each submission should identify its potential impact on the local environment and address it in a manner which is tailored to the specific country. In order to determine the baseline considerations that appealing organizations took into account, each appealing organization will be required to respond to the provided questions. This will be completed once per submission by an appealing organization, not per activity.

For the RMRP 2023-2024, the Environment Marker will include an Environment Score that will be displayed in the Activity Repository and Explorer.

Further guidance is available on the [key resources](#) page of the RMRP 2023-2024, under the section for environment. This includes guidance notes for the education, health and protection sectors as well as Virtual Environmental Field Adviser matrices for WASH, shelter, nutrition, food security and integration.

Accountability to Affected Populations and Protection from Sexual Exploitation and Abuse

Accountability to Affected Populations (AAP) is an essential part of good programming and a core commitment of the RMRP. Involving affected people in planning activities, and planning for their engagement throughout implementation is essential to providing relevant and efficient assistance.

Sexual Exploitation and Abuse (SEA) is one of the most basic failures of accountability to the people whom the R4V is meant to protect. It is a form of gender-based violence (GBV) committed by aid personnel, including all persons with a contractual relationship with R4V member organizations. When personnel of R4V member organizations commit acts of sexual exploitation and abuse against the affected population who look for protection and assistance, the values and principles of the response are betrayed, and the trust and the credibility of the entire system is undermined. Therefore, it is critical that all R4V interventions integrate SEA prevention and response outcomes.

The following questions will help assess to what extent the activities are collectively accountable to the affected population. This will be completed once per submission by an appealing organization, not per activity. In responding to this question, select all the criteria that apply to the submitted activities from among the provided options, which include:

- Activities include consultations¹² with affected people?
- Activities include provision of information to affected populations?
- Activities include designing and implementing with affected populations to respect their preferences and priorities and deliver on the “do no harm” principle?
- Are activities designed based on an assessment of SEA risks and understanding of SEA vulnerabilities of different groups?
- Does your organization have policies that cover SEA including written guidance on where and how to report allegations of SEA or handle SEA reports/complaints made by the affected population?
- The submission includes strategies to prevent and address SEA including a Code of Conduct, training of all personnel involved in the activities and communication of expected behaviours of personnel to affected populations?
- Are complaint and feedback mechanisms integrated in the framework of the planned activities?

¹² Consider whether the methodologies used to conduct these consultations allow all affected groups to voice their needs and opinions, through gender, age, ethnicity, and diversity lenses.

Centrality of Protection

In 2013, the Principals of the Inter-Agency Standing Committee (IASC) affirmed that all humanitarian actors have a responsibility to place Protection¹³ at the center of humanitarian action. In practical terms, Centrality of Protection (CoP) means the proactive identification of who is at risk, how / why, at all stages of a crisis, taking into account the specific vulnerabilities that underlie these risks, including those experienced by men, women, girls and boys and groups such as older persons, persons with disabilities, and persons belonging to the LGBTIQ+ community.

How do the activities (collectively) address the Centrality of Protection? This will be completed once per submission by an appealing organization, not per activity.

In responding to this question, select all the criteria that apply to the submission from among the provided options, which include:

- The activities address existing barriers to access of assistance and enjoyment of rights?
- The activities address protection threats?
- The activities prevent and contribute to stopping the recurrence of violations of international human rights, refugee and humanitarian law?
- The activities enhance coordination with protection stakeholders, including affected populations?
- The activities' monitoring measures the safety of beneficiaries?
- The activities' monitoring measures the dignity of beneficiaries?

¹³ The IASC defines Protection, in an inter-agency humanitarian context, as all activities aimed at obtaining full respect for the rights of the individual in accordance with the letter and the spirit of the relevant bodies of law (i.e. International Human Rights Law, International Refugee Law and International Humanitarian Law). See hereto: The Centrality of Protection in Humanitarian Action, statement by the IASC Principals. Endorsed by the IASC Principals on 17 December 2013, available at: <https://www.refworld.org/pdfid/52d7915e4.pdf>

Template of submission form:

	Example	Parameter
Country/Sub-Region:	Chile	Dropdown
Appealing organization:	UNDP	Dropdown
Focal Point: one per organization/submission	Ms. XYZ	Name and Email
Activity name	Provision of livelihoods support	Open Field
Activity description (word limit):	Support for Venezuelan entrepreneurs in Santiago de Chile	Open Field
Sector:	Integration	Dropdown
Sub-Sector (where applicable)		Dropdown
Indicator:	RCI2.2	Dropdown
Budget requirement:	35,000 (sum of below)	In USD
Modality	20,000 in kind 15,000 in Cash	In kind or Cash when applicable
Geographical scope:	Admin 1-level	Dropdown based on Country
Population target	# Refugees and migrants from Venezuela in transit # Refugees and migrants from Venezuela in destination	# Host community members Unit

Markers to be completed once per submission sheet

NB: Nationwide activities for specific indicators can be using the Admin 1 Level of the capital city. All activities need to be disaggregated at Admin 1 level.

VALIDATION OF ACTIVITIES

National and subregional IM responsibilities:

Once the submission of activities is finalized, national and sub-regional information management (IM) colleagues will download all activities submitted by the appealing organizations in their Platform and consolidate in one file. Additionally, the IMs shall conduct data cleaning and revision process of the files and activities, which should include:

- Validate that all activities include an appealing organization (also need to verify the name used is spelled correctly / in the same way as in the regional partner list).
- All activities need to include a name and description.
- All activities need to indicate a sector, sub-sector, or a working group.
- Make sure all budgets are in USD. Also, verify that the cash and in-kind budgets together equal the total budget of the activity.
- All activities need to have a target value.
- If the target of the activity is oriented to indirect beneficiaries, the disaggregation of age and gender is optional.
- If the target of an activity exceeds the PiN at any disaggregated level (gender, age, sector, admin) in the validation process, the IMs, in consultation with the relevant appealing organization, shall adjust the target for that activity.
- Make sure all activities have an allocated admin1 location. If the indicator is of the type mechanism/advocacy please allocate it to the highest PiN admin1 location.

Once the IMs have finalized the review of submitted activities taking into account the above points, relevant organizations will be informed of any changes made to their submissions.

Subsequently, the IMs shall prepare activity tables by Sector/Sub-sector for the validation process.

National, Sub-Regional and Regional Sector Leads and Coordinator Responsibilities:

Sector leads at the level of each National / Sub-Regional/Regional Platform have the responsibility to ensure that only valid and relevant activities are included in the country/sub-regional/regional chapters of the RMRP, following a review and validation process. This process shall be conducted by national / sub-regional / regional Validation Panels which shall also ensure that submitted activities do not lead to duplications of aid and that they address existing gaps.

Activities will be validated at the national, sub-regional and regional level by the relevant Sectors. It is recommended that each Sector/Sub-sector forms a Validation Panel composed of up to three individuals, including the two relevant National/Sub-regional/Regional Sector Leads and/or agreed thematic expert(s). To avoid any conflict of interest (or perception thereof), no member should be involved in the review of a submission from an appealing organization in whose employ s/he is¹⁴.

¹⁴ The Regional Platform Coordination Team may be called upon where a National / Sub-Regional Platform does not have the capacity to conduct the entire or part of the validation process. In that case, the Regional Platform coordination team may provide support either in person or remotely.

Each submission is required to fulfil a minimum of 6 out of 7 of the agreed criteria (please see table below) in order to be included in the country/sub-regional/regional chapter of the RMRP. For transparency, the panels will use a clear set of criteria, including those indicated below, in addition to any sector-specific criteria that the panel agrees upon in advance.

The Validation Panel can then recommend the activity’s inclusion or adjustments based on discussions with the submitting appealing organization on how the identified needs/gaps can be addressed.

Minutes or other records of the validation and decision-making process should be kept for reference and may be requested subsequently.

ACTIVITY

#	Validation criteria	Yes (√)	No (x)	Comments
1	Does the activity contribute to the sector objective(s)?			
2	Can the activity expected results be achieved within the corresponding timeframe (2023 or 2024)?			
3	Is there any duplication with other activities? <i>(If yes, the submitting organization and the Validation Panel should agree on necessary changes to avoid duplication)</i>			
4	Is the submitting organization part of the relevant national/sub-regional/regional platform? (Not an exclusion criterion)			
5	Does the activity have realistic funding requirements (budget)?			
6	Is the target within the sectoral PiN?			
7	Sector-specific validation criteria, if applicable			
	Validation outcome	Include	Pending further review	

GAM and Environment Marker review:

Submissions may be reviewed by the focal points of the transversal topics (incl. gender environment, PSEA and COP). Where the focal points are unavailable at the national/sub-regional level, the corresponding focal points at the Regional Platform may conduct the review and share their feedback with the concerned appealing organization(s) and National / Sub-Regional Platform.

Finalization of Target Populations:

After the submission of activities by appealing organizations, the targeted population per sector can be identified and compared with the respective sector PiN. As part of the validation process, the Sector leads are to confirm that the targeted population is in line with the agreed Sector PiN. Where the overall target exceeds the PiN, in discussion with the appealing organization, the submissions shall be amended.

