Rapid Needs Assessment Tool

Please refer to Guidance Note: Rapid assessment and analysis

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| Assessment date and time |  |
| Completed by |  |
| Organisation(s) |  |

**Response Plan**

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| *Based on the findings below and your analysis, is there an urgency to help the people affected by the disaster? If so, what will be the recommended response plan?*  *This section outlines your response recommendations which identifies the needs of the affected people and the target number of participants that your organisation can support, why you have decided to address these needs and if you have the organizational capacity. It also looks at how many months do you need to be able to carry out this response and why.* |
| Type response here |

**Assessment locations**

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| **Region** | **City** | **Town** |
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**Affected areas and population**

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| --- | --- | --- | --- | --- |
| **Location** | **Total population** | **Total population in need or displaced** | **Total host population in need** | **Information source(s)** |
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**Findings**

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| **What are the priority needs?** What are the priority humanitarian needs? What is the severity of humanitarian need?  Identification of priority needs may come from national response plans and reports from other humanitarian actors.  As part of the preparation for the EPRP process and preparedness, organisations can ask communities beforehand how and what they would need during the first few weeks when a disaster strikes. The rapid needs assessment can focus on determining the unmet needs that you will be able to deliver and provide support based on your capacities and expertise. |
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| **Response actions taken by humanitarian actors (this includes government, Red Cross/Red Crescent, UN agencies, international and local organisations)**  The assistance provided by these actors helps your organisation decide whether there is still a need to respond. |
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| **Please explain how the areas were selected for your assessment. Are these areas severely affected by the disaster?** |
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| **What are the urgent unmet needs based on your consultation with the affected communities that you plan to support within your organizational capacities in the first six months? Why don’t they have access to these needs that the communities identified?**  Based on the priority needs identified in your EPRP contingency plan, government reports and reports from other humanitarian actors, what are the needs that you will be able to address in this response based on your capacities and expertise?  The assistance provided by these actors helps your organisation decide whether there is still a need to respond. Please list the unmet needs and explain why they have not been met. What capacities do you have as an organisation that you are able to provide these needs that is timely and efficient (consider timing of procurement and logistics). |
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| **In your consultation with the affected communities, were you able to talk to different groups of people and identify needs specific to each group? How did you separate groups during your consultation with them? How were you able to identify people who are the most vulnerable? Why are they vulnerable? Would these specific needs be included in your planned response?**  Vulnerable people are those who are not able to quickly recover from the impact of the disaster and have difficulty accessing the resources they need. This may be due to loss of resources (homes, household items, income); services (water supply, health, education, markets, economic such as savings); rights and entitlements from the government and private services (insurance, social security, or other government benefits). There are certain groups of people who are more vulnerable because of their gender or disabilities that are not easily identified which requires consulting with them separately. |
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| **Do you have safe access to the communities where you plan to respond? How are you going to reach those that still need our support? What are the risks involved in this response?** |
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| **How long do you think this response is going to be? Do you think the affected communities would still need your support after six months? Why and what kind of assistance? If you plan to continue, how are you planning to do this?** |
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