Financial Tracking Services (FTS) Basic Questions and Answers on the Service and its Functions

This document captures some basic questions about FTS and its service. It is intended to help users as they navigate the service and its platform. This document will be continuously updated and shared through the FTS platform. If your question is not answered in this document, please contact FTS directly at fts@un.org.

This Q&A document is organized as follows:

1. Introductory questions
2. Affected Countries related queries
3. Plans/Appeals related queries
4. Global sector/Field Cluster queries
5. FTS terminology/key concepts
6. Reporting to FTS
7. Advanced search

1) INTRODUCTORY QUESTIONS

1.1. What kind of information can I find in FTS?

The Financial Tracking System (FTS) provides funding data related to humanitarian contributions and it makes available fully downloadable data and information on humanitarian funding flows at global level. FTS collects, curates, and publishes all data reported to it by designated focal points within key humanitarian organizations. This is known as "total funding reported." Some of this funding may contribute to collectively agreed objectives, activities, and projects within Humanitarian Response Plans (HRPs) while other data may fall outside coordinated appeals. In case of funding data related inter-agency coordinated appeals, FTS provides funding information on requirements and incoming funding to measure the progress towards the total funding requests at country level as well as at global level. This is known as "total GHO funding." FTS presents data in different forms: through downloadable excel sheet, through ready to read list of funding flows ("reports"), as well as through graphics on trends and geographical coverage.

1.2 How is the FTS main webpage organized and how do I navigate through it?

FTS homepage is organized by year with the current year as the default. It presents a geographical map with three views: 'where funds are from, 'where funds are going' and 'progress on appeals. The map is by default set up on 'progress on appeals' to show the coverage of funding across the plans globally. Users can in any case shift from one view to another one by clicking on the top bar menu in gray, which changes to dark blues when selected:

Where funds are from	Where funds are going	Progress on appeals

Where funds are from	Where funds are going	Progress on appeals

Users can change the selected year, clicking on the drop-down menu of year on the right side of the main title.

If users are unaware of the location of a certain country, it is possible to search for it in the dedicated area within the geographical map. The country will be identified by the system with a colored balloon depicting the amount of funding received or provided

From the homepage, users can navigate the main areas below:

Affected Countries

Appeals/Plans

Donors

Global Sector

Pooled Fund
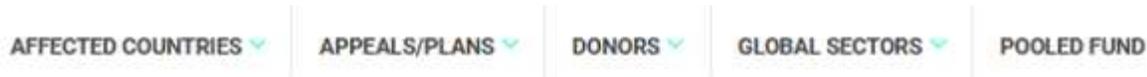
1.3. Are there any tutorials for users?

On the top right of the home page, users can access "Tutorials" where key guiding documents are stored as well as the "Help" page where API data and Glossary are available. The "how to guide" page returns

users to "Tutorials." Please note that the "Tutorials" are being updated during 2022. For the Glossary, see chapter 2 of this document as well.

How to guides

For each of the main areas listed above, let's see the most frequently asked questions

2) AFFECTED COUNTRIES RELATED QUERIES

2.1. What is the difference between a country page and the related plan page?

The key and most important difference between a Country page (for example: "Afghanistan") and a Plan page (for example: "Afghanistan Humanitarian Response Plan") is the funding data presented.

While the country page includes all humanitarian funding flowing to the given country, the plan page only includes funding flowing to the related coordinated plan/appeal. This means that the country page contains funding data for all plans in that country and for activities outside existing plans, while the plan page only information on the plan being tracked.

2.2. How do I access my Country Page?

There a several ways to access country pages in FTS. Let's look at the most prominent ones:

a. In the home page within the geographical map, click on the middle option "Where funds are going." Identify your country of interest in the geographical map (if money has been received, you will see a colored balloon). Move the mouse on the colored balloon related to the country of your interest. Once the hyperlink shows the name of the country, click on it. The website will take you to the country page
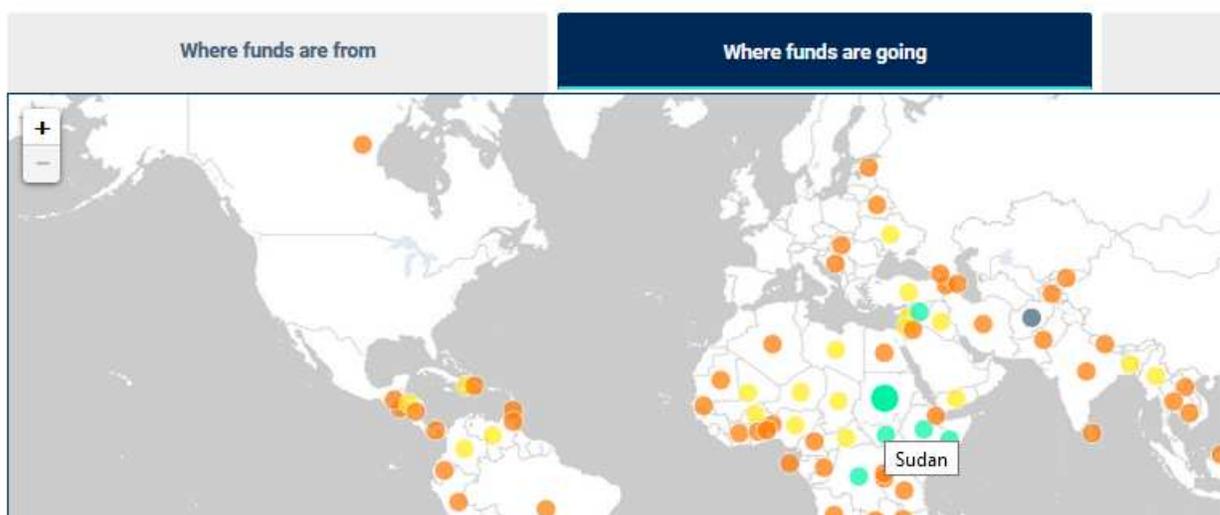
b. On the main bar menu on the top, under "Affected countries," type the name of your country (i.e.: "Sudan"); the system will present you the full name of the country. At this point you can click on it. The website will take you to the country page.