PEOPLE TARGETED

While the PiNs are calculated from the analysis of secondary data reviews and joint needs assessments, establishing a target depends on the submission, consolidation and validation of appealing organization activities. It is important to distinguish these two processes and recognize that they originate from different sources of information. Nonetheless, the methodology for calculating the overall targeted population to avoid double-counting follows the same logic as the one described for the PiNs.

Note: The methodologies and examples shown below are not the only way to calculate targets. They are the standard recommended methodology, considering the capacities and sources of information of all Platforms. However, where more data/capacities is/are available, that would improve the methodology, it is encouraged to make use of them and document and share the methodology applied.

Tip:

- Make sure the activities you are using to calculate the target have indicators oriented to PiN and that you exclude the activities oriented to capacity building, campaigns, infrastructure, etc.
- In sectors for which there are activities, a target – and therefore also a PiN – must also be defined.

See [ANNEX 3](#) for more information on calculating the target.

Required information for the Target submission: When calculating the Targets, please include refugees and migrants (including in-destination and in-transit, those engaging in pendular movements, and returnees, wherever applicable) as well as affected host communities and the respective admin1, age and gender breakdowns. For the specific case of Targets, please include information on Sector CVA, wherever applicable.

Each National and Sub-regional Platform shall report using the [Target 2023-24 template](#).

Key roles and responsibilities

Activity	Actor	Deadline
Strategic objectives	RP	31 July
Sector objectives/Result Statements	RS	31 July
Sector indicators	RS	31 July
Activity submissions	Appealing Orgs.	8 - 17 September
Activity consolidation	RS	17 - 30 September
Activity validation	RS	17 - 30 September
Definition of Targets	RS + NS	15 October

RMRP 2023-2024 NARRATIVES

This section is intended to provide instruction on how to develop the narratives for the RMRP 2023-2024, and applies to National and Sub-regional Platforms – including National/Sub-Regional Sectors – and Regional Sectors. Templates are provided below for the (1) National and Sub-Regional Chapters, and the (2) Regional Sector Chapters. Each template includes specific guidance on the content to include under each section, and the word count per section. It is compulsory to follow this guidance and to use the provided template.

The main changes to the RMRP 2023-2024 narratives as compared to the RMRP 2022 include (1) the removal of specific sections on needs (at the level of Platforms and Sectors, including national / sub-regional and regional sectors, which are reflected in the RMNA) to be replaced by a brief introduction that refers to the top three needs identified in the RMNA; and (2) the inclusion of priority response activities and modalities for both 2023-2024, with a brief explanation of key elements of continuity of the response over the two-year period. This is an opportunity to reflect how the response proposed will have a more sustainable impact, promote longer-term integration, and bridge the humanitarian-development gap. Additional guidance can be found below and in the templates that follow.

All narrative submissions to the Regional Platform must be in English, and the revision process will be conducted on the narrative version in English. Nevertheless, if National or Sub-Regional Platforms or Regional Sectors wish to also simultaneously develop their narratives in either Spanish or Portuguese, they may choose to do so and make any edits made on the official English version also to their Spanish or Portuguese versions. To speed up the process of translating the final English document into Spanish and Portuguese, National or Sub-Regional Platforms or Regional Sectors can then share their unofficial translations with the Regional Platform.

Please use [Chicago Style](#) for footnotes and include a URL with a hyperlink for any source published online.

Additional narrative guidance for National/Sub-Regional Platforms and their Sectors:

- Apply the layout and template provided below, with specified word count. This includes the word count limit for the main text, as well as the word count limit for footnotes. Where Platforms/Sectors do not adhere to the word count, the reviewing Platform may shorten the narrative (either at the national/sub-regional level, or at the regional level). It is recommended for the National/Sub-Regional Platform to make the choice on what to include in their chapter (by adhering to the word count) rather than to cede that choice to the Regional Platform (by exceeding the word count, which will result in edits and deletions).
- Separate chapters for each Sector and Sub-sector must be provided, based on the Regional Sector structure (not the national structure, e.g. no “Multi-Sector” chapters). This corresponds to the requirement for a separate PIN per Sector. Similarly, where two or more sectors, e.g. a Food Security Sector and a Nutrition Sector are coordinated under the same national ‘sector grouping’, a separate and distinct chapter needs to be submitted for each Sector, matching the Regional Sector structure.
- Where National/Sub-regional Platforms have any significant working groups or task forces, such as CVA or CwC/C4D, they shall be included in the overarching national response strategy section alongside other crosscutting themes.
- National/sub-regional coordination teams must be involved in national sector chapter development as well as national sectors themselves for quality control and support.
- Refer to the regional R4V Glossary for agreed terminology in Spanish, English and Portuguese.

- Refer to the regional RMRP Results Framework and objectives (available on the [key resources page](#)) for guidance on strategic planning.
- The chapter and sector sections must be shared with the regional platform in one single Word document in an editable format.
- Depending on the quality of the narratives received, National and Sub-regional Platforms can expect multiple rounds of revision for quality control and content improvement. The revision period will be between the date of submission of the chapters and the finalization of the narrative (mid- October - mid- to end-November).

Specific guidance for Sub-Regional Platforms:

- As much as possible, please synthesize information from all countries in the sub-region. This does not mean not to mention specific countries: to the contrary, it will be necessary to note differences in the context and the response across countries. We recommend, however, to structure the paragraphs by theme, and within each theme, refer to each country as appropriate. For example, one paragraph may discuss regularization and documentation options in the sub-region, and mention specific countries and their procedures. This is as opposed to writing separate paragraphs for each country.
- Sub-Regional Platforms may have some sectors and sub-sectors that only carry out response activities in a limited number of countries, rather than all countries of the sub-region. (Sector and sub-sector narratives should clearly note in which countries they will or will not carry out activities). Those sectors or sub-sectors may not need to use their full allotted word limit. The Sub-Regional Platform may decide to distribute the word limit among sectors in a way that gives additional space to those sectors or sub-sectors that have more extensive responses in a greater number of countries in the sub-region, and less space to those with more limited response activities in a fewer number of countries. What is important is to (1) keep to the total word limit overall for the Sub-Regional Platform chapter, and to (2) have narratives that appear balanced, in terms of the amount of space used to describe activities carried out in a given number of countries. (For example, if a given sub-sector will be active in 3 countries of a sub-region, the narrative should not exclusively mention activities in 2 of those countries and leave out 1 entirely).
- See the templates that follow for additional specific guidance for Sub-Regional Platforms.

Additional narrative guidance for Regional Sectors/Sub-sectors:

- Regional Sectors/Sub-sectors' narratives should describe the response both (1) in terms of the key thematic activities and response modalities to be carried out by partners in that sector/sub-sector in all 17 countries of the RMRP (or the number of countries in which the sector or sub-sector has included activities in the RMRP) as well as (2) main initiatives of the Regional Sector/Sub-sector. A reader of the RMRP chapter of the Regional Sector/Sub-sector should thus come away understanding what main activities are being carried out at the national, sub-regional and regional levels.
- The response should be directly related to addressing the main needs identified in the published RMNA. While there is no need to reiterate needs assessment findings in detail, reference can be made to which elements of the response correspond to addressing which identified needs. See template for additional guidance.

- Refer to the regional R4V glossary for agreed terminology.
- Sectors must use the layout and template provided, with specified word count. This includes the word count limit for the main text, as well as the word count limit for footnotes. Where Regional Sectors/Sub-sectors do not adhere to the word count, the Regional Platform will shorten the narrative through edits and deletions.
- Depending on the quality of the narratives received, sectors can expect multiple rounds of revision for quality control and content improvement.
- Those draft national and sub-regional platform chapters available on time will be shared with Regional Sectors/Sub-sectors for their information and possible red line comments.

Narrative guidance for Working Groups (including CVA, CwC/C4D and Support Spaces) and Regional cross-cutting themes (AAP, PSEA, Gender, Environment, Centrality of Protection):

- Refer to the regional R4V glossary for agreed terminology.
- Use the layout and template provided below, with specified word count. This includes the word count limit for the main text, as well as the word count limit for footnotes. Where Working Groups and Cross-Cutting Themes do not adhere to the word count, the Regional Platform will shorten the narrative through edits and deletions.

CHAPTER LAYOUTS FOR THE RMRP 2023-2024

NOTE: Noting the three different language zones covered by the RMRP, the submissions must be in English. Please use Calibri 11 as the font/size of the text in the template.

NATIONAL/SUB-REGIONAL CHAPTER TEMPLATE (max 5,000 words total for National Platforms / max 7,500 words total for Sub-Regional Platforms)*

*While word limits do not include footnotes, text in footnotes may be only 20% of the total word limit. There is therefore a limit of 1,000 words in footnotes for National Platforms and 1,500 for Sub-Regional Platforms.

