



GiE Guidance Note Series, April 2024



## GiE and Project Budgeting

### Gender in Emergencies Guidance Note Series

*This guidance note explains how to financially resource Gender in Emergencies in humanitarian programming. It outlines key considerations for how to include and build GiE into your program budgeting. It is intended for program managers, finance staff, and relevant support staff. This guidance may be updated periodically.*

### Why do you need to budget for GiE in your proposal?

CARE has a clear **organizational commitment** to promote the equal realization of dignity and rights for women, men, boys and girls. The focus on gender equality is a key part of CARE's Vision 2030, as well as part of CARE's Gender Equality Impact Strategy. CARE's Humanitarian Impact Area Strategy emphasizes the focus on understanding and responding to the different needs of those affected by natural disasters and conflict. The goal of the strategy is to be a leading agency having lasting impacts on the needs of women, men, boys and girls affected by crises around the world.

Given these commitments, gender in emergencies is an integral part of all CARE's humanitarian programming. CARE's ability to respond to an emergency in gender responsive ways is directly linked with its ability to properly resource our commitments. **Budgeting** is one of the most important components of making sure CARE can meet these GiE obligations!

### How to include GiE in your budgets?

There are two ways to integrate Gender in Emergencies into your budgets.

- As integrated elements across humanitarian programming
- As stand-alone GiE programming, such as specific GBV activities or Women Lead in Emergencies programs.

All humanitarian programming needs to have gender elements included. This is non-negotiable, for CARE to ensure we are responding to emergencies in gender responsive ways. These are what we call **integrated GiE elements**, that should be included in all budgets. This may include items such as budgeting for gender-sensitive assessments, having GiE staffing in place, or budget for consultations with women and girls during activity implementation. The full list of integrated elements that should be included in project budgets is explored in the rest of this guidance note.

There are also humanitarian contexts where CARE will decide to implement **stand-alone GiE programs**. This could be GBV and protection programming, such as GBV prevention activities, setting up women and girls' safe spaces, or psychological support for GBV survivors. There may also be specific women's voice and leadership programming that requires a separate budget, such as CARE's flagship Women Lead in Emergencies program. Budgeting for standalone programming will depend on your context and how CARE teams have chosen to respond to the emergency.



**Attention!** While standalone GiE programming is common, it is not a requirement for a humanitarian response. However, integrated GE elements should be included in every emergency portfolio. The following outlines key considerations when integrating GiE into program budgets.

As you integrate gender into your budgets, it is important to reflect on the core pillars of [Gender in Emergencies Theory of Change](#). Budgets should include resources for GiE key components including [Rapid Gender Analysis](#); ensuring integration across emergency technical sectors through the [Gender Minimum Commitments](#); working to increase [Women's Voice and Leadership](#) in crises; and addressing the risks of [Gender-Based Violence](#); as well as ensuring gender in emergency preparedness and adequate gender technical capacity across program teams.

Some concrete examples of what to think of while budgeting include:

1. **Staffing:** Have you developed a staffing plan for GiE in the response? Do you have a GiE Advisor, or are you planning to recruit? See the GiE and Human Resources guidance note for more support on how to properly staff GiE for a response.
2. **Technical expertise:** Have you budgeted for technical expertise to support GiE in your humanitarian programming? This is particularly important at the onset of a crisis, where GiE technical staff can support setting up systems, starting an RGA, training teams, and coordinating with other GiE and protection actors. We suggest at least 30 days of support during a sudden onset emergency. GiE technical support may be from the global team, regional unit, RRT, or RED Roster.
3. **Training:** Have you budgeted for GiE training for the emergency team? This should ideally be part of your emergency preparedness planning phase, but it can also be built into ongoing emergencies. All staff are expected to be trained in core concepts of GiE, in addition to GEDI/REDI trainings.
4. **Gender-sensitive needs assessments and Rapid Gender Analysis:** Costs for a [Rapid Gender Analysis](#) and/or gender-sensitive need assessment may include budget for training the team, hiring enumerators, travel to field sites, fieldwork costs such as refreshments, and cost for writing, printing, and disseminating the final report.
5. **Activities to integrate the Gender Minimum Commitments:** The emergency technical sectors are required to uphold the [Gender Minimum Commitments](#). Costs will depend on the specific activities proposed but may include things such as community consultations with women and girls or budget to ensure activities are adapted to gendered needs (such as materials to adapt hygiene kits or to supply gender-appropriate

shelter options). Each sector lead should include these resources in sector budgets, which may look different depending on the context!