c. Thirdly, there is the option for those users who cannot identify the country of interest geographically: it is possible to use the "Map" search as per below

2.3 Where do I find the list of total funding to my country of concern?

Once on the country page, you can access the most prominent information related to the total humanitarian funding. It will be represented in a light blue bar. See below the case of Sudan in 2022. This is called "**Country Summary Tab**." In the case of Sudan 2022, the total funding (in and outside any coordinated plan) is US $ 161.8 million.

Sudan 2022

FTS shows the amount flowing towards coordinated appeals/plans and outside appeals/plans. **Dark blue** for funding inside plans/appeals and **green color** for outside funding. The sum of the two values gives the 'total funding'- in this case US $ 161.8 million. Obviously, this is true only for countries where a coordinated plan/appeal exists.

Users can also see the details behind individual contributions amounting to the total funding. This can be done by moving to the "**Country Data Tab**". The Country Data Tab will show a list of all funding contributions reported to FTS against the given Country. The funding data are organized ('grouped' in FTS terminology) as per '**individual flows**" by default. In this case we have 36 flows reported.

2.4 How can I have more detailed information on a single funding flow or contribution?

A funding contribution in FTS is called 'funding flow' or just a 'flow.' Each flow in FTS is identified by a unique code, called a "flow code" which is found in the first left-hand column of the flow. The 'flow code' in FTS website always connects to a hyperlink that leads users to a detailed flow page where additional information around the contributions is reported.

Flow ID ▲	Source org.	Destination org.	Description	Sector	Amount (US$)	Funding status	Boundary
#185884	Germany, Government of	KFW Development	The aim of the project is to provide particularly vulnerable children and young people with a migration background or within host communities with improved access to integrated basic services such as education, WASH and child protection.	Protection - Child Protection | Education | Water Sanitation Hygiene	19,908,987 (shared on boundary)	Commitment	Incoming

When clicking on the flow code, the website lets users access the flow page where more info is reported around the given funding contribution.

Details

Flow status	Commitment
Flow date	27/12/2018
Description	The aim of the project is to provide particularly vulnerable children and young people with a migration background or within host communities with improved access to integrated basic services such as education, WASH and child protection.
Original amount	€17,500,000
Original currency	European Euro
Exchange rate	0.879
Budget year	2018
Decision date	27/12/2018
New money	Yes
Earmarking	earmarked
Version ID	2
Created	25/01/2019
Last updated	14/02/2019
Modality	Traditional aid
Donor project code	2018.1853.3
Reporting organization	Germany, Government of

2.5 How can I see funding data organized by donors or by recipients in a given Country?

Under the Country Data tab, users can click on the drop-down menu and select the related area by which the data can be 'grouped'. Options are as per below. The most prominent ones to be used in the Data Tab are:

- Donor type
- Recipient type

Sudan 2022

COUNTRY SUMMARY   COUNTRY DATA

Totals

View by   Individual flows ▾

Individual flows

Total incoming funding:	US$161,839,371
Outgoing funding:	US$0
Incoming minus outgoing funding:	US$161,839,371
Total pledges:	US$0

Donor

Donor type

Recipient

Recipient type

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Sector

Flow ID ▲	Source org.	Destination org.	Description	Sector	Amount (US$)

2.6 How can I get information on the key donors to specific humanitarian activities in a given Country?

In general, the donors and recipient organizations providing and receiving humanitarian funding in each country can be easily found in the ready to read reports under the 'Country Summary Tab

page'. Users can scroll down the page and look for the two main tables, **'Funding by source',** **"Largest UN Agencies" and "Largest NGO recipients"**

Funding by source

- United States of America, Government of
- Germany, Government of
- Canada, Government of
- Switzerland, Government of
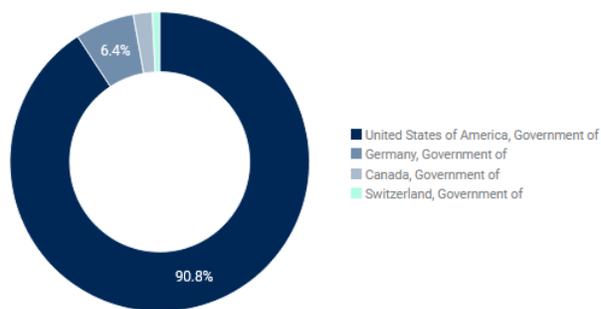
The graph shows the top 5 sources of all reported humanitarian funding in the Country; a source of funding can be a UN member state, an international organization, a private donor, a UN Agency, etc...

Show more

2.7. How is funding by source in a Country Page different from donors to the country-appeal?

In the funding by source table within the Country Page, FTS reports all humanitarian funding data to the country in and outside plan; while the funding source table within the Plan/Appeal Page only reports funding data flowing "inside the Plan/Appeal." Therefore, only funding contributions meant to support the specific Appeal/Plan activities or projects are captured.

2.8. How can I get information on the main recipient organizations of humanitarian funding in my Country?

In general, the recipient organizations providing and receiving humanitarian funding in each country can be easily found in the ready to read reports under the 'Country Summary Tab page' as stated above.