I. OVERVIEW (National Platforms = max 1,000 words, approx. 2 pages in Calibri 11; Sub-Regional Platforms = max 1,500 words, approx. 3 pages in Calibri 11)	
National/Sub-Regional Response Strategy	
i.	Country-specific planning scenario (approx. 300-500 words): explain relevant elements of the context (political, social, economic) and their impact on refugees and migrants, population movements and main needs in the country/sub-region. Only include context that is directly related to the situation of refugees and migrants and/or to the operational reality of response actors and host governments. Briefly reference the three (or more) main needs identified through the JNAs / presented in the RMNA.
ii.	Scope of the response and priorities (approx. 500-750 words): explain the programmatic and geographical focus of the response, i.e. focus on addressing acute/severe needs (only). Describe how the planned response will address the needs identified through the JNAs / presented in the RMNA, including for key population groups, such as in-transit and in-destination. (For example, "To address needs identified in the areas of food security, shelter, and lack of documentation for the population in transit, the response will...") Also discuss how the multi-year response strategy will promote the humanitarian-development nexus over the course of 2023-2024 and lead to greater integration into national social protection systems (if possible) with reference to government and private sector partnerships. Explain the methodology used to define people targeted.
iii.	Response principles, good programming/collective accountability considerations (AAP, PSEA, environment, centrality of protection, gender) (approx. 200-250 words): mention strategic approaches and briefly describe any specific collective activity planned for implementation by sectors or working groups.
II. NATIONAL/SUB-REGIONAL SECTORS (National Platforms = max 4,000 words, approx. 8 pages in Calibri 11; Sub-Regional Platforms = max 6,000 words, approx. 12 pages in Calibri 11)	
E.g. Education (max 300 words per sector for National Platforms, and 500 words per sector for Sub-Regional Platforms, for each of 9 sectors plus 3 sub-sectors¹⁵)	
i.	Response Strategy (300-500 words): <ul style="list-style-type: none"> • <i>Response priorities:</i> outline the top three response priorities for the sector, with reference to the needs that those activities address (which should also be the needs identified in the RMNA). Mention specific interventions (what activities, where, for whom), the programmatic and geographical scope. • <i>Response modalities:</i> explain what overall response modalities will be used by the sector to deliver assistance, e.g. in-kind, cash, public service support, capacity development. • <i>Integrated response approaches:</i> outline inter-sectoral complementarity, joint programming, or other response interventions planned in an integrated manner with other sectors to improve cost-efficiency and impact (e.g. safe drinking water supply in medical centres/schools).

¹⁵ For the three sub-sectors of the Protection Sector, it is advised to make use of a common narrative describing the overarching protection environment, and to avoid duplications for each sub-sector narrative.

REGIONAL SECTOR/SUB-SECTOR CHAPTER TEMPLATE (max 750 words total)**

**While word limits do not include footnotes, text in footnotes may be only 20% of the total word limit. There is therefore a limit of 150 words in footnotes for Regional Sector/Sub-sector chapters.

Response Strategy (750 words)
<p>a. Response priorities: outline the top three response priorities for the sector, linking these to the needs identified in the RMNA. (For example, “To respond to the need for access to safe drinking water for the population in transit, the sector will...”) Mention specific interventions (what activities, where, for whom), the programmatic and geographical scope. This can include examples per country, sub-region, or population, particularly those groups identified through needs assessments as vulnerable to rights violations / prone to lack of access to services (for example, Venezuelans in an irregular situation in urban areas, indigenous peoples, etc).</p> <p>b. Response modalities: explain what overall response modalities will be used by the sector to deliver assistance, e.g. in-kind, cash, public service support, capacity development.</p> <p>c. Multi-year planning and integration: discuss any activities that will change over the course of two years of implementation (2023-2024) with an emphasis on how multi-year planning may lead to greater integration for refugees and migrants into national social protection and development programmes related to the sector/sub-sector (if possible) with reference to government and private sector partnerships.</p> <p>d. Integrated response approaches: outline inter-sectoral complementarity, joint programming, or other response interventions that are planned in an integrated manner with other sectors to improve cost-efficiency and impact. (e.g. safe drinking water supply in medical centres/schools).</p> <p>e. Response principles, good programming/collective accountability considerations (AAP, PSEA, environment, centrality of protection, gender): outline strategic approaches, priorities and criteria for the work of the regional sector/sub-sector - not of the national sectors - in the region.</p>

REGIONAL WORKING GROUPS AND CROSS-CUTTING THEMES TEMPLATE (max 500 words total)***

**While word limits do not include footnotes, text in footnotes may be only 20% of the total word limit. There is therefore a limit of 100 words in footnotes for Working Group and Cross-Cutting Theme chapters.

I. Priority Needs/Objectives
Briefly summarize the main needs, priorities and/or objectives for the theme. This should be data-driven and evidence-based, with reference to the needs identified through JNAs and published in the RMNA. Sources of any data mentioned should be referenced in hyperlinks and/or footnotes.
II. Response Strategy
Describe the main strategies and activities planned for 2023-2024, including any multi-year activities taking advantage of the two-year scope of the RMRP.

ANNEX 1: Calculating the PiN

Calculating the PiN for each national Sector

It is recommended to start this process at the lowest possible disaggregation level. In this case, that means calculating the PiN by age and gender, for each population group, admin level 1 and sector.

Therefore, depending on the data collected during JNAs and SDRs, the availability of indicators to define the PiN can vary. At the same time, the methodology applied can change depending on the sector at hand.

Presented below is an example of the PiN calculation for one sector that uses only one indicator from the SDR/JNA as its source of information:

Admin 1	Population Projection (In destination)					Population Projection (In transit)					PiN %	PiN (in destination)					PiN (in Transit)				
	Girls	Boys	Women	Men	Total	Girls	Boys	Women	Men	Total		Ind 1	Girls	Boys	Women	Men	Total	Girls	Boys	Women	Men
Province1	152	193	356	315	1,016	17	21	39	35	112	19%	29	37	68	60	194	3	4	7	7	21
Province2	172	163	299	273	907	19	18	33	30	100	37%	64	60	111	101	336	7	7	12	11	37
Province3	91	122	195	200	608	14	18	29	30	91	38%	35	46	74	76	231	5	7	11	11	34
Province4	241	214	442	441	1,338	22	19	40	39	120	35%	84	75	155	154	468	8	7	14	14	43
Province5	187	197	300	253	937	28	30	45	38	141	25%	47	49	75	63	234	7	8	11	10	36
Country	843	889	1,592	1,482	4,806	100	106	186	172	564	-	259	267	483	454	1,463	30	33	55	53	171

Tip: In many cases it may not be possible to have specific indicators for each admin level 1 and the use of a national indicator is the best option. In this case the same percentage may need to be applied to all admin level 1's in the country.

The process should follow the following steps:

1. Apply the population projections data disaggregated per admin level 1 and age/gender categories.
2. Apply the PiN percentage calculated during the SDR/JNA process for each sector (column PiN%). If data is available that allows to have these percentages disaggregated per admin level 1 and age/gender, apply a table such as the one detailed above. However, if the data available means that the percentage would be the same for all gender/age groups or admin level 1 levels then the analysis would be simplified.
3. Multiply the PiN percentage by the population projection figure to reach the PiN number.
4. Add the age/gender data to obtain the PiN number for sector X, Admin 1 level and specific population group (columns "total" within PiN).
5. Repeat this process for each population group, admin 1 level and sector. Each combination of these should give way to one table as the one presented above.

Note: The methodologies and examples shown below are not the only way to calculate PiNs. They are the standard recommended methodology, considering the capacities and sources of information of all Platforms. However, where more data/capacities are available to a particular Platform, that can serve to improve its methodology. It is encouraged to make use of them and document and share the methodology applied.

Alternative PiN Methodologies

Alternative 1

For sectors such as education and GBV, the methodology for PiN calculations may take an alternative format since often the indicator is only used on some age/gender groups.

Example 1: Education. Normally, the Education Sector PiN applies only for girls and boys¹⁶.

Admin 1	Population Projection (In destination)					PiN %				PiN (in destination)				
	Girls	Boys	Women	Men	Total	Girls	Boys	Women	Men	Girls	Boys	Women	Men	Total
Province1	152	193	356	315	1,016	21%	21%	-	-	32	41	-	-	73
Province2	172	163	299	273	907	23%	23%	-	-	40	37	-	-	77
Province3	91	122	195	200	608	18%	24%	-	-	16	29	-	-	45
Province4	241	214	442	441	1,338	20%	27%	-	-	48	58	-	-	106
Province5	187	197	300	253	937	26%	24%	-	-	49	47	-	-	96
Country	843	889	1,592	1,482	4,806	-	-	-	-	185	212	-	-	397

Example 2: GBV: In some cases, the GBV Sub-sector focuses on assisting girls and women

Admin 1	Population Projection (In destination)					PiN %				PiN (in destination)				
	Girls	Boys	Women	Men	Total	Girls	Boys	Women	Men	Girls	Boys	Women	Men	Total
Province1	152	193	356	315	1,016	23%	-	28%	-	35	-	100	-	135
Province2	172	163	299	273	907	28%	-	30%	-	48	-	90	-	138
Province3	91	122	195	200	608	20%	-	19%	-	18	-	37	-	55
Province4	241	214	442	441	1,338	20%	-	29%	-	48	-	128	-	176
Province5	187	197	300	253	937	25%	-	26%	-	47	-	78	-	125
Country	843	889	1,592	1,482	4,806	-	-	-	-	196	-	433	-	629

Alternative 2

Another option to calculate a sector PiN is presented when using more than one indicator to define the PiN:

Admin 1	Population Projection (In destination)					PiN %		PiN Indicator 1 (in destination)					PiN Indicator 2 (in destination)					PiN Total (in destination)				
	Girls	Boys	Women	Men	Total	Ind1	Ind2	Girls	Boys	Women	Men	Total	Girls	Boys	Women	Men	Total	Girls	Boys	Women	Men	Total
Province1	152	193	356	315	1,016	18%	33%	27	35	64	57	183	50	64	117	104	335	50	64	117	104	335
Province2	172	163	299	273	907	19%	45%	33	31	57	52	172	77	73	135	123	408	77	73	135	123	408
Province3	91	122	195	200	608	17%	28%	15	21	33	34	103	25	34	55	56	170	25	34	55	56	170
Province4	241	214	442	441	1,338	18%	33%	43	39	80	79	241	80	71	146	146	442	80	71	146	146	442
Province5	187	197	300	253	937	20%	43%	37	39	60	51	187	80	85	129	109	403	80	85	129	109	403
Country	843	889	1,592	1,482	4,806	-	-	156	164	294	273	887	313	327	581	537	1,758	313	327	581	537	1,758

As in the first example, the same steps to calculate the PiNs for each indicator shall be followed. However, the methodology differs in the calculation of the PiN. These are the steps to be taken into consideration:

1. Calculate the total PiN drawing on the max value for each gender and age in each admin level 1, as in the above table. The blue-framed boxes show how to obtain the max value for girls between the 2 indicators (between 27 and 50 the max value is 50)

¹⁶ For countries where the Education Sector also targets adults, this does not apply.

2. To calculate the admin1 total PiN, proceed by summing the girls, boys, women and men ($25+34+55+56=170$) as per red-framed box in the above table.
3. To calculate the total PiN for each gender and age at the national level, sum all admin level 1's as per the green-framed vertical box in the above table ($117+135+55+146+129+581$)
4. Finally, to calculate the sector PiN for one country, sum up all totals for gender/age, as shown in the yellow-framed box in the above table ($313+327+581+537=1758$)

Calculating the inter-sector country-level PiN while avoiding double counting

Once the PiNs for all sectors have been calculated, the calculation of the inter-sector or country level PiN follows:

Sector 1															
Admin 1	PiN (in destination)					PiN (in Transit)					PiN Total				
	Girls	Boys	Women	Men	Total	Girls	Boys	Women	Men	Total	Girls	Boys	women	Men	Total
Province1	29	37	68	60	194	3	4	7	7	21	32	41	75	67	215
Province2	64	60	111	101	336	7	7	12	11	37	71	67	123	112	373
Province3	35	46	74	76	231	5	7	11	11	34	40	53	85	87	265
Province4	84	75	155	154	468	8	7	14	14	43	92	82	169	168	511
Province5	47	49	75	63	234	7	8	11	10	36	54	57	86	73	270
Country	259	267	483	454	1,463	30	33	55	53	171	289	300	538	507	1,634

Sector 2															
Admin 1	PiN (in destination)					PiN (in Transit)					PiN Total				
	Girls	Boys	Women	Men	Total	Girls	Boys	Women	Men	Total	Girls	Boys	women	Men	Total
Province1	45	-	70	-	115	3	-	7	-	10	48	-	77	-	125
Province2	70	-	126	-	196	7	-	12	-	19	77	-	138	-	215
Province3	40	-	80	-	120	5	-	11	-	16	45	-	91	-	136
Province4	80	-	160	-	240	8	-	14	-	22	88	-	174	-	262
Province5	45	-	80	-	125	7	-	11	-	18	52	-	91	-	143
Country	280	-	516	-	796	30	-	55	-	85	310	-	571	-	881

Sector 3															
Admin 1	PiN (in destination)					PiN (in Transit)					PiN Total				
	Girls	Boys	Women	Men	Total	Girls	Boys	Women	Men	Total	Girls	Boys	women	Men	Total
Province1	42	54	-	-	96	8	8	-	-	16	50	62	-	-	112
Province2	71	65	-	-	136	10	11	-	-	21	81	76	-	-	157
Province3	42	65	-	-	107	9	11	-	-	20	51	76	-	-	127
Province4	81	94	-	-	175	12	14	-	-	26	93	108	-	-	201
Province5	64	61	-	-	125	11	10	-	-	21	75	71	-	-	146
Country	300	339	-	-	639	50	54	-	-	104	350	393	-	-	743

Inter-Sector															
Admin 1	PiN (in destination)					PiN (in Transit)					PiN Total				
	Girls	Boys	Women	Men	Total	Girls	Boys	Women	Men	Total	Girls	Boys	women	Men	Total
Province1	45	54	70	60	229	8	8	7	7	30	53	62	77	67	259
Province2	71	65	126	101	363	10	11	12	11	44	81	76	138	112	407
Province3	42	65	80	76	263	9	11	11	11	42	51	76	91	87	305
Province4	84	94	160	154	492	12	14	14	14	54	96	108	174	168	546
Province5	64	61	80	63	268	11	10	11	10	42	75	71	91	73	310
Country	306	339	516	454	1,615	50	54	55	53	212	356	393	571	507	1,827

To calculate the total country PiN follow the following steps:

1. Identify the maximum value for each gender, age and admin level 1. As per the above table, the blue-framed boxes show how to calculate the max value for the inter-sector level for in destination girls (between 29, 45 and 42, the max is 45).
2. Sum up the individual PiN values for girls, boys, women and men for each admin level 1. As per the above table the red-framed box shows how to obtain the total PiN for the Province 3 (42+65+80+76=263)

3. Sum up the values of each admin level 1 to arrive at the total country PiN for each gender/age category. In the table above, the green-framed vertical box shows $(60+101+76+154+63=454)$
4. Sum up the totals for girls, total boys, total women and total men to arrive at the total PiN for each population group. In the table above, the yellow-framed box shows how to calculate the total in-transit PiN $(50+54+55+53=212)$
5. Finally sum up the total PiNs for each population group to arrive at the total inter-sector PiN. The purple-framed boxes demonstrate the calculation $(1,615+212=1827)$

For a more detailed approach on how to calculate intersectoral PiNs, please refer to this step-by-step guidance.

Overall approach to calculating PiN for host communities

The PiN for host communities in the same administrative areas where refugees and migrants are present should also be based on statistically representative data. The same definition as PiN shall be applied, but the needs of the host communities are defined by the arrival of or as a direct consequence of the presence of refugees and migrants from Venezuela.

Following a review of available data, a collective decision will be needed at the National and Sub-Regional Platform level on what criteria are used to establish the host community PiN. This could vary from access to services, or indicators on absolute poverty. E.g. according to the last census, district A in Peru has an absolute poverty level of X%. From this finding, the host community population in need is estimated as a % of the total host community population of that district.

Estimation of PiN for other population groups

Tip:

- ✓ It is not recommended to simply add up all the individual sectors' PiNs. This would lead to significant double or multiple counting of the same individual/s in need of different types of assistance.
- ✓ The number of PiN in one sector, in a given country, cannot be higher than the intersector number of PiN in that country.
- ✓ Document how sectoral and country-level PiN estimates were produced. Explain the steps taken for your context, the assumptions used, as well as any limitations and uncertainties, and where figures have been approximated.
- ✓ The estimation of PiN for host communities and refugees and migrants (incl. in destination, in-transit) must be presented separately.

Severity scale

While this is not a mandatory step in the RMRP response planning, **the severity scale approach can help identify patterns of severity/deprivation and illustrate how they vary between different geographical areas and population groups. As such, it can be used to inform the response analysis and formulation of the response options.**

A severity or deprivation scale is normally applied after the calculation of PiN figures associated with inter-sectoral needs and is useful as a way to establish response priorities according to the scope and intensity of need.

A severity scale will act as a heat map, reflecting a multi-layered approach that takes projected affected caseloads, overlaid with sector-specific severity rankings based on specific indicators, whereas a deprivation index will be binary and thus simplify the approach.

Please see Annex 4 on the Delphi method for specific tips on severity scales calculations.

ANNEX 2: RESULTS FRAMEWORK

Main tasks and roles



* Implies support/consultation/coordination with National/Sub-regional Platforms and/or National Sectors.

** Exceptionally, national level indicators can be developed by the national sector leads in consultation with the corresponding Regional Sector lead. National/Sub-Regional Platforms will support and advise National Sectors on how to best ensure harmonization and linkages with RCI while still capturing the needed information nationally. Additional indicators - and related definitions - will be assessed against agreed quality criteria and validated by Sector lead/ National/Sub-Regional Platforms and IM to ensure that these are compatible and in line with the RCIs.

For the purpose of improving the RMRP’s results framework, the RMRP 2023–2024 will maintain the outcome-level monitoring introduced in the RMRP 2022. Monitoring outcome level indicators will complement the counting of persons reached with activities (output indicators) with the element of measuring the impact or change in peoples’ circumstances based on interventions (outcome indicators).

For the RMRP 2023–2024, all Regional Sectors and Sub-sectors are to define a result statement, i.e., a sector objective for both outcome and output level that designates desired outcomes. This new layer will complement the RMRP 2022’s output-level framework (row 2 of the table below). Sectors shall review their 2022 sector objectives and make sure they are defined at the output level.

