



Safe Access to Fuel and Energy (SAFE) Workshop

July 29 – 30, 2019

Capital Hotel | Addis Ababa, Ethiopia

[Apply here!](#)

Overview

Energy access is a critical and under-served need among displaced and crisis-affected people worldwide. Consequently, there is a critical shortage of well-trained, coordinated, and qualified staff who design, implement, and evaluate energy projects in humanitarian settings. The **Safe Access to Fuel and Energy (SAFE) Workshop** is a small, annual training event of approximately 60 participants which strengthens the knowledge and capacity of actors who provide – or are interested to provide – **fuel and energy solutions** to refugees, internally displaced people (IDPs), and other vulnerable populations. It is also designed to facilitate productive partnerships between humanitarian and non-humanitarian actors through peer learning.

The 2019 SAFE Workshop is a joint production of the [Safe Access to Fuel and Energy \(SAFE\) Humanitarian Working Group](#) and the [Global Plan of Action for Sustainable Energy Solutions in Situations of Displacement](#) (GPA). It is hosted by the [Clean Cooking Alliance](#) and the [UN Institute for Training and Research](#) (UNITAR), with support from the Norwegian Agency for Development Cooperation (Norad), Shell International, and the IKEA Foundation.

In contrast to previous years, the 2019 SAFE Workshop will be limited to individuals who are new to this topic and/or have never attended a SAFE Workshop before. However, all stakeholders are welcome and encouraged to attend the 2019 Humanitarian Energy Conference, which will take place two days later.

Please Note: The SAFE Workshop and the 2019 Humanitarian Energy Conference are complementary but separate events, with separate registration links. For information on the Humanitarian Energy Conference, please [click here](#).

The SAFE Workshop is a joint production of

Hosted by



The SAFE Humanitarian Working Group
www.safefuelandenergy.org



The Global Plan of Action for Sustainable Energy Solutions in Situations of Displacement



CLEAN COOKING ALLIANCE



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Objectives

The primary objectives of the SAFE Workshop are to:

- **Introduce the concept of safe access to fuel and energy (SAFE)** and why it is needed in humanitarian settings;
- **Discuss how energy impacts other aid sectors**, including health, protection, food security, and others;
Highlight key features of working in humanitarian settings, including an overview of core principles, standards, and how humanitarian situations differ from normal market or development contexts;
- **Discuss key challenges** in providing energy access to crisis affected people;
- **Teach best practices and principles** for deciding when, whether, and how to intervene with an energy solution;
- **Direct participants to public tools and resources** where they can find additional information.

The secondary objective of the SAFE Workshop is to **promote mutual understanding and trust** between participants from different sectors. Participants will benefit from exposure to each other’s varying perspectives on the issues under discussion, thereby increasing their understanding and appreciation of each actor’s unique challenges and contributions. This should facilitate faster and more effective cross-sector collaboration in the future.

Background

Energy access is a critical need among the 131 million people in need of humanitarian assistance today. Safe and accessible fuel is needed to cook the dry foodstuffs provided by humanitarian agencies and reduce the exposure of women and girls to the risk of gender-based violence during firewood collection. In the absence of adequate shelter, energy is needed to maintain acceptable temperatures. Electricity is needed for community services such as public lighting, water pumping and treatment, mobile phone charging, cooling of medicine and vaccines, and powering health clinics. Simply put, energy access impacts food security, nutrition, health, protection, shelter, telecommunications, and other key aid sectors. ([Read more](#))

However, current energy practices in situations of displacement are often insufficient, inefficient, unsafe, expensive for displaced people, and harmful to the surrounding environment. **An estimated 80% of refugees and displaced people living in camps are cooking with biomass fuels such as firewood and charcoal, and 90% have no access to electricity.**¹

Since 2014, the Clean Cooking Alliance and other members of the SAFE Humanitarian Working Group have hosted annual SAFE Workshops to build the capacity of humanitarian field practitioners in terms of incorporating effective energy strategies and programming into their work with displaced people, as well as increasing their expertise on available energy technologies and alternative fuels. (Read about the 2017 SAFE Workshop [here](#).)

As the humanitarian energy community grew and diversified between 2016 and 2018, the SAFE Working Group recognized a growing demand for coordinated action and strategic discussions in SAFE Workshops. To meet this need, the SAFE Working Group and the GPA will launch a new event – the inaugural Humanitarian Energy Conference – in 2019 as the seminal forum for collaboration and coordinated action in this expanded community of stakeholders. As introductory training is still an acute need, however, the 2019 SAFE Workshop will precede the conference to provide foundational knowledge about humanitarian energy access for those who are new to the topic. In contrast to previous years, the 2019 SAFE Workshop will be limited to participants who are new to this topic and/or have never attended the event before (see [Eligibility Criteria](#)).