Largest UN recipients		
Recipient organization	Funded (US$m)	As a share of total funding (%)
World Food Programme	149.8	92.6%
United Nations Development Programme	1.2	0.7%
Office for the Coordination of Humanitarian Affairs	0.6	0.4%
United Nations Children's Fund	0.0	0.0%

Largest NGO, Red Cross/Red Crescent and other organizational recipients		
Recipient organization	Funded (US$m)	As a share of total funding (%)
NGOs (details not yet provided)	2.2	1.4%
Action Against Hunger	1.7	1.1%

2.9. How is funding data by largest UN agencies and largest NGOs in the Country Page different from the funding data by largest recipients in the Appeal/Plan Page?

The Country Page data provides information around the overall funding toward the Country, including funding inside and outside plan, while the Appeal/Plan page reports on funding only related to the Appeal/Plan. Therefore, only the funding contributions reported by the recipient organizations against the plan are reported in the Appeal/Plan page.

2.10. Can I access funding data related to a plan on the country page?

It is particularly interesting to enlarge our view and see all funding flowing to the country, while later reducing the perspective and focusing on the funding to the related plan/appeal. Under the country page, within the *Summary Tab,* you will see the progress on the appeal under the bar representing all funding to the country.

3) APPEALS/PLANS RELATED QUERIES

3.1. What is the difference between a country page and the related plan page?

The key and most important difference between a Country page (for example: "Afghanistan") and a Plan page (for example: "Afghanistan Humanitarian Response Plan") is the funding data you will find.

While the country page includes all humanitarian funding flowing to the given country, the plan page will only include the funding flowing to the related plan/appeal. This means that within the country page will also show and report on related plans' funding data, while the plan page will not show nor will report on country funding data outside plan.

3.2. How do I access my Plan Page?

There a several ways to access the page of your Humanitarian Response Plans (HRPs) or Flash Appeals (FAs)/ plan in FTS. Keyways are outlined below:

a. In the home page, within the geographical map, under "Progress on Appeal," move the mouse on the colored balloon related to the country of your plan. Once the name of the appeal is shown, click on the hyperlink. The website will take you to the plan page

b. On the main bar menu on the top, under Appeals/Plans, type the name of your plan (i.e."Sudan") the system will present to you all possible options related to your typing. Select the desired one (Sudan 2022 in this example) and click. The website will take you to the plan page

c. Users who unable to identify their plan in the geographical map, can you the "Search" option on the top-down option of the map, under "Progress on Appeals" and type their plan name.

3.3. How do I know the level of funding by top donors in my Plan/Appeal?

The best way to find relevant information related to a Plan/Appeal in FTS is to always look at the "Plan Summary Tab" first. FTS reports ready to read or ready to use tables and graphs and highlights the 10 top donors. See the example of Sudan HRP 2022. Under the table there is the possibility to look at all list of donors clicking on "Show more"

Largest sources of response plan/appeal funding		
	Funding for response plan/appeal (US$m)	As a share of overall funding to the response plan/appeal (%)
United States of America, Government of	143.2	97.1%
Canada, Government of	3.3	2.2%
Germany, Government of	1.0	0.7%

Show more

3.4. How do I know the level of funding by recipient organizations in my Plan/Appeal?

Differently from the Country Page where a ready to read table with top recipient organizations is reported in FTS, the Plan/Appeal page does not present a ready to read table for the top recipient organizations. It is important to know how the Filter Men on the right side of the Plan Data Tab is used.

Under the Data Tab, please group by individual flows and filter by recipient organization/ Users can select based on the specific organization needed.

Differently, if users want to know the funding requirement and funding received by an organization xyz, the steps are below:

- Group by View by cluster
- Filter by "xyz" organization

Totals

Total incoming funding:	US$782,473
Filtered original requirements:	US$1,936,697,740
Filtered current requirements: ❓	US$1,936,697,740
Coverage:	0.0%
Total pledges:	US$0

View by   Field cluster/sector   ▾

Active filters

Recipient organization:
Action Against Hunger [X]

Reset all filters

3.5 How do I filter the funding flows toward local/national NGOs only?

As per the above, under the "plan Data Tab", users can use the grouping by individual flows and then use the filter "by destination organization type" and select "local", "national" under type "NGOs." The number of the existing reported contributions / flows is indicated next to each NGO type.

Filter by destination org. type

- ☐ None (1)
- ☐ NGO (144)
  - ☐ International (124)
  - ☐ Local (7)
  - ☐ National (13)
- ☐ Other (1)
- ☐ Pooled fund (12)
  - ☐ Country-based (12)
- ☐ Red Cross/Red Crescent (1)
  - ☐ National Society (1)
- ☐ UN agency (195)

3.6 How can I get more information related to each flow under my Plan/Appeal?

Under the "Plan Data Tab" users can use the customize function on the top right of the main flow list table. Under the customization function, it is possible to add relevant fields. If the user ticks the box, saves and downloads the data the table is updated. See the example for Sudan HRP 2021 here, where the fields "Reporting organization" and "Reference code of the flow" have been added in the customized table.

3.7 Why is there so much money under "cluster unspecified"?

Often funding contribution reports submitted to FTS do not indicate the destination cluster of the fund. This is especially true in the reports from donors.

It is the responsibility of the OCHA Country Office to verify and gather additional information on all the FTS flows where the cluster remains unspecified. FTS HQ may facilitate the dialogue with UN Agencies at HQ level. How to address the issue of funding under "not specified cluster" is well explained in the guiding document under the Tutorial page here

3.8 Why are some funding contributions not linked/attributed to a Plan/Appeal?

The country office with clusters defines the boundaries of a Plan/Appeal normally. These are quite clear when the plan is based on projects' requirements (project base plan) and not only on clusters' requirements (activity-based plan). Syria plan' requirements, for example, are 'composed' by a list of projects' requirements and with those, a list of projects' 'appealing organizations' that are part of the appeal is easily identifiable both in the Humanitarian Response Plan (HRP) document and in Syria HRP FTS page. See the example for Syria HRP 2021, when grouping funding data by projects, the related list of appealing organizations ion the menu bar in FTS tells us which partners have required funds for the appeal. Any organization not part of this list will be not considered by FTS as part of the plan/appeal and its funding contributions will be attributed only to the country (in this case "Syria"), but not to the plan.