	RESULT STATEMENT	INDICATORS
OUTCOME LEVEL	Sector Objective (outcome)	Outcome Indicator
OUTPUT LEVEL	Sector Objective (output)	Output Indicators (RCIs)

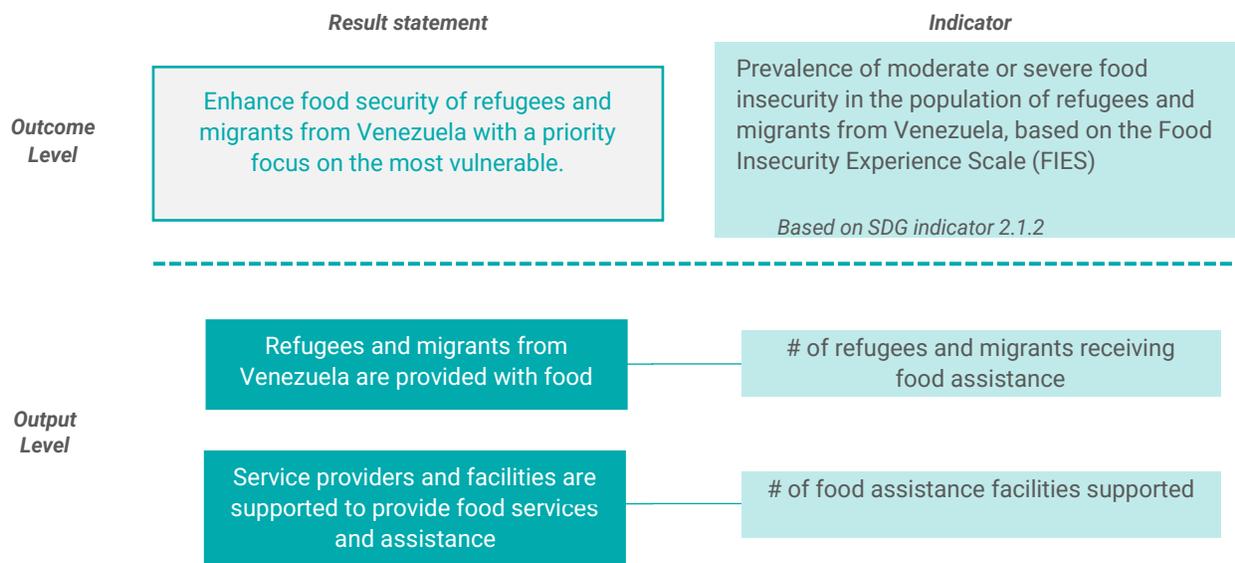
In the RMRP 2022, in close consultation with national Sectors and National/Sub-Regional Platforms, and on the basis of a list of sample outcome-level indicators provided by the Regional Platform Coordination Team, Regional Sectors selected or formulated a limited number of outcome-level indicators (1-3 per Sector). Regional Sectors also coordinated the process with technical teams – including IM – to ensure consistency across indicators.

Outcome indicators (Medium-term results): Measure the intermediate results generated by programme outputs. They often correspond to a change in peoples’ behaviour or material circumstances as the result of a programme.

Output indicators / RCIs (Short-term results): Measure the quantity and timeliness of the products – goods or services – delivered, as the result of an activity/ project/programme.

To further exemplify, please find an illustrative example using the Food Security Sector:

SECTOR FRAMEWORK EXAMPLE – FOOD SECURITY



Outcome level - linked to the Sustainable Development Goals (SDG) Framework

As was the case with the RMRP 2022, for the RMRP 2023–2024, the results framework of each Sector will be the responsibility of the Regional Sector co-leads working with all Sector members, their national Sector counterparts and the Regional Coordination team. For the RMRP 2022, the Regional Coordination Team prepared a list of sample outcome-level indicators based on the SDG Framework. Each Regional Sector received a list of sample SDG-linked outcome-level indicators. Sector co-leads used, to the extent possible, the SDG outcome indicator samples to select their outcome indicators, either by selecting those outcome-level indicators that correspond to the SDG sample indicators or adapting them accordingly to the specific work of the Regional Sector.

In accordance with Principle 2 of the 2030 Agenda (Leave No One Behind), this will permit for an alignment of the RMRP results framework with globally agreed development goals and their measures of outcomes (bridging the humanitarian / development gap) and permit for the RMRP to provide a bigger picture of the response, beyond the numeric counting of response activities and beneficiaries.

Regional Core Indicators (RCI) STEP 1: Identify and analyse response options¹⁷

[WHO: Regional Sectors and Regional Platform, in consultation with National Platforms and Sectors].

Regional Sectors shall – in coordination with their members and with national Sectors – begin by reviewing Needs Analysis results conducted within each National/Sub-Regional Platform (see also p.9 of this document for the section on Needs Assessments). Summarize and/or strengthen the analysis:

- Identify which factors are directly/indirectly causing the humanitarian and integration problems/consequences highlighted by the joint inter-sectoral needs analysis (e.g. infectious diseases aggravating malnutrition in children and pregnant women). Factors directly causing humanitarian or integration issues, or having an aggravating impact should inform discussions on which response activities should be continued (from the RMRP 2022), initiated or scaled-up.
- Identify which factors are the most likely to result in improvements of the humanitarian and development needs of the population groups of concern in the timeframe of the RMRP and should therefore be targeted as part of the response.
- Review the vulnerabilities of prioritized population groups/sub-groups, and how they can be decreased by the response by, for instance:
 - Limiting their exposure to risks (e.g. risks of GBV for women and girls)
 - Avoiding their exposure to inequalities, xenophobia, and discrimination
 - Increasing their capacities (e.g. supporting positive coping mechanisms or removing factors or interventions which incentivise damaging coping mechanisms)
 - Improving their access to humanitarian response.

Review the achievements of the concerted response actions under the RMRP to date, and lessons learned. (E.g.: response-related products, including agencies and sectors' own response monitoring, evaluation results, etc.).

- Are current responses adequate and sufficient to address the prioritized humanitarian and integration needs for the prioritized affected people in the selected geographic locations?

¹⁷ Adapted from: https://reliefweb.int/sites/reliefweb.int/files/resources/hpc-stepbystep_v31.pdf

- What is the feedback (if available) from the affected population on the appropriateness and effectiveness of response activities?
- Has the relationship between those responses and unintended risks been assessed and addressed (e.g. heightened GBV exposure including sexual exploitation and abuse)?
- Which adjustments are required to current responses (if any) in terms of targeting, coverage, inter-sectional approaches, etc.?
- Do all prioritized sub-groups have adequate access to the response? Are there specific barriers? Are adjustments needed to improve access?

RCIs STEP 2: Formulate response approaches and Sector Results Statements/Objectives

[WHO: Regional Sectors and Regional Platform, in consultation with National Platforms and Sectors].

The accumulated evidence from STEP 1 described above will facilitate the identification of response options that are relevant to the Strategic Objectives (3 max), defined at the Regional Platform Level.

- Based on the evidence around the feasibility and appropriateness of different response options, determine how the response should be carried out using different response modalities such as cash/in kind, conditional/unconditional etc., sectoral and multi-sectoral. Identify how those response modalities can generate protection and environmental benefits or how potential protection risks or environmental impacts of that response modality can be mitigated.

Identify a limited number of Sector Objectives (max 3) required to achieve the RMRP's Strategic Objectives. Each Sector Objective can be linked to one or more Strategic Objectives.

RCIs STEP 3 – Formulate Regional Core Indicators (RCI)

For the purpose of maintaining the RMRP's monitoring framework, all Regional Sectors are to report on the progress in achieving the Sector Objectives at the output level. Therefore, each Regional Sector will provide corresponding sectoral RCIs which are applicable for all national /sectoral chapters of the RMRP, provided that a relevant sector is operational in that country/sub-region.

In close consultation with national Sectors and National/Sub-Regional Platforms, Regional Sectors will lead the revision (if needed) of a limited number of 'SMART' (specific, measurable, attainable, relevant, and time-bound) sectoral indicators to be measured. Regional Sectors will also coordinate the process with technical teams – including IM – to ensure consistency across indicators.

Technical advice will be provided by the environment, gender and PSEA focal points to ensure that the sector objectives and related indicators take into account these transversal themes, wherever feasible.

NOTE: If necessary, and on an exceptional basis, national level indicators can be developed by the National Sector Leads in consultation with the corresponding Regional Sector Lead. National/Sub-Regional Platforms will support and advise National Sectors on how to best ensure harmonization and linkages with RCI while still capturing the needed information nationally. Additional indicators – and related definitions – will be assessed against agreed quality criteria and validated by Regional Sector leads, National/Sub-Regional Platforms and IM, to ensure that these are compatible and in line with the RCIs.

NOTE: Recalling the monthly reporting cycle of RMRP activities to National / Sub-regional Platforms, during the submission phase, appealing organizations will be required to select, for each activity the corresponding indicator (see “Submissions to the Response Plan” section).

More is not necessarily better! - How to identify ‘adequate’ output indicators?