Both the SAFE Workshop and the 2019 Humanitarian Energy Conference are hosted by the Clean Cooking Alliance, in its capacity as co-chair of the SAFE Working Group, and UNITAR as the secretariat for the GPA Coordination Unit.

¹ Lahn, G. and Grafham, O. (2015). [Chatham House Report for the Moving Energy Initiative - Heat, Light and Power for Refugees: Saving Lives, Reducing Costs.](#)

Logistics

The SAFE Workshop will take place over two full days, **July 29 and 30, 2019**, at the Capital Hotel in Addis Ababa, Ethiopia. There is no fee to apply or to attend. Lunch, coffee breaks, and beverages will be provided at no cost. Participants are expected to cover all of their own travel, accommodations, and daily expenses. Limited assistance for travel and accommodations will be available on a case-by-case basis (see [Financial Assistance](#) below).

Financial Assistance

It is strongly preferred for applicants' organizations to fully cover their costs to attend the workshop. This demonstrates a commitment to the sector and reflects the willingness of the host organization to invest in the skills and capacity of its staff. However, participants may request financial assistance to support their attendance as part of their application. These "scholarships" will be awarded on a case-by-case basis. Please note the following:

- Assistance will only cover travel and/or accommodation, not daily expenses (e.g. DSA or per diem). Where possible, the participants' travel or accommodation will be directly booked by the conference hosts, resulting in no direct reimbursements.
- Recipients will be required to sign a Letter of Intent (LOI) detailing the terms of their assistance.

Participants

SAFE Workshop participants hail from a variety of countries, backgrounds, sectors, locations of work (field vs. headquarters), and areas of responsibility. They may be field practitioners working directly with crisis-affected people, HQ-level coordinators at humanitarian or development agencies, employees of private companies, policymakers in host countries, technology experts, donors, investors, researchers, or other actors. The overall gender balance of the workshop is expected to be at least a 50-50 ratio of women to men. Women are especially encouraged to apply.

The 2019 SAFE Workshop is a participatory learning experience. Attendees will be expected to actively engage in discussions, learning exercises, and other activities throughout the two days. The ideal SAFE Workshop participant demonstrates willingness and enthusiasm to learn, openness to new perspectives and approaches, dedication to collaborating outside of their own "silo," and commitment to the good of the sector beyond (in addition to) that of their own organization.

Participants **must attend every session in the workshop** to receive full credit. Failure to do so without reasonable cause may result in a participant being barred from future workshops. Certificates confirming participation may be requested from the Clean Cooking Alliance following the completion of the workshop.

Please see the [Eligibility Criteria](#) below for the required and preferred criteria for workshop participants before applying.

Eligibility Criteria

Required

- This year's SAFE Workshop is open only to individuals who have NOT attended a previous SAFE Workshop. Applicants must be **first-time participants**. Some exceptions may apply, but applicants should email info@safefuelandenergy.org to inquire about this before submitting an application. *NOTE: Applicant information will be checked against previous attendance records.*
- All participants must be **currently working** for an organization or entity that is currently engaged (or seriously considering engagement) in advancing sustainable energy solutions for crisis-affected people. Proof of the participant's employment and/or the legal status of the entity may be requested as part of the selection process.
- Even if approved for financial assistance, **applicants must have the capacity to travel to and from the event without supervision or assistance**. The workshop facilitators are not responsible for providing assistance beyond what is agreed in an LOI (see [Financial Assistance](#)).
- Participants must have a **working proficiency in both spoken and written English**. The workshop will be conducted in English.
- Participants **must be available to attend every session in the workshop**. The Workshop will take place over two full days, 8:00 – 17:30, on July 29 and 30 in Addis Ababa.

Preferred

- Participants who will be in a position to **apply what they have learned** in the workshop to advance progress in the sector for at least one year following the event.

- Practitioners who currently plan, design, implement, and/or evaluate energy programs/activities, or those that are closely linked to energy needs and concerns, in humanitarian or development settings.
- Participants who have policy, strategy, and/or budgetary decision-making power and responsibilities directly related to energy in humanitarian settings.
- Participants from donor organizations who have grant-making decision power to fund energy projects and/or research in humanitarian settings.
- Participants from the private sector (e.g. companies that manufacture, sell, and/or distribute energy products and fuels) who are in a position to directly support and/or contribute to energy projects and initiatives in humanitarian settings. Companies operating at the local and national levels in countries with large displaced populations are particularly encouraged to apply.
- Participants from research organizations that have undertaken (or are currently undertaking) energy related research in humanitarian settings. Ideally, the research organization is already closely linked with one or more humanitarian organizations, and its research has strong potential to improve project design, implementation, and/or evaluation.
- Ideally, SAFE Workshop participants will also be able to attend the Humanitarian Energy Conference (HEC) for the two days immediately following the workshop.
(See the [HEC event webpage](#) for more information.)