Syria Humanitarian Response Plan 2021   Select Year 2021 ▾

| APPEAL SUMMARY | APPEAL DATA |

Totals   View by Projects ▾   **Filter by appealing org.**

Total incoming funding:	US$1,967,415,375	☐ None (5)
Total original requirements:	US$4,224,416,702	☐ Abrar Organization (3)
Total current requirements:	US$4,224,416,702	☐ ACT Alliance / DanChurchAid (5)
Coverage:	46.6%	☐ ACT Alliance / Finn Church Aid (2)
Total pledges:	US$0	☐ Action Against Hunger (6)

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☐ Adventist Development and Relief Agency (6)

☐ Afaq Academy (2)

☐ AFAQ Humanitarian Relief Organization (2)

Project code ▲	Description	Appealing org.	Cluster	Current requirements US$
HSYR21-WSH-178666-1	Sewage networks rehabilitation in Northern and Southern districts of Dayr Hafir	ONG Rescate International	Water, Sanitation and Hygiene	418,963
HSYR21-HEA-178704-1	Strengthening and provision of sexual and reproductive health (SRH) services for conflict-affected populations in Syria.	United Nations Population Fund	Health	28,676,000

Notably ICRC and red cross branches do not require funding within the HRP/appeals.

All those contributions received by organizations not part of the appeal's requirements is therefore in FTS not linked/attributed to the plan.

3.9 Why is funding flow #123 not attributed to a project?

As for the case of funding outside plan in a project-based plan, if an organization does not have appealed for a project within a given cluster and it receives however contributions towards that same cluster, FTS will not attribute contributions to the plan, nor to any project.

Differently, in an activity-based plan context, since the list of participating organizations is not easily identifiable, contributions reported to FTS by organizations are simply attributed/ linked to the plan/appeal, based on the assumptions that the reporter is aware of the participation of the organization into the plan. Often FTS also uses the assumption whereby if the organization received funds towards the plan in previous years, then the organization is part of the plan/appeal in the current year as well.

Since projects do not simply exist in activity-based plans (as the activity-based plans use a different costing methodology), the FTS flows will only be linked to the organization, plan, cluster and not to a project.

3.10. I do not see the list of projects on my Plan/Appeal FTS page. Why?

If the list of projects does not show in your Plan/Appeal FTS page there may be different reasons:

- Your Plan is an activity-based cost plan and projects simply do not exist
- Your Plan is hybrid plan and even if projects are under development, it has been already published based on cluster- requirements. Projects will be "added" to the plan as they come along from the field.

Note that it is OCHA Country Office responsibility to elaborate and upload in collaboration with the clusters' partners all projects related to its Plan/Appeal using the appropriate HPC tools. FTS does only reflect what the other HPC tools data present. Projects are uploaded through the platform called "Project Module" (PM). If projects are not correctly uploaded in the platform PM, FTS cannot visualize and present the project in the plan page.

3.11. How do I distinguish in FTS plans based on activity-costing methodology and plans based on projects costing methodology?

Under the overview page of all Appeals, FTS shows the lists of plans (Humanitarian Response Plans -HRP and Flash Appeals -FA) part of the Global Humanitarian Overview (GHO) in a year.

Within each activity-based plan's funding requirement FTS has added a 'question mark' to identify those plans which are based on an activity-based costing methodology.

3.12. How do plan's boundaries impact FTS procedures for tracking?

The response plans normally are either based on project or based on clusters' requirements. With projects in a plan, we also do know the appealing organizations part of the plan and related cluster of the presented projects.

This is the case of the Lebanon Emergency Plan for example below sorted by project – right menu has the list of appealing organizations part of the plan – https://fts.unocha.org/appeals/1050/projects and this is also the case of the Syria 3RP https://fts.unocha.org/appeals/1020/projects

When the plan has only clusters' requirements, we are aware of the cluster part of the plan, but we may not know all organizations involved the plan - even if the best practice is for the country office to indicate the list of partners I the HRP document -.

The complication comes with Lebanon being part of two different plans – Syria 3RP and Lebanon Emergency, where same organizations have appealed for project under same cluster: in this case we really need to understand and know (either by the donor or by the recipient) the purpose of the fund/grant (which activity? For Syrian refugees? For Lebanese? ,etc…). Oversights can happen in those cases.

4) GLOBAL SECTORS/FIELD CLUSTER RELATED QUERIES

4.1. What is a Global Sector?

A global sector is a Sector in FTS. FTS uses Global Sector in Appeal as well, where funding data can also be grouped by "View by Global Sector" which will enclose all funding information related to Areas of Responsibilities (AORs) under the Protection Cluster in each appeal, for example, where AORs requirements have been identified. See below the example on a Plan Page or go to the Appeal/Plan session of this Guide. FTS has developed a Global Sector page in 2021, which currently shows only the AORs/Global sector related to Protection all appeals/plans. The page can be accessed through the main menu.

4.2. How do I access data per country from the global sector pages?

Within each Global Sector page, funding data on contributions flowing towards affected countries as well as towards plans/appeals are reported.