General Recommendations:

- ✓ Relevant: **Make sure that the indicator is closely related to the areas of improvement expressed in the objectives.**
- ✓ Accurate: **Make sure it is written in a way that promotes an accurate assessment of progress.**
- ✓ Understandable: **It should be worded simply and clearly and should be clear about its purpose.**
- ✓ Technically feasible: **It should be capable of being assessed or ‘measured’.**
- ✓ Doable: **Consider the feasibility of data collection, who will measure the indicator, how, how often and with what resources. Ask yourself if there are easily accessible and reliable sources of information for indicators. Are you able to collect the data?**
- ✓ Easily communicated: **when possible, based on common standards (e.g. Sphere).**
- ✓ Realistic: **With the given resources the target values of the indicator are achievable in the defined time frame.**
- ✓ Specific: **Specify exactly what is being measured and the appropriate level of disaggregation.**

NOTE: Wherever the indicator is a number of people, the values shall be disaggregated for population groups of concern (i.e. (i) Refugees/Migrants and (ii) Affected host community members) and age and gender as a minimum. Note that indicators that are measured at higher population categories (e.g. household or community) are discouraged as they will not allow to understand the distinct situation of affected female and male members of the population and how their needs are being met.

NOTE: Additional levels of disaggregation, focusing on sub-groups of the population (e.g. persons with specific needs, LGBTQ+ persons, indigenous) that might be distinctly impacted by the situation, or have particular difficulties in accessing assistance, are recommended to the extent possible.

NOTE: Oftentimes, needs assessments and their resulting indicators directly contribute to the definition of specific interventions. Indicators from needs assessments that signal a problem, could be the basis to show what steps are being taken to resolve that problem. Whenever possible, the indicator should be the same as (or reflect) the indicator that was originally used to assess the needs (see example below).

Tip:

To the extent feasible, Sectors are encouraged to integrate cross-cutting themes into the core objectives and indicators that each Sector intends to address.

Tip:

The online [humanitarian indicator registry \(https://ir.hpc.tools/\)](https://ir.hpc.tools/) provides a menu of commonly used indicators developed by the Global Clusters, which correspond to most humanitarian activities, including standard definitions, explanations, and applications for each one.

National Indicators – Quality assessment criteria

(in addition to the general recommendations for formulating 'adequate' indicators)

- ✓ Is this information available from other indicators? - Review the list of RCIs to make sure that there are no indicators that could be associated to the concerned activity.
- ✓ Make sure that the suggested national indicator is coherent with, and logically associated to, the concerned activity it is intended to measure.
- ✓ Check that it is aligned with (i.e. can contribute to the achievement of) the Sector Objective.
- ✓ Make sure it does not duplicate with other national indicators across sectors.
- ✓ Is this indicator harmonized with other indicators?

ANNEX 3: Calculating the Target for each Admin1 within each Sector

It is recommended to start this process at the lowest possible disaggregation level, in this case you may need to use all the activities in the same admin1 (for this example, a province) and disaggregated by age, gender and population type, for each Sector.

Admin 1	Sector 1	Target															
		Total	In dest.	Girls	Boys	Women	Men	Trans it	Girls	Boys	Women	Men	HC	Girls	Boys	Women	Men
Province1	Activity 1	50	50	11	8	17	14	0	0	0	0	0	0	0	0	0	0
Province1	Activity 2	180	100	16	17	33	34	50	10	10	17	13	30	6	7	10	7
Province1	Activity 3	95	75	11	11	26	27	0	0	0	0	0	20	3	3	7	7
Province1	Sector1 Max	180	100	16	17	33	34	50	10	10	17	13	30	6	7	10	7
Province1	Sector1 Sum	325	225	38	36	76	75	50	10	10	17	13	50	9	10	17	14
PiN	Sector1 PiN	295	150	26	24	52	48	75	11	12	30	22	70	10	9	25	26

As you can see in the table, Province1 has 3 activities, and you can have two aggregation options to calculate the target for Sector1 in Province1:

1. Take the maximum value - this method is recommended when one admin1 has many activities that can cause duplications. Is also recommended to use this method when one activity is targeting a big proportion of the PiN.
2. Take the sum of all activities - This method is recommended when the admin1 in question does not have too many activities or when even adding up all the values, the target will result in a small proportion of the PiN.

In the example above, the best option is to take the maximum value of the activities in Province1, because the sum of all activities would exceed the PiN in some columns, as shown in the cells highlighted in red, where the number of in-destination target is exceeding the PiN.

Tip:

You can mix the aggregation methods to calculate the target in the same sector or country. This can vary depending on:

- Number of activities in the same sector and admin1
- Number of partners in the same sector and admin 1
- Target values of the activities.

Calculating the Target for each National Sector

Once you calculate the target for each admin1 within each sector, the next step is to calculate the total target value at country level for each Sector.

Sector 1	Admin 1	Total	Target (in destination)					Target (in transit)					Target (host communities)				
			Total	Girls	Boys	Women	Men	Total	Girls	Boys	Women	Men	Total	Girls	Boys	Women	Men
Sector 1	Province1	180	100	16	17	33	34	50	10	10	17	13	30	6	7	10	7
Sector 1	Province2	411	380	72	72	118	118	5	1	1	2	1	26	5	4	9	8
Sector 1	Province3	312	265	50	58	82	75	22	5	4	7	6	25	4	5	9	7
Sector 1	Province4	922	826	149	157	281	239	21	4	3	7	7	75	13	14	25	23
Sector 1	Province5	242	229	46	46	80	57	1	1	1	1	1	12	2	2	4	4
Sector 1	Country	2,067	1,800	333	350	594	523	99	20	18	33	28	168	30	32	57	49

In this case you can just sum up all columns as there is no risk of duplication between the admin1. Just make sure you follow these steps:

1. Sum up each column to calculate the total girls, total boys, total women, total men and total other in each population group. As you can see in the table above, the blue lines add the values for women in host communities (57).
2. Calculate the totals at country level for each population group (1800, 99 and 168) adding up the totals for girls, boys, women, men and other as shown in the table by the orange lines.
3. Calculate the total sector target (2067) by adding up the totals for each population group (in destination, in-transit and host communities) as per the above table in the green lines.

Calculate the Target at the Inter-Sector level (country level)

Once you calculate the target for each sector, you need to calculate the inter-sector or country level target.

Sector 1	Admin 1	Total	Target (in destination)					Target (in transit)					Target (host communities)				
			Total	Girls	Boys	Women	Men	Total	Girls	Boys	Women	Men	Total	Girls	Boys	Women	Men
Sector 1	Province1	180	100	16	17	33	34	50	10	10	17	13	30	6	7	10	7
Sector 1	Province2	411	380	72	72	118	118	5	1	1	2	1	26	5	4	9	8
Sector 1	Province3	312	265	50	53	82	75	22	5	4	7	6	25	4	5	9	7
Sector 1	Province4	922	826	149	157	281	239	21	4	3	7	7	75	13	14	25	23
Sector 1	Province5	242	229	46	45	80	57	1	0	0	0	1	12	2	2	4	4
Sector 1	Country	2,067	1,800	333	350	594	523	99	20	18	33	28	168	30	32	57	49
Sector 2	Admin 1	Total	Target (in destination)					Target (in transit)					Target (host communities)				
Sector 2	Province1	688	635	114	127	222	172	37	8	6	13	10	16	3	3	5	5
Sector 2	Province2	437	379	68	61	133	117	30	6	7	10	7	28	6	4	9	9
Sector 2	Province3	338	292	64	53	93	77	26	4	5	9	8	20	3	3	6	8
Sector 2	Province4	1048	988	178	163	316	326	10	2	2	3	3	50	8	8	17	17
Sector 2	Province5	315	296	50	47	104	95	4	1	1	1	1	15	3	3	5	4
Sector 2	Country	2,826	2,590	474	461	868	787	107	21	21	36	29	129	23	21	42	43
Sector 3	Admin 1	Total	Target (in destination)					Target (in transit)					Target (host communities)				
Sector 3	Province1	632	581	99	99	198	185	37	7	7	13	10	14	3	2	5	4
Sector 3	Province2	396	361	58	70	119	108	0	0	0	0	0	35	6	6	11	12
Sector 3	Province3	303	288	46	43	92	107	15	3	3	5	4	0	0	0	0	0
Sector 3	Province4	900	826	132	163	256	273	7	1	2	2	2	67	13	15	21	18
Sector 3	Province5	265	249	52	47	85	65	10	2	2	3	3	6	1	1	2	2
Sector 3	Country	2,496	2,305	387	430	750	738	69	13	14	23	19	122	23	24	39	36
Country	Admin 1	Total	Target (in destination)					Target (in transit)					Target (host communities)				
Intersector	Province1	688	635	114	127	222	185	50	10	10	17	13	30	6	7	10	7
Intersector	Province2	437	380	72	76	133	118	30	6	7	10	7	35	6	6	11	12
Intersector	Province3	338	292	64	58	93	107	26	5	5	9	8	25	4	5	9	8
Intersector	Province4	1048	988	178	168	316	326	21	4	3	7	7	75	13	15	25	23
Intersector	Province5	315	296	52	47	104	95	10	2	2	3	3	15	3	3	5	4
Intersector	Country	2,826	2,591	480	476	868	831	137	27	27	46	38	180	32	36	60	54

In this case, you may need to follow a different methodology:

1. Take the max value for each gender/age and population group. As you can see in the table, the blue lines are choosing the maximum out of all the values for in destination girls across the 3 sectors (16,114,99). In this case the maximum is 114.
2. Sum up all admin1 in the inter-sector table (last table on the bottom), for each gender/age and population group. As per the table, the orange lines are adding up the women in the 5 provinces to get the total in destination women target (868). Do the same for all gender/age categories.