How to Apply

To apply for the 2019 SAFE Workshop, please [visit this link](#) and complete an application. Applications are due no later than **May 24th**.

The application contains three, short “essay questions” of maximum 1,000 characters each (about two paragraphs). Applicants are strongly encouraged to prepare answers to these questions in advance so that they can copy and paste the text into the online application, which cannot be saved for later and may time out during submission. A copy of the [full application](#) is available below for reference.

Selection Process & Timeline

Applications for the SAFE Workshop will be reviewed on a rolling basis and are due no later than **May 24th**.

The Clean Cooking Alliance and UNITAR approve or deny applicants on a rolling basis until the workshop is full. Applicants will be notified as soon as a decision is made, which will be no later than June 12th.

Once applications are approved, applicants will receive a confirmation email asking them to confirm receipt, thereby securing their place in the workshop.



Application: 2019 SAFE Workshop

NOTE: This document is only for reference. Applicants must complete this application online at [this link](#) by **May 24th**, 2019.

Applicant Details

Prefix: *Mr., Ms., Dr., other*

Given Name:

Surname:

Email Address:

Job Title:

Gender: *Male / Female / Choose not to identify*

Country in which you are based:

City:

If you will be applying for an e-conference visa online, please upload a copy of your passport so we can assist in getting your pre-approval letter from the Ministry of Foreign Affairs.

Phone Number (include country code):

What languages do you speak? *List*

Please note that workshop sessions will be held in English. What is your level of English language proficiency?

- Fluent/Native
- Advanced/Highly proficient
- Intermediate

Have you attended a SAFE Workshop in the past?

- Yes
- No

Organization Details

This section concerns the organization that you work for and your duties. If you are self-employed or a consultant, please base your answers on the type of work that you do most often.

Organization/Institution Name:

Website URL:

Which type of organization do you work for? Select one.

- United Nations Organization or Agency
- Non-Governmental Organization (NGO)
- Private Sector / For-Profit Business
- Government
- Community-based Organization (CBO)
- Financial Institution or Donor
- Research Institution
- Other

In which type of office are you based?

- Headquarters
- Regional Bureau
- Country Office
- Field/Sub-Office
- Not Applicable

What is the **primary focus** of your work, as it relates to energy access in humanitarian settings? If more than one option applies, please select the area you work on most often. If you work for a company, base your answer on the use of your product or service.

- Health
- Food security & nutrition
- Protection
- Livelihoods
- Environment
- Gender
- Water, Sanitation and Hygiene
- Shelter
- Education
- Camp Coordination/Operations
- Telecommunications

- Logistics
- Early Recovery /Economic Development

How long have you been in your current job position?

How long have you been in your current position?

- Less than 1 year
- Between 1 and 3 years
- More than 3 years

How much longer do you expect to serve in your current position?

- Less than one more year
- 1-3 more years
- More than 3 years

Do you require internal approval (e.g. from a supervisor or department) in order to attend the SAFE Workshop?

- Yes, and I have already received it.
- Yes, but I have not yet received it.
- No approval required.

Individual Background and Goals

In this section we ask you to describe the type of work you do in more detail, your motivations for attending the workshop, and how you intend to use what you learn in your future work.

Briefly describe your job responsibilities as they relate to energy access in humanitarian settings. *(Maximum 1000 characters)*

If applicable, briefly describe any previous experience you have working on issues related to energy access in humanitarian contexts. Please note that prior experience is not required. *(Maximum 1000 characters)*

What is your primary motivation for wanting to attend the SAFE Workshop? Please comment on what you hope to learn or gain, and how you might use the information in future your work. *(Maximum 1000 characters)*

Additional Information

Do you require financial assistance for travel and accommodations in order to attend the SAFE workshop? Choose one of the following options. Please note that financial assistance is very limited and will only be awarded if there is a strong need. Please refer to [Financial Assistance](#) for more information.

- Yes – my organization is unable to fund any portion of my travel costs.
- Yes – but my organization may be able to fund partial travel costs (please specify below).
- No – I do not require travel support.

If you selected Yes above, please provide more details below. Explain your financial need and indicate whether you or your organization can cover part of your travel costs. If you selected No, write “N/A”.

Do you also plan to attend the Humanitarian Energy Conference on July 31-Aug 1, 2019? *Please note this requires a separate registration.*

- Yes
- No
- Undecided

Are you able to bring any of the following electronic devices to the workshop? Select all that apply.

- Laptop
- Tablet
- Smart phone
- None of the above.

Is there anything else you would like the facilitators to know about you or your application?
(Maximum 1000 characters)