6. **Activities for women and girls voice and leadership:** Have you budgeted for activities that will work to increase the voice and leadership of women and girls in crises? This may be activities such as mapping women’s rights organizations, holding consultations, or starting partnerships with WLOs/WROs. Are there financial resources you can provide directly to women’s groups (see models like [WLiE](#) for more guidance)?
7. **GBV risk mitigation activities:** All CARE humanitarian programming is required to have [GBV risk mitigation](#). Make sure you budget for activities such as GBV training for staff, GBV risk assessments, safety audits, referral pathway mapping or setting up safe and confidential referral spaces. Specific activities will depend on the project context.
8. **MEAL:** Have you budgeted for gender-responsive monitoring activities? This may include activities such as reflection sessions, Gender Marker training, learning activities or evaluations. Make sure you also budget for feedback and complaint mechanisms and accountability structures. Safeguarding should also be included, but this is a separate component from GiE and should be resourced accordingly (see [safeguarding hub](#) for more support)



**Attention!** The above points are the most critical aspects for integrating GiE across all emergency programming. Standalone GiE projects, such as GBV or WLiE programming, will need additional budget for project activities.

## How much should we include in our GiE budget?

As every humanitarian project is unique, there is not one standard answer to this question. The GiE team has come up with some estimates that can help you as you build your budget, that can be found [here](#).

As every humanitarian crisis is different, however, overall cost will depend greatly on your specific context and the resources available. We suggest that teams don’t limit themselves with a hard, final number, but try and make sure they have included the above elements throughout their project.

Reach out to the GiE Global team if you need support during the budget development phase.

## Tips for Successful Resourcing of GiE

- **Know your donor:** It’s important to have a good understanding of donors open to GiE. Some donors, like Canada or Norway, are supportive of GiE and look to fund specific gender-focused activities. For other donors, you may need to integrate it into sector activities. While those arriving to respond to an emergency or individual proposal writers may not have comprehensive understanding of a particular donor and how to position gender-issues, the CARE member partner or colleagues at HQ should have the background knowledge to support with proposals.
- **Specific gender section vs. mainstreaming:** You do not need a specific gender section of your budget. Even in projects where the donor does not have funding for specific gender activities, there are many options to mainstream the important elements. For example, in a WASH program, you can build in

budgets for community consultations with women and girls before starting activities, to make sure that your WASH structures are gender responsive.

- **Internal activities are just as important as external:** While making sure there are resources for external programming is important, it is also important to not forget budgets for core internal work. Make sure budgets include trainings, such as GiE training, or GEDI/REDI trainings or reflection workshops. When CARE invests in staff to do internal gender work in our teams, this always leads to better programming!
- **A little goes a long way:** You don't need thousands of dollars to start budgeting for GiE. The most important is that you start off somewhere. Even starting small, with resources for staffing, training and assessments, can make an important difference in programming. Small actions will lead to higher quality programming – which can lead to more funding over time to build on these critical GiE elements!

### Want more information?

Additional GiE tools, guidance, and resources can be found on CARE's [Gender in Emergencies SharePoint](#) page or the [CARE Emergency Toolbox](#).

### Looking for technical support or have a question?

The CARE Global GiE team is also here to support you!

For general GiE inquiries, reach out to [leora.ward@care.org](mailto:leora.ward@care.org) or [heather.cole@care.org](mailto:heather.cole@care.org).

For inquiries on Rapid Gender Analysis, reach out to [laura.tashjian@care.org](mailto:laura.tashjian@care.org)

For inquiries on Women Lead in Emergencies, reach out to [oneil@careinternational.org](mailto:oneil@careinternational.org)

For inquiries on GBViE, reach out to CARE Egypt Foundation (contact coming soon!) or [erin.patrick@care.org](mailto:erin.patrick@care.org)