3. Sum up the totals for each gender/age category in the inter-sector table as shown by the green lines in the table, adding up (27+27+46+38) in order to get the total in transit target. Do the same for all population types.
4. Finally, sum up the total of each population group to get the total country level target. As per the yellow lines adding up the total in-destination, in-transit and host communities (2591+137+180).

ANNEX 4: DELPHI METHOD (PEOPLE IN NEED)

PEOPLE IN NEED - Methodology

Severity (Delphi) Methodology (context discussion)

In countries where there is a lack of data (baselines and assessments) as well as to concerns about data accuracy, PIN estimates can be developed through the “severity ranking methodology” in consultation with partners.

This is a rough methodology for prioritization of targeting based on expert knowledge and group consensus against defined criteria, using magnitude (size of the concerned population = No. and % of people affected) and intensity assessment (attribution of the severity of needs /vulnerability - through a standard 0-7 severity scale) of a given population group. [A visual representation of this scale is presented below.]

The method can be applied to two main population groups: 1) Refugees/Migrants; and 2) host communities, taking into consideration the following contextual challenges and opportunities specific to the country.

This method is applied by assessing the population against the 4 criteria on the X axis (**Intensity = Degree of something harmful, harsh, stern, irreversible or not desirable**) against the population size (**magnitude = No. of people affected; or depth = % of people affected**) on the Y axis. **The** intersecting severity is then assigned per criteria **and** the resulting severities are summarized and grouped into Severe Needs (5-7) and Moderate Needs (2-4).

Severity ranking and Assumptions - Contextual opportunities that may be present in a country

- Access to emergency health services
- Access to primary education
- Organized Venezuelan groups
- No language barrier
- Cultural similarity/historic links
- Access to formal labour market
- Informal labour market.

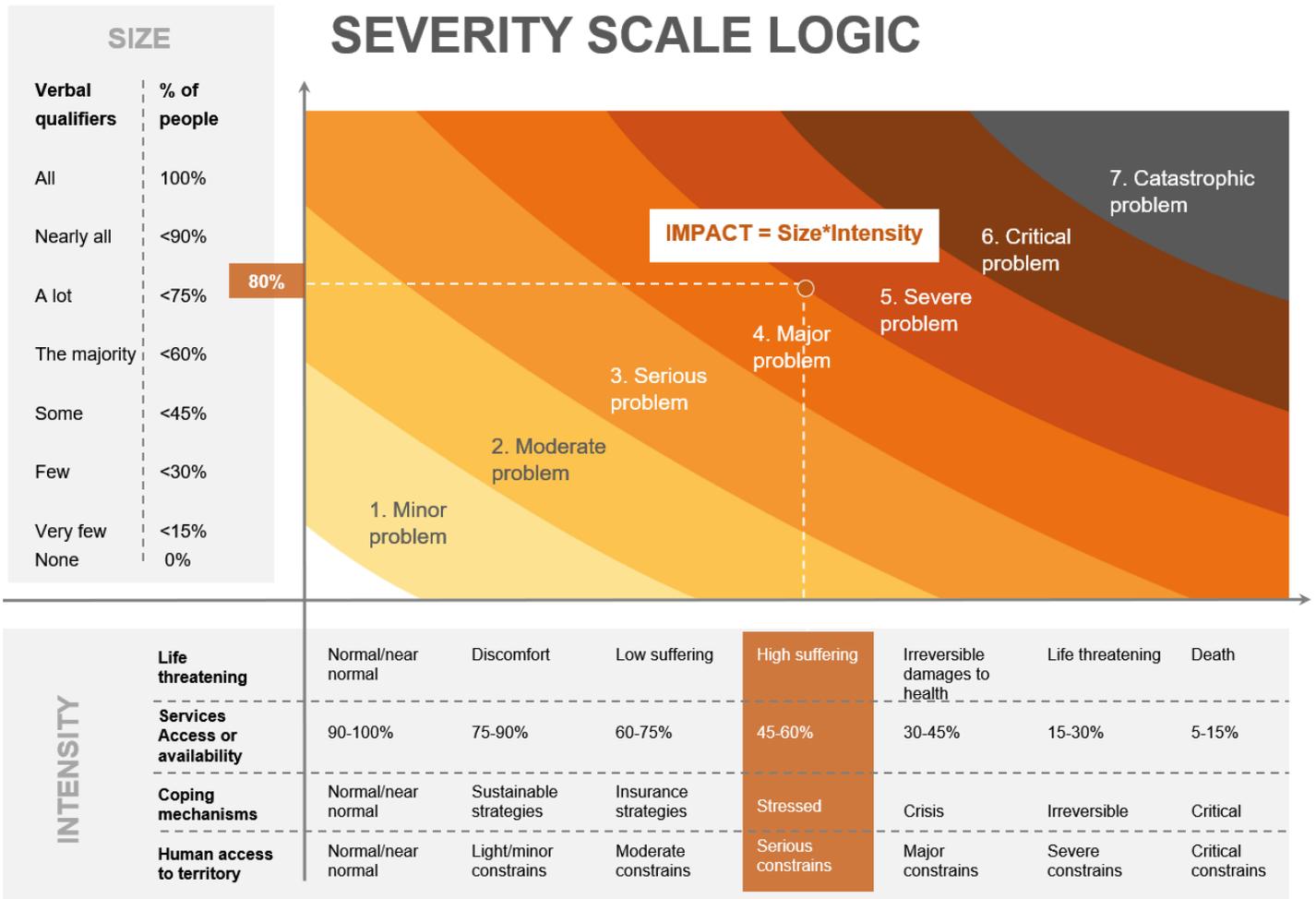
Ranking and Assumptions - Contextual challenges in a country

- Access to territory
- Major limitations in accessing the asylum system
- Strict immigration laws
- No regular status for Venezuelans
- Limited access to services and labour market
- Trafficking, GBV
- Detention, deportation, refoulement.

Tip:

- ✓ Beginning by picking up on the needs assessments and identifying the various types of needs of the population (physical, mental, living standards, recovery and resilience, safety, discrimination, legal constraints, family separation, etc) and the contexts they live in;
- ✓ Distinguishing between urgent needs that put in jeopardy safety, dignity and physical and mental wellbeing and medium-term needs related to sustenance and livelihoods;
- ✓ If possible, picking-up on which needs are perceived to be of utmost importance to the affected group itself;
- ✓ Gathering information and indicator data that informs on scales and thresholds for measuring vulnerability/living standards/insecurity/etc of the affected populations;
- ✓ Determining the weight to give to each of the indicators based on a clear rationale that reflects the nature of the crisis;
- ✓ Thinking of the expected evolution of the situation.

SEVERITY SCALE LOGIC



ANNEX 5: ROLES AND RESPONSIBILITIES OF APPEALING PARTNERS AND IMPLEMENTING PARTNERS IN THE RMRP

There are two terms that are often used to refer to roles of R4V partner organizations engaged in activities in the framework of the RMRP: “appealing partners” and “implementing partners.”

These terms are not necessarily mutually exclusive: an organization that includes its proposed activities and funding needs in the RMRP, can then also act as an implementing partner of other RMRP appealing partners on other projects. There are organizations that may act as implementing partners on some RMRP projects, and appealing partners on others. There are, however, some important differences in the roles and responsibilities – including visibility and reporting requirements – for appealing partners vs. implementing partners carrying out RMRP activities.

