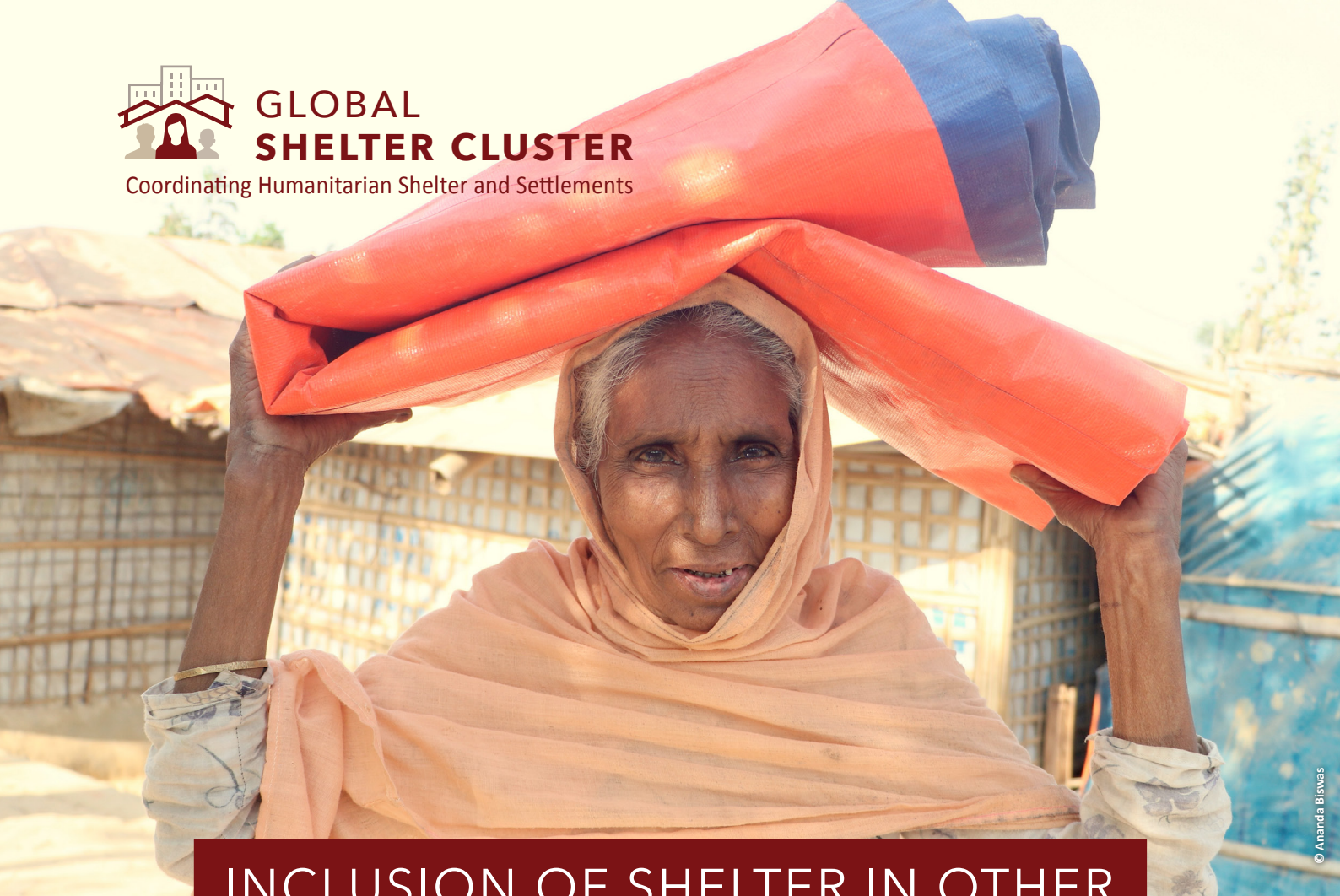




GLOBAL SHELTER CLUSTER

Coordinating Humanitarian Shelter and Settlements

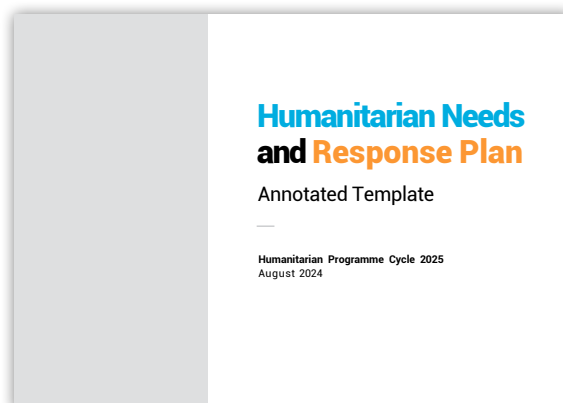


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INCLUSION OF SHELTER IN OTHER HUMANITARIAN NEEDS AND RESPONSE PLAN (HNRP) SECTIONS AND CHAPTERS

This tip-sheet is designed to guide country-level Shelter Cluster Coordinators in ensuring that Shelter and Non-Food Items (NFI) considerations are included not only in the shelter-specific chapter of the Humanitarian Needs and Response Plan (HNRP), but also integrated into other key sections. By engaging strategically, shelter needs can be elevated across various thematic areas of the HNRP.

