Disability-inclusive Project Cycle Management

in Humanitarian Action

18. & 19. November 2019

Location: Hotel Rossi, Lehrter Straße 66, 10557 Berlin

Overall Objective:

Participants increased their understanding of disability-inclusion as a crosscutting topic in the humanitarian project cycle and have gained practical skills on how to conduct inclusive assessments, plan & design inclusive humanitarian projects and subsequently monitor those.

Specific objectives:

- Increased understanding of human rights-based approach of disability and inclusion
- Increased understanding of the global landscape on and progress made by humanitarian community in mainstreaming disability in the PCM
- Increased understanding of the approach to the inclusive project cycle and knowledge of key actions and tools to promote disability inclusion
- Participants are familiarized and access key global resources; learnings; practical experiences of HI, CBM and other key stakeholders to mainstreaming disability inclusion from needs assessment to monitoring.
- Participants have identified together their role as humanitarian programmer in promoting and coordinating on disability inclusion in the humanitarian program cycle
- Participants are introduced to the FFO tools (proposal template) and other relevant tools and increase their understanding on how to conduct an inclusion analyses, monitor and report against disability inclusion
- Participants increased their knowledge to collect quantitative and qualitative data on disability and understand how such informs inclusive programming

Facilitators: Sien Andries (HI) & Haakon Spriewald (HI)

Guest Speakers: Henry Legge (remote from South Sudan - TBC)

Method: The workshop focuses on problem-oriented learning in an interactive training style allowing time for group works to apply the learned knowledge and discussions.

Agenda

Day 1: Monday 18.11.2019	
8:45	Registration
9:00 – 9:30	**Introduction & Welcome**
9:30 – 9:45	**Project Overview** *Phase 2 – Leave no one behind!*
9:45 – 11:00	**Introduction to Understanding of Disability & Disability in Humanitarian Context** - Data snapshot on disability - Human rights-based understanding of disability - Understanding barriers, facilitators and risks in humanitarian settings - Intersectionality: Disability, Age and Gender - Impact of disasters, conflicts and humanitarian emergencies on persons with disabilities
11:00 – 11:15	**Coffee Break**
11:15 – 12:15	**What is Inclusive Humanitarian Action?** - Inclusive Humanitarian Action principles, key approaches and standards - Practical examples - Overview of general guidelines for inclusive humanitarian action - What is coming next and where are gaps?
12:30 – 13:00	**Language Matters!** - Discussion on correct terms and disability-sensitive language
13:00 – 14:00	**Lunch**

14:00 – 14:45	**Setting the Frame: The 4 Phases of the Project Cycle**
	- Discussion around the 4 phases around inclusion:
	   o Assessment
	   o Project Planning & Design
	   o Project Implementation & Monitoring
	   o Evaluation
	- Current developments in inclusive PCM

14:45 – 16:00	**Inclusion in the Assessment Phase – Key Actions and Tools** - Key actions and tools to ensure an inclusive assessment - Actions for the preparedness phase - Disability data collection & situational analysis - Case study on South Sudan - Discussion: Participants' roles & steering opportunities
16: 00 – 16:15	**Coffee Break**
16:15 – 17:15	**Inclusion in the Assessment Phase – Application** - Based on scenarios the groups develop an inclusive emergency preparedness plan and an approach for an inclusive assessment
17:15 – 17:30	**Wrap up of the Day and Feedback Round**
17:30	**End of Day 1**

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Day 2 - Tuesday 19.11.2019	
8:45	Recap of Day 1
9:00 – 09:45	**Inclusion in the Assessment Phase – Group Presentations** - Each group presents their work - Discussions & Feedback
9:45 – 10:45	**Inclusion in the Planning & Design Phase – Key Actions** - How can collected data inform inclusive programming? - Key actions, tools and activities - Identification of partners and necessary staffing - Inclusive Logframes: Mainstreaming disability in results, activities & indicators - Inclusive budgets: key considerations - Discussion: Participants' roles & steering opportunities
10:45 – 11:00	**Coffee Break**
11:00 – 12:00	**Inclusion in the Planning & Design Phase – Application** - Based on scenarios the groups develop an inclusive Logframe - and discuss key implications for budgets
12:00 – 12:45	**Inclusion in the Planning & Design Phase – Group Presentations** - Each group presents their work - Discussions & Feedback
12:45 – 13:45	**Lunch**
13:45 – 14:45	**Inclusion in Implementation & Monitoring – Key Approaches** - Key actions and approaches - Available tools for qualitative programming - Case studies and examples of inclusive implementation - How can an inclusive monitoring visit look like? - Monitoring check-lists and what to do with the information? - Discussion: Participants' roles & steering opportunities
14:45 – 15:45	**Inclusion in Implementation & Monitoring – Application** - Based on scenarios the groups develop an inclusive monitoring plan and check-list
15:45 – 16:30	**Inclusion in Implementation & Monitoring – Group Presentations** - Each group presents their work - Discussions & Feedback
16:30 – 17:10	**Planning Forward** - Small groups discuss next steps and actions to mainstream disability for their field of work
17:10 – 17:30	**Wrap up of the training & feedback, evaluation forms**
17:30	**End of Day 2**