The Global Sector page only show a 'Summary Tab,' while the 'Data Tab' (as per the case of affected countries and plans/appeals) has not been developed yet. The Summary Tab page reports on the key funding data grouped by recipient country, recipients plan, donor, and recipient organization.

The set of information in the global sector page is represented in ready to read/ready to use graphs and tables which can be downloaded.

The advantage of the Global Sector Page is the possibility to aggregate data by a Global sector at global level. Without the Global Sector Page, the user would need to access single Country Pages or single Plans/Appeals pages and manually add up the funding data retrieved.

4.3. What does a Sector represent within the FTS Country Page?

Sector refers to a discrete technical area of humanitarian action. Differently from countries where a cluster system is activated and the Cluster Lead is accountable to the Humanitarian Coordinator, we refer to "Sectors" when the Government has the responsibility for coordination. In FTS the data option "View by Sector" applies exclusively to Country pages, while "View by Field Cluster" applies exclusively to Appeal pages. In general, each contribution, supporting activities towards a plan/appeal and outside a plan/appeal, is assigned to a technical area of humanitarian action. Follow the link to read more on the differences between Sector and Cluster.

4.4. Where can I find information on main sectors funded in my Country?

In general, the humanitarian funding data in each Country by sector is information provided by the website in the 'Country Summary Page', looking at the ready to be read table. Like for the other types of data, also for sector, the Country Page shows humanitarian funding data related to the overall Country situation, including contributions inside and outside the Appeal/Plan. For Sector, specifically what FTS shows is the value related to the 'Global Sector.' Each table/ready to read report reports on data which can be downloaded using the "download" icon on the top right. On the graph, moving the mouse on the sector concerned, the value in US $ is also shown. See the Food Security example below.

Funding by sector

Early Recovery
Food Security
Logistics

Food Security   US$145,221,853

Protection
Multiple Sectors (shared)

89.7%

This graph shows the level of all reported humanitarian funding for the Country both inside and outside the Response plan/appeal by technical area/sector
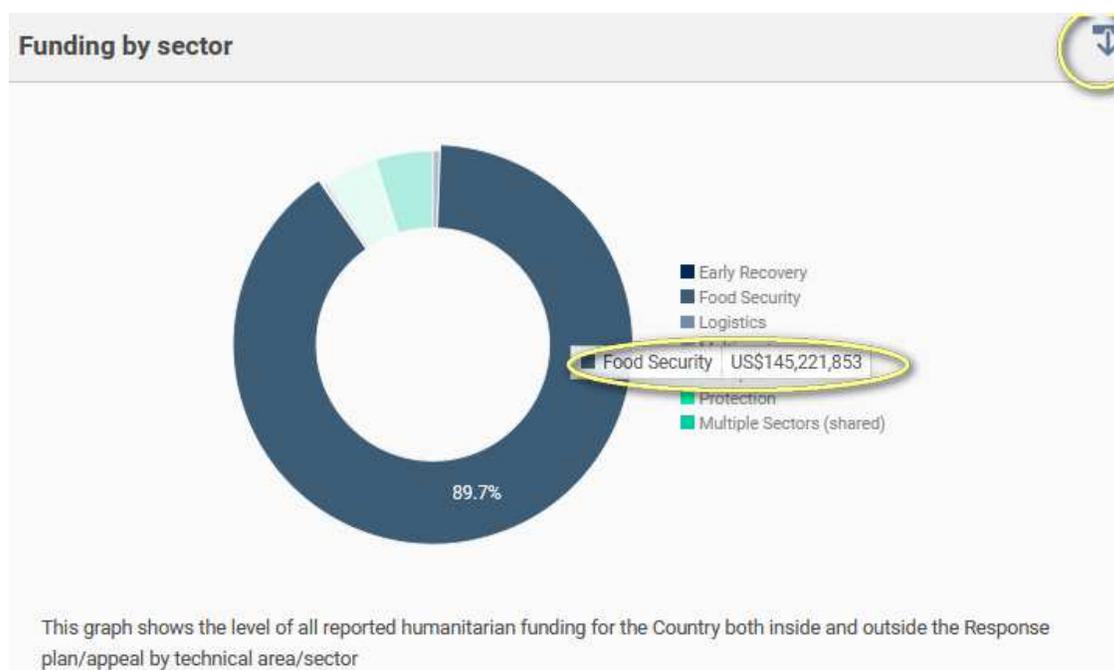
4.5. What is a Field Cluster and how is funding towards it calculated by FTS?

In FTS a field cluster represents the sector activated within the humanitarian architecture of an inter- agency coordinated response. Field Clusters do not always correspond to Global Sectors. The list of field clusters activated in each Appeal/Plan are different from each other. For example, there are plans where "Health" and "Nutrition" are merged in one single field cluster "Health & Nutrition." The corresponding Global Sector (either Health or Nutrition) will be decided by the HCT at country level. In most of the plans/appeals the field cluster does correspond to the related sector, but this is

not always true. The field cluster Refugees can correspond to the Global Sector "Multi Sector;" similarly, the field cluster Multi-Purpose Cash Assistance (MPCA) can be related to Multi Sector Global Sector in some other plans/appeals. Every Plan /appeal has its own structure and filed cluster structure. FTS measures the funding coverage of each field cluster using the simple calculation: US $ incoming and internal funding divided by the US $ requirement funding of the given field cluster. All US $ incoming and internal funding data used by the FTS calculator are reported to FTS by reporters (donors, organizations); all US $ funding requirements of field cluster in FTS are mirrored by the HPC tool "RPM" (report planning and monitoring) where OCHA field offices upload population and funding data of their plans, including funding requirements.