This guidance is based on the “HNRP Annotated Template, Humanitarian Programme Cycle 2025” (August 2024). The HNRP is structured as follows:



HNRP TEMPLATE: KEY SECTIONS

1. HUMANITARIAN NEEDS

- 1.1 Crisis Overview
- 1.2 Analysis of Shocks, Risks, and Humanitarian Needs
- 1.3 People in Need (PiN) Breakdown

2. HUMANITARIAN RESPONSE

- 2.1 Humanitarian Response Strategy
- 2.2 Response Boundary-Setting, Prioritization, and Risk-Informed Action
- 2.3 People Targeted Breakdown
- 2.4 Strategic Objectives
- 2.5 Planning Assumptions, Operational Capacity & Access, and Response Trends
- 2.6 Accountable, Inclusive, and Quality Programming
- 2.7 Cost of the Response
- 2.8 Multipurpose Cash Section and Cash & Voucher Assistance Overview
- 2.9 Monitoring

3. CLUSTER/SECTOR/AOR PAGES (SHELTER-SPECIFIC CHAPTER)

4. REFUGEE RESPONSE PLAN ANNEXES

Each section of the HNRP presents an opportunity for the Shelter Cluster to ensure that the shelter sector's needs, challenges, and contributions are reflected. While OCHA leads the drafting process, Shelter Cluster Coordinators can provide valuable input, ensuring that shelter is highlighted throughout the document, not only in the sector-specific chapter.

The following guidance outlines key recommendations and advice for Shelter Cluster Coordinators to engage with OCHA in the development of each relevant HNRP section.

1

HUMANITARIAN NEEDS

1.1 CRISIS OVERVIEW

- Advice to OCHA: If specific shelter and NFI needs are identified, recommend that these are included in this section of the HNRP to highlight unique challenges in the shelter sector.
- Advice to Coordinators: While not included directly in the HNRP, develop a Protection Risk Mapping Exercise to identify and mitigate protection and other risks in shelter activities planned for the HNRP.

1.2 ANALYSIS OF SHOCKS, RISKS, AND HUMANITARIAN NEEDS

- Recommendation to OCHA: Highlight specific risks and shocks related to shelter, such as the impacts of climate change, conflict-related destruction, or natural disasters on housing and displacement. Provide justifications on how these shocks impact shelter needs.

- Advice to Coordinators: Shelter must be prominently featured as a sector contributing to the People in Need (PiN) calculation. Work closely with OCHA to ensure this is reflected based on evidence from shelter assessments.
- Recommendation on Community Preferences: Provide OCHA with any available data on community preferences related to shelter assistance (e.g., cash-based assistance, preferred shelter materials) for inclusion in this section.

2

HUMANITARIAN RESPONSE

2.1 HUMANITARIAN RESPONSE STRATEGY

- Financial Ask: Recommend that OCHA includes a table showing the financial ask per sector, ensuring that the shelter sector's budget is clearly visible alongside other sectors.
- PiN and Target per Sector: Encourage OCHA to include the PiN and people targeted by sector, emphasizing the shelter sector's contributions to the overall response.
- Centrality of Protection: Advocate for shelter to be explicitly linked to protection outcomes, ensuring that the sector's role in safeguarding communities is recognized.

2.2 RESPONSE BOUNDARY-SETTING, PRIORITIZATION & RISK-INFORMED ACTION

- Response Preferences: Proactively gather testimonials and evidence of shelter-related preferences and share these with OCHA for inclusion. These can humanize shelter needs and increase visibility in this section.
- Humanitarian-Development Collaboration: Suggest references to durable shelter solutions and nexus approaches that bridge humanitarian and development efforts in protracted crises.

2.4 STRATEGIC OBJECTIVES

- Cluster Engagement: While this section is not open to sector-specific input, ensure that shelter cluster objectives align with the overall strategic objectives developed at the ICCG level.

2.5 PLANNING ASSUMPTIONS, OPERATIONAL CAPACITY & ACCESS, RESPONSE TRENDS

- Planning Assumptions: Identify and share with OCHA any assumptions specific to shelter operations (e.g., access challenges, seasonal impacts) for inclusion in the draft before it is finalized.
- Coordination Approaches: Review this section to ensure that it reflects the shelter cluster's coordination mechanisms and complements other sectors' efforts.

2.6 ACCOUNTABLE, INCLUSIVE & QUALITY PROGRAMMING

- Environmental Considerations: Request that OCHA includes references to environmental considerations in this section, especially in relation to shelter activities that could have ecological impacts (e.g., deforestation for construction materials).

2.7 COST OF THE RESPONSE

- Innovative Approaches: If the shelter cluster has identified innovative or cost-effective approaches (e.g., sustainable shelter designs, winterization strategies), ensure that OCHA highlights these in the response cost section.

- Winterization: Emphasize the need for timely winterization assistance and advocate for specific reference to funding and operational timelines to be included in this section.

2.8 MULTIPURPOSE CASH (MPC) & CASH AND VOUCHER ASSISTANCE (CVA)

- MPC & Shelter: If shelter and NFI are included in the minimum expenditure basket for multipurpose cash, ensure that OCHA reflects this in the MPC section. Highlight any limitations of MPC in meeting shelter needs.
- Cash and Voucher Assistance (CVA): If the Shelter Cluster plans to use cash or vouchers as a modality, inform OCHA to ensure that this is mentioned in the HNRP.

2.9 MONITORING

- Environmental Monitoring: Suggest that OCHA includes an environmental component in the monitoring plan, particularly for shelter interventions that may have environmental impacts (e.g., use of natural resources for construction).

3

CLUSTER/SECTOR/AOR PAGES

- Refer to the Dedicated Tipsheet: For guidance on drafting the shelter-specific chapter, refer to the [detailed tipsheet provided specifically for this purpose.](#)

This tip-sheet provides recommendations to ensure that the shelter sector is adequately represented throughout the HNRP. Engaging with OCHA early in the process and providing data, justifications, and strategic input can elevate shelter issues across various chapters, beyond the shelter-specific sector pages.

