



Cash in Emergencies Toolkit Overview



International Federation
of Red Cross and Red Crescent Societies

M1 Preparedness

- M1_1 Prepare and analyse
- M1_2 Develop and implement
- M1_3 Review, learn and improve

M2 Assessment

- M2_1 Planning and preparation
- M2_2 Cash sensitive community assessment
- M2_3 Rapid market assessment
- M2_4 Service providers, organisational capacity and risk analysis

M3 Response Analysis

- M3_1 Feasibility, modality and mechanism selection
- M3_2 Decisions on transfer value
- M3_3 Targeting decisions

M4 Set-up & Implementation

- M4_1 Programme set-up
- M4_2 Beneficiary communication and accountability
- M4_3 Service provider selection
- M4_4 Registration and identification
- M4_5 Distribution and encashment

M5 Monitoring & Evaluation

- M5_1 CTP M&E planning
- M5_2 Programme monitoring
- M5_3 Market monitoring
- M5_4 CTP evaluation

Sub-Steps Overview

M1 Preparedness

M1_1 Prepare and analyse

- _1 Secondary data review and analysis
- _2 Primary data collection and analysis
- _3 Baseline documentation
- _4 Scenario development and analysis
- _5 Building stakeholder engagement in CTP preparedness
- _6 Preparedness gap analysis and self assessment
- _7 Develop and implement key advocacy messages

M1_2 Develop and implement

- _1 Appoint a national society focal point
- _2 Establish a CTP technical working group
- _3 Develop the CTP preparedness plan of action
- _4 Develop CTP standard operations procedures
- _5 Mainstream CTP into strategic, contingency and response plans
- _6 Incorporate CTP into HR systems
- _7 Incorporate CTP into financial systems
- _8 Incorporate CTP into M&E systems
- _9 Incorporate CTP into resources mobilization systems
- _10 Conduct a simulation and/or pilot
- _11 Internal and external coordination of CTP actions
- _12 Develop and implement CTP comms strategy and awareness materials

M1_3 Review, learn and improve

- _1 Creating a learning environment
- _2 Internal review of CTP operations
- _3 External evaluation of CTP operations
- _4 Document and disseminate learning

M2 Assessment

M2_1 Planning and preparation

- _1 Initial decision for cash
- _2 Choose assessment tools
- _3 Find relevant secondary data
- _4 Map stakeholders

M2_2 Cash sensitive community assessment

- _1 Get cash-specific information from community
- _2 Understand Access to market and financial services
- _3 Identify and quantify priority needs
- _4 Consolidate community finding

M2_3 Rapid market assessment

- _1 Identify key commodities and markets
- _2 Collect market information
- _3 Consolidate market findings

M2_4 Service providers, organisational capacity and risk analysis

- _1 Assess financial services
- _2 Assess organizational capacity
- _3 External evaluation of CTP

M3 Response Analysis

M3_1 Feasibility, modality and mechanism selection

- _1 Explore response options
- _2 Check if cash is feasible
- _3 Identify relevant comparison criteria
- _4 Conduct through risk analysis
- _5 Calculate cost-efficiency
- _6 Compare options and make a decision

M3_2 Decisions on transfer value

- _1 Set the value
- _2 Adjust the value

M3_3 Targeting decisions

- _1 Identify most affected areas
- _2 Identify targeting criteria and mechanism

M4 Set-up & Implementation

M4_1 Programme set-up

- _1 Develop CTP operation plan
- _2 Internal coordination
- _3 Coordination with other actors

M4_2 Beneficiary communication and accountability

- _1 Develop a BCA plan
- _2 Build staff capacity
- _3 Select communication channels and tools
- _4 Develop messages for target audience
- _5 Develop feedback and complaint mechanism
- _6 Review and learn

M4_3 Service provider selection

- _1 Research potential service providers
- _2 Identify targeting criteria and mechanism
- _3 Adjust the value
- _4 Adjust the value

M4_4 Registration and identification

- _1 Plan and prepare for registration
- _2 Identification and authentication

M4_5 Distribution and encashment

- _1 Training and communication
- _2 Planning and implementing distributions
- _3 Encashment planning
- _4 Adjust the value

M5 Monitoring & Evaluation

M5_1 CTP M&E planning

- _1 Develop M&E strategy
- _2 Build staff capacity

M5_2 Programme monitoring

- _1 Baseline
- _2 Encashment monitoring
- _3 Post-distribution monitoring

M5_3 Market monitoring

- _1 Monitor traders
- _2 Monitor Price data
- _3 Respond to price changes

M5_4 CTP evaluation

- _1 Set evaluation criteria and questions
- _2 Prepare evaluation ToRs
- _3 Generate reports