

Emergency Preparedness and Response Plan (EPRP)

Purpose of the EPRP

The purpose of the EPRP is to strengthen ACT's capacity to respond effectively to emergencies with improved coordination, appropriate, and timely response of forum members and their implementing partners. It is a good platform for developing consortia models, based on a realistic assessment of capacities and competencies to contribute to a consortium. The EPRP is a mandatory requirement for members to access the humanitarian funding mechanism.

The Forum EPRP process is intended to achieve the following results:

- A clear understanding of ACT's emergency response mechanisms
- A strengthened EPRP
- Readiness for response
- Clarity on ACT member and partner response capacities and readiness through contingency plans
- An assessment of the scope for consortia at forum level to attract donor funding
- Identification of capacity needs and formulation of a capacity building plan

EPRP Submission

EPRPs should be completed prior to a response in coordination and in collaboration with the ACT forum. Member and Forum EPRPs are required for forums to issue an ACT Appeal or RRF. Thus, members cannot receive funds from appeals without an up-to-date EPRP in place. A completed EPRP should serve as the basis for operational response plans as well as enhanced readiness for response. If an EPRP is not immediately available following an ACT Alliance activation to respond, the Requesting Member and/or Forum will submit an EPRP within five (5) business days from the proposal approval and launch to the ACT secretariat.

EPRP Support Resources

EPRP templates should be applied for the completion of all EPRPs. Further, the ACT Alliance Secretariat Humanitarian Team can provide ad hoc technical support with the completion of EPRPs.

References and Templates

Individual Organisation EPRP template
Forum EPRP template
Guidance Note – Organisation EPRP
Guidance Note – Forum EPRP