4.6. How does FTS treat the cluster US$ requirements of Plan/Appeal?

The US $ funding requirements within the GHO plans/appeals are data uploaded by the OCHA field offices through the platform RPM (Reporting Planning and Monitoring). RPM and FTS are technically linked and when the funding requirements are defined and agreed to and the plan is officially launched and uploaded on RPM platform by the field office, FTS simply replicates the information and makes it available on the FTS website to track funding flows against the requirements.

4.7. Where can I find information on field cluster/sector funded towards my Plan?

There are several ways in FTS to access funding data towards a specific field cluster of a plan.

a. The most clear, easy, direct, and correct information is provided in the tab "Progress by Cluster" under the "Appeal Summary Tab." See example of Sudan 2021 below with highlights on "Nutrition Cluster"
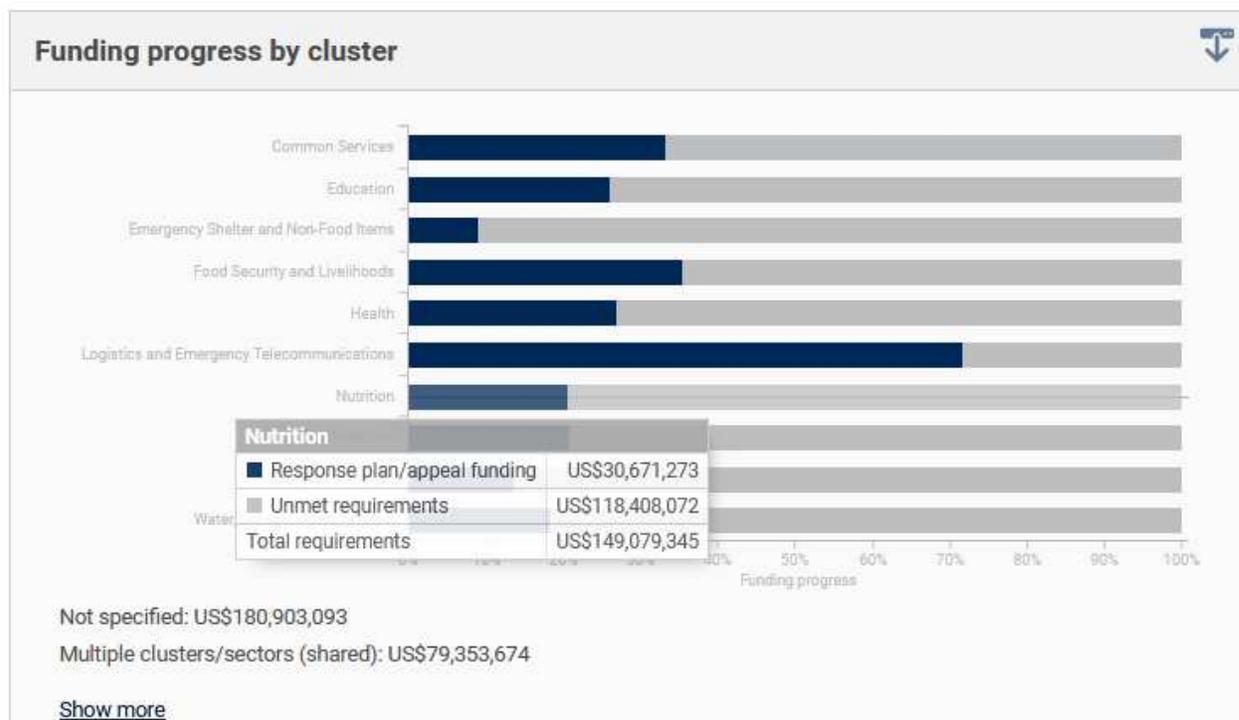
This data set which can be downloaded in an excel sheet shows the coverage of each cluster' s requirement under a given plan. This graph entails the same data as the tab under "Plan Data Tab" grouped by "View by Field Cluster."

b. Under "Plan Data Tab," it is important to use caution with filters and data. If the filter "field cluster" is used to get the data related to a specific cluster value, hoping to get the same results

as in the ready to read graph shown above, remember that all flows where more than one field cluster is reported, shall NOT be considered. The page will not show you the US $ total on the top table. The steps to follow are:

- Select the field cluster filter (example: Nutrition)
- Once the table is updated, download the data
- In the excel sheet, use the Data Filter under the column "Destination field cluster"
- Select by Color "No Fill." In this way all flows where more than one cluster is deselected

The total in the excel shall now correspond to the total amount reported under the "progress by Cluster" (example Nutrition: US $ 118.4 million).

Download:

Filter by Color

Note that all shared values in FTS excel sheets are colored blue

4.8. How can I visually identify the difference between Sector funding in a Country and Custer funding in an Appeal/Plan?

The Sector level of funding is always shown in FTS with a pie graph where each sector is represented by a different color, as per the below. While the field cluster progress in a Plan/Appeal is always reported through table elaborated with bars in grey and dark blue- the dark blue represents the funding and the grey the requirements.

