A GLOBAL NGO NETWORK
FOR PRINCIPLED AND EFFECTIVE
HUMANITARIAN ACTION

GOOD PRACTICE TEMPLATE AND GUIDE

LOCALIZATION - Compiling Good Practices on the Participation, Representation and Leadership of Local Actors in Coordination Mechanisms and approaches to involve affected populations in humanitarian response.

This template is a checklist that can assist you in capturing the necessary data, information and evidence to document a good practice. Based on the information available, please answer the guiding questions below **as relevant** (not all questions are applicable to the different good practices). If possible, provide a consolidated text per section ("Element"). This template was developed on the basis of the 2021 IASC Guidance on Localization, aimed at supporting efforts to strengthen the meaningful participation, representation, and leadership of local and national humanitarian actors (L/NAs) within IASC humanitarian coordination structures.[1] The compilation and dissemination of good practices is part of the commitments for the IASC Task force on Localization.

Overall objective of compiling the data will lead into publishing the good practices for learning and exchange and for inspiring progresses and positive change regarding the meaningful participation of local actors in Humanitarian Coordination platforms.

Who can participate and submit the info: Local and national humanitarian actors (L/NAs), INGOs, UN agencies and any relevant stakeholder

Timeframe: The template should be filled by 10 February 2023 and sent to the IASCcorrespondence@un.org
 (copy of the template in French and/or Arabic may be available upon request). Please refer to the 2021 IASC Guidance on Localization to assess the data of your good practice against the IASC pillars and detailed explanation for each.

Title and subtitle

Title should preferably include name of practice and for what type of risk/shocks/crisis/context this practice is implemented. The region/country of where the practice was implemented should also be in indicated in either title or subtitle.
Subtitle should be practical and indicate key achievement to improve the meaningful Participation, Representation and Leadership of Local Actors in Coordination Mechanisms

Authors

Name, title,
organization, email

	Element	Guiding questions
	Geographical coverage	• In which country, region, province and/or district has the good practice been implemented and replicated? (map, if available)
	Actors and Stakeholders	• Who are the financial partners/donors? • Who are the implementing partners?

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[1] The original draft of this good practice template was developed by the KORE (Knowledge Platform for Emergencies and Resilience) team in the Office of Emergencies and Resilience of the Food and Agriculture Organization (FAO).

		• What is the nature of the partnership?
	People of Concern	• Who are the target people engaged in the practice (in a direct or indirect way)? • Provide available sex-and age-disaggregated data, including the nature of the involvement of men and women, youth, elderly and/or disabled people and also refugees/IDPs/host community/settled population/pastoralists (if applicable) (*you can attach final reports, case studies, or a summary shows requested data above*
	Gender	• Are there specific gender-related challenges the good practice was trying to address? • Are any gender objectives or indicators included?

	Context *(not exceed 250 words)*	What was the overall context/background situation?
	Implementation and objective *(not exceed 250 words)*	• Within what intervention (programme / project), was the good practice implemented? Specify timeframe and implementation cost, if available • What is the aim/objective of the good practice?
	Methodological approach *(not exceeding one page)*	1. Describe the methodological approach step-by-step so that it can be easily understood and replicated by others (the different practical steps can be listed as bullet points, if relevant) 2. Were any needs assessments conducted? If so, what were the main needs identified? 3. Which activities were included to support local actors and initiatives? Briefly describe them in relation to the localization elements below: 3.1 Representation and participation • In what ways do L/NAs participate in the process? Are they involved in information exchanges and decision-making fora? • Are age, gender and diversity considerations taken into account, including Women Led Organizations (WLOs), Women Rights Organizations (WROs), LGBTI+ groups, Organization of Persons with Disabilities (OPDs), youth groups and older persons' organizations, as well as other priority and marginalized groups? 3.2 Leadership • Why is local leadership needed in this context? On what? • Who are the key leading stakeholders and in what ways are they leading? • Do local actors co-lead, facilitate or co-facilitate and co-chair humanitarian coordination platforms (HCT, ICCGs, Clusters)? 3.3 Capacity strengthening • Describe the capacity development approach of the intervention (if any), including modalities of knowledge and skills transfer

- Describe – if there is any potential involvement of governments and/or decentralised authorities
- What technical capacities are being strengthened, and how are these skills mainstreamed and translated at the local level?

3.4 Partnership

- Which partners are involved in this practice, and what are their respective roles?
- Is the partnership on short- or long- term basis?

3.5 Resourcing

- Is there a multi-year funding mechanism in place? If so, how is it functioning?
- Does it include un-earmarked funds or flexible funds to allow change in priorities with an evolving humanitarian situation?
- Does it include sufficient overhead costs for management and future institutional development?

3.6 Preparedness, response and humanitarian-development-peace collaboration

How does this practice support and/or advance local actors in the coordination of humanitarian, development and peace actors?

Results and impact

(not exceed 400 words and avoid repetition with the previous section on methodology)

The following section (*Results* and *Impacts*) provides guidance in identifying the level of available evidence that qualifies the experience as a good practice or promising practice. The information must be presented clearly and supported by data (with sources and dates) if available.

What results have been achieved through the implementation of the practice?

- **REPRESENTATION**: What is the impact of this practice on local actors' representation in leadership and decision-making processes?
- **PARTICIPATION**: Did this practice influence the engagement of WLOs, OPDs and other diversity groups at the coordination body (HCT, ICCGs, Clusters)? If so how?
- **LEADERSHIP**: Did this practice contribute to have local actors co-lead, facilitate or co-facilitate and co-chair humanitarian coordination platforms (HCT, ICCGs, Clusters)? If so, how?
- **PARTNERSHIP:** How does this practice contribute to fostering equitable and meaningful partnerships?
- **CAPACITY STRENGTHENING**: What is the impact of this practice on how local actors are influencing the discussions at the humanitarian coordination platforms? Is there any learning opportunity such as twinning/mentoring as learning development programme?
- **RESOURCING:** How many staffs, staff hours/ or equivalent dedicated to support localisation of coordination (RC/HC Office, OCHA)?

Sustainability

- To what extent is the practice institutionally (in terms of national/regional ownership), socially and financially sustainable?

	Replicability and upscaling	• Has this practice been replicated, in the same context? In different contexts?
		• What are the required conditions to replicate and adapt the practice in another context/geographical area or at a larger scale (national, regional, international)?
	Key learning	In conclusion, what are the lessons learned worth highlighting to different types of audiences, for programming, adaptive management, policy making, etc.?
	Related resources	• List of references about the practice (Training manuals, guidelines, pictures, video, websites, etc.). Project documents and reports, including monitoring and evaluation studies are also an important source of information to highlight evidence of the project impacts.
	Contact details	• Person to be contacted for more information (name, title, email).

For further information and/or clarification kindly contact the below emails addresses

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