Organizations Taking Part in the RMRP	Appealing Partners	Implementing Partners
Organization appears named as a partner in the text of the RMRP	✓	✗
Organization’s name and activities are included in the 5W Activity Monitoring Dashboard on R4V.info (updated monthly and in regular reports)	✓	✗
Organization’s name and any funding received for the RMRP are reported on Financial Tracking Dashboard on R4V.info	✓	✗
Organization is required to report monthly activities via Activity Info (which is how activities are included in R4V.info dashboards)	✓	✗
Organization is required to report funding received for the RMRP to the Financial Tracking Service (FTS) (which is how info is tracked on fts.unocha.org)	✓	✗

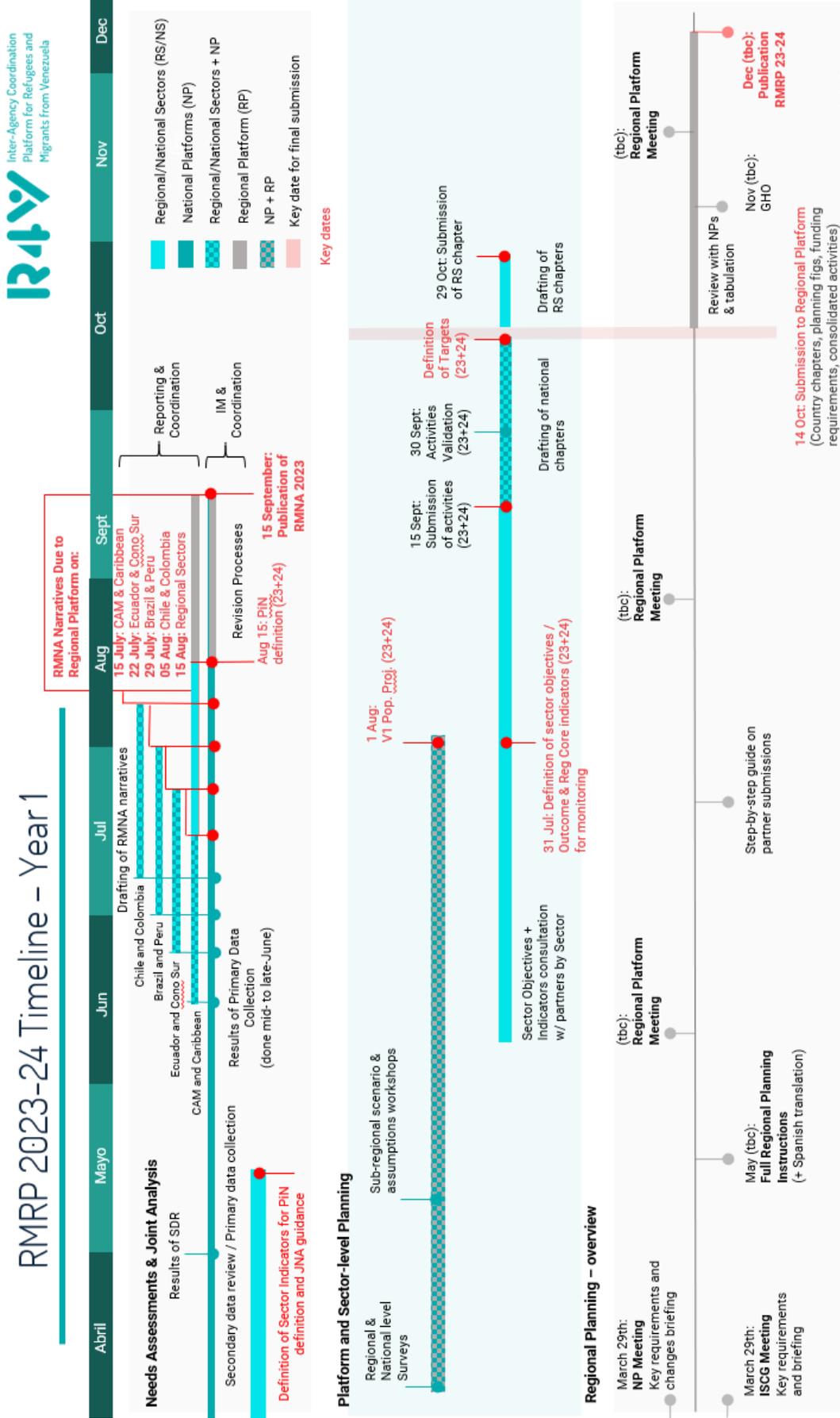
Appealing partners in the RMRP include UN agencies, international NGOs, national NGOs, community-based organizations, faith-based organizations, academia, the Red Cross Movement (incl. its national societies) and other civil society organizations. Organizations that are appealing partners are listed in the text of the RMRP itself. Appealing partners’ names and activities appear on the RMRP implementation monitoring dashboards of R4V.info, and in the Activity Explorer, a public database searchable by donors interested in funding RMRP activities.

An implementing partner does not benefit from the same visibility as an appealing partner in the RMRP or on R4V.info. Implementing partners (unless they are also “appealing partners” in the RMRP on other projects) do not appear in the text of the RMRP; on the R4V.info website and dashboards; or in the Activity Explorer.

There are also important differences in reporting obligations: an appealing partner has the obligation to report monthly activities in the framework of the RMRP (including those activities carried out by its implementing partners) to Activity Info. Data uploaded to Activity Info is used to monitor the overall RMRP response through dashboards and reports published on R4V.info. Appealing organizations also have the obligation to report funding received for the RMRP to the Financial Tracking System (FTS) managed by OCHA.

Additional information on how to report activities through Activity Info, and funding information to FTS, is available from the R4V National and Sub-Regional Platform IM and FTS focal points.

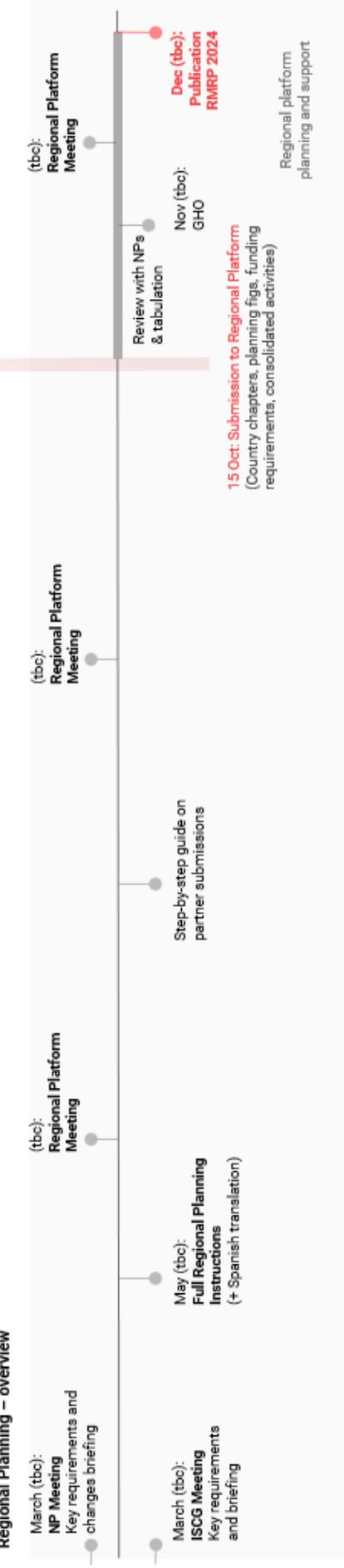
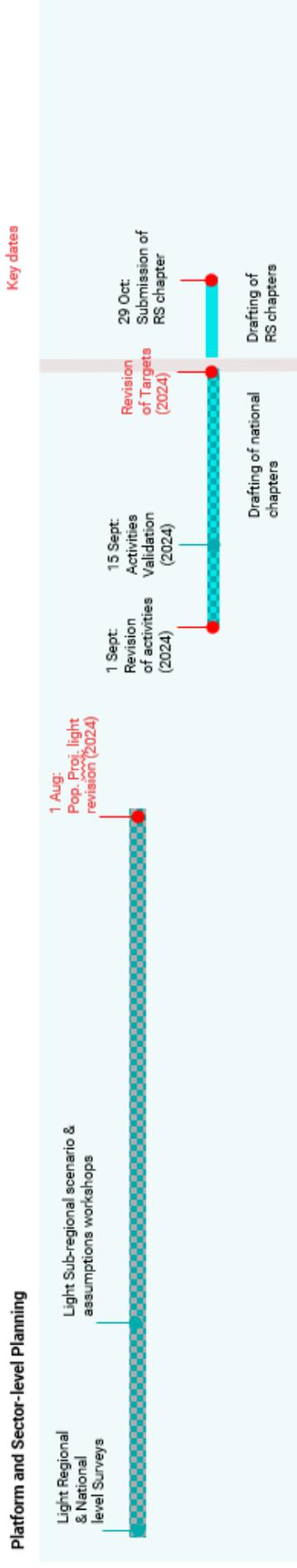
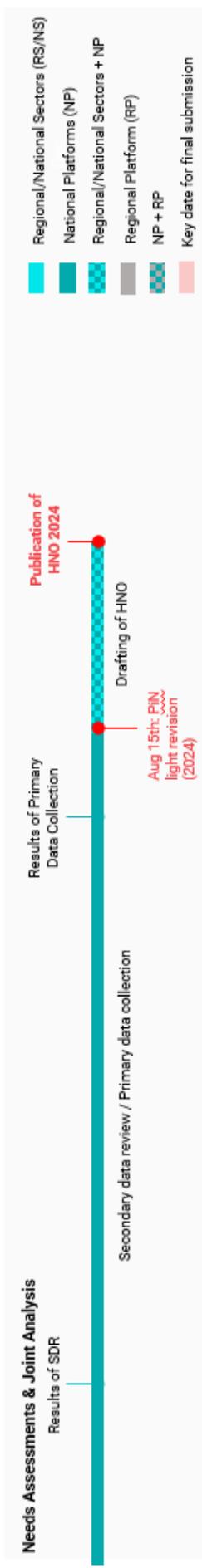
ANNEX 6: RMRP 2023-2024 TIMELINE



RMRP 2023-24 Timeline – Year 2



Inter-Agency Coordination
Platform for Refugees and
Migrants from Venezuela



- Regional/National Sectors (RS/NS)
- National Platforms (NP)
- Regional/National Sectors + NP
- Regional Platform (RP)
- NP + RP
- Key date for final submission

Key dates