Sudan funding by Sector in the Sudan Country in 2021
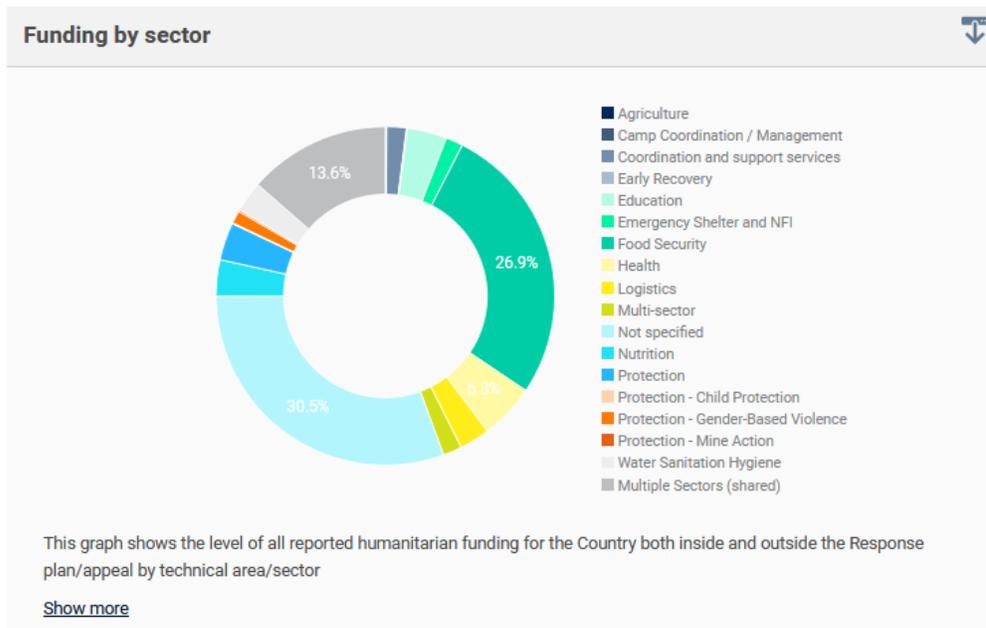
Sudan Funding by Cluster in the Sudan HRP 2021
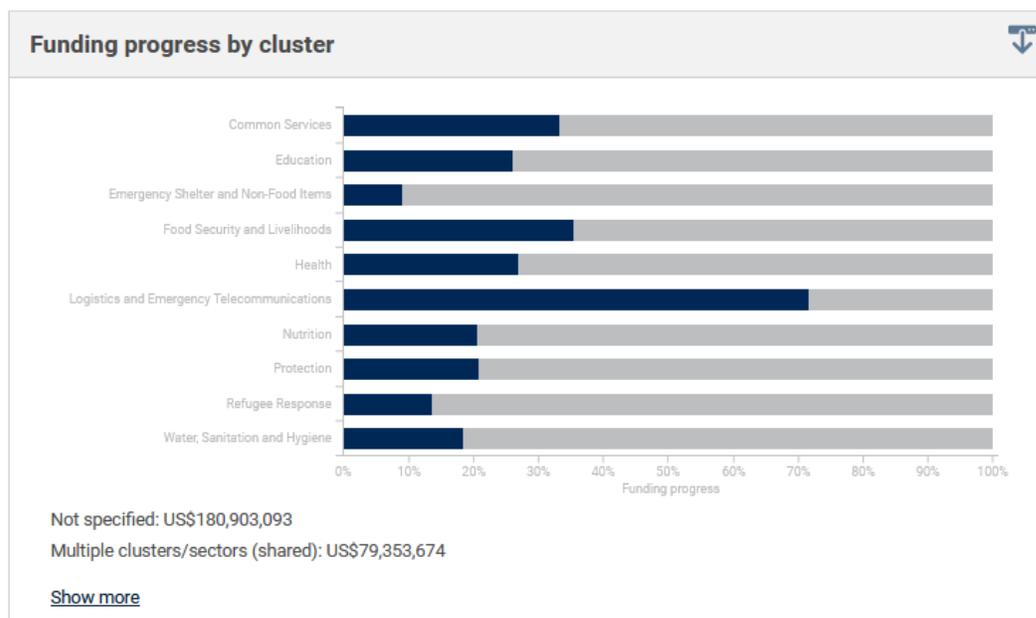
See the Funding by Sector in Turkmenistan 2021

Funding by sector

98.5%

- Food Security
- Health
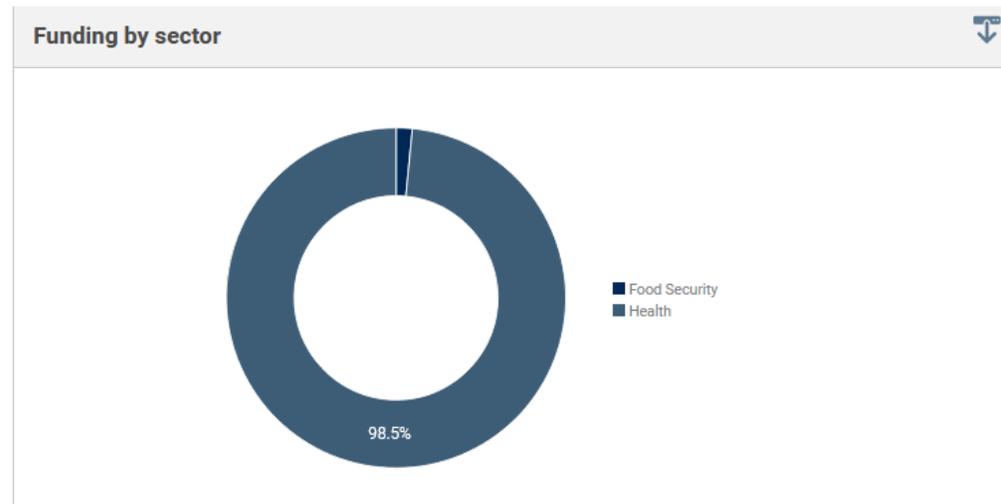
5) TERMINOLOGY

5.1. Where do I find the explanation of key FTS terminology?

All technical and specific definitions are provided in the Glossary

In the FTS website in the glossary section can be found under Help (top left) or at the bottom of the website home page, here:

ABOUT   BLOG   CONTACT   PRIVACY POLICY   TERMS OF USE   API   GLOSSARY

Service provided by

OCHA | OCHA coordinates the global emergency response to save lives and protect people in humanitarian crises. We advocate for effective and principled humanitarian action by all, for all.
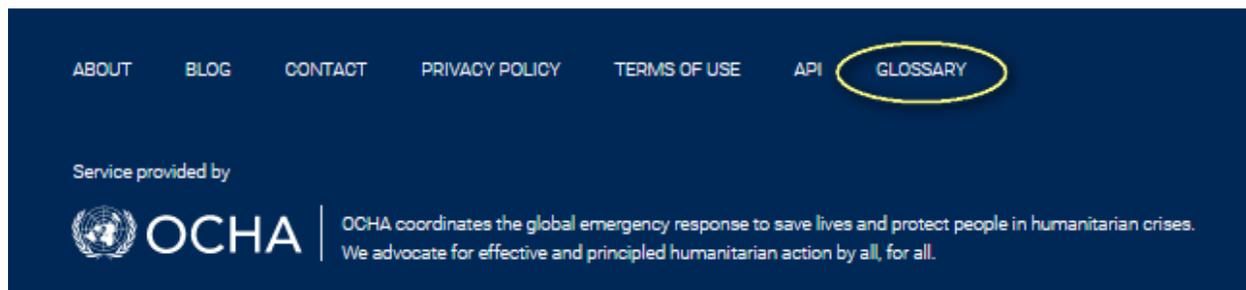
5.2. What are the most important FTS concepts to understand FTS data?

Boundary, Incoming and Internal flows

FTS uses the flow model to represent and reports funding data. FTS flow model enables to represent any funding contribution and its different instances through multiple perspectives. A prospective is what we call "boundary" in FTS: - the Country, - the HRP in the Country, - the Organization, - the year

If our boundary us a Plan/Appeal, for example, we will identify "Incoming" flows: funding going towards the plan and "Internal" flows, funding flows reallocated from a source to a destination internally to the plan, like reallocated funds from CBPF to a recipient partner.

To avoid double counting, when looking at the list of individual flows in a Plan, it is important to exclude the Internal flows and only count the Incoming flows.

6) REPORTING

6.1. Who can report to FTS?

All partners submitting to FTS are encouraged to use this financial information submission form, found under the Reporting Page in FTS.

If you are a Donor: ECHO and the 28 EU member states report their humanitarian contributions to the European Emergency Disaster Response Information System (EDRIS) on a continuous basis. EDRIS information management systems then transfer data to the FTS team. The data is then prioritized for curation (verification and validation) alongside other incoming information on a daily basis. To complement their EDRIS process, some EU member states have centralized FTS focal points (i.e., a designated person or department reports in HQ), that helps with the curation process of EU submitted financial data. Government donors that do not report through EDRIS (i.e., non-EU Member States) report to FTS directly through a designated representative (either their permanent missions in Geneva or New York; field offices; or ministries at HQ level). Donor representatives at country level liaise directly with HQ FTS focal points to ensure the correct financial information is uploaded to FTS and to ensure consistent funding data at all levels.

If you are a UN Agency, Fund or Programme (UNAFP): UNAFPs report to FTS their financial humanitarian contributions through a centralized mechanism, with focal point submitting regular reports from their Headquarters. Some report to FTS from regional hubs. If you are a UNAFP in the field, please liaise directly with your FTS focal point at HQ or region.

If you are a Non-Governmental Organizations (NGOs): International, national, and local NGOs normally report to FTS using the standard template. If you are in a field operation and you wish to report, please ensure to report the details as required by the FTS template available online.

If you are part of the Private Sector: Private sector entities are encouraged to report to FTS using the standard template where in-kind contributions can also be recorded.

If you are an Affected Governments (i.e., where a humanitarian crisis is taking place): Affected governments can also report and register contributions on FTS by using the standard template.

If you are Central Emergency Response Fund (CERF) or Country-based pooled funds (CBPF) Fund focal point: CERF data is provided by the CERF Secretariat and cross-checked by the FTS team against both donor and recipient agency reports. Country-based pooled funds (CBPF) data comes from various sources, including the UNDP Multi-Partner Trust Fund Office and OCHA's OCT. Information on CBPFs allocations is provided through OCHA Grant Management System (GMS).

6.2. What happens to the information that is reported to FTS?

The information that is reported to FTS undergoes a curation process, verification, and validation, and is then uploaded to the system with the final goal of informing humanitarian decision making. The standard time for processing varies according to the information submitted and depending on the quality of data provided. The diagram below summarizes the process.

6.3. What is the role of Cluster Lead Agencies (CLAs) in FTS?

At the country level the Cluster Lead Agencies (CLAs) liaise with OCHA to determine the cluster's financial requirement and to monitor progress against the requirements. CLAs do this by coordinating closely with their membership and with the OCHA County Office to verify the accuracy of funding data on FTS.

6.4. How can OCHA field offices help FTS?

OCHA field offices and FTS work closely together, often aided by a country level Focal Point that helps to coordinate information into the system and out of the system. Main support by country operations to FTS includes, advocating to donors and other stakeholders to report to FTS through their HQ focal points to help ensure accuracy, integrating FTS training into existing HPC refreshers and capacity building efforts, and informing FTS of any support requirements.

7) ADVANCED SEARCH

When humanitarian contributions are reported to FTS, the details are recorded as a funding "flow." You can view, organize, and download these flows using Data Search.

Data Search gives the users access to all the data in our database. The related data can help users' needs such as:

- ❖ **An advanced search for all funding flow in multiple years**
- ❖ **Data analysis on multiple GHO (Global Humanitarian Overview)**
- ❖ **Data analysis on all Flash Appeals over the last 5 years**

For a complete guide on Data Search options and functions, please use Data Search, also found under "Tutorial" in FTS website.