Local Engagement and Response Network (LEARN):

Strengthening Localized Multi-Sectoral Readiness and Response to Infectious Disease Outbreaks in Humanitarian Settings Call-for-Applications

APPLICATION PROCESS

International Medical Corps is pleased to announce the release of this call for applications to identify Local and/or National Non-Governmental Organizations (L/NNGOs) **in the Philippines** for participation in the Local Engagement and Response Network (LEARN): Strengthening Localized Multisectoral Readiness and Response to Infectious Disease Outbreaks in Humanitarian Settings project. LEARN is a capacity building project designed to improve the readiness of L/NNGOs and other Local First Responders (LFRs) to support multisectoral responses to infectious disease outbreaks of epidemic or pandemic potential in humanitarian settings.

The project aims to:

(i) Support LNNGOs as they engage and coordinate with critical ID coordination platforms and public health institutions.

(ii) Improve LNNGO readiness and multi-sectoral response to ID outbreaks; and

(iii) Improve LNNGO ability to ensure the capacity of community-based structures and workforces are strengthened, so that there will be an overall improvement in the timeliness, reach, and coverage of readiness and multi-sectoral responses to ID outbreaks of epidemic or pandemic potential in humanitarian settings.

(iv) Provide surge resources to respond to infectious disease outbreaks of concern, ensuring outbreaks are contained.

Humanitarian emergencies have become increasingly complex, and operational contexts are often characterized by high volatility and security concerns. LNNGOs are uniquely positioned to address

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some of the most difficult challenges associated with public health emergencies. However, national and sub-national first responders rarely have opportunities to build the technical and operational capacity needed for infectious disease (ID) readiness and multisectoral response. They also face barriers to full participation in country- and regional-level preparedness platforms. At the same time, non-health actors play a critical role in ID response, yet their contributions are often overlooked despite their potential to significantly reduce morbidity and mortality. While multisectoral planning for pandemics and epidemics has become more common, few practical tools exist to support genuine cross-sector coordination, leaving many responses fragmented and parallel.

Drawing on lessons from past outbreaks, LEARN, led by International Medical Corps, will build the technical and organizational capacity of LNNGOs and LFRs across participating countries, including the Philippines. LEARN's Regional Rapid Response Team (R-RRT) will support these organizations by strengthening their response capacities, enabling faster and more effective local and regional responses to infectious disease outbreaks.

PARTICIPATING ORGANIZATION

Applications are open to eligible local and national non-governmental organizations legally registered in the Philippines and operating anywhere in the country. Organizations should be committed to strengthening their capacity for infectious disease preparedness and response.

The project proposes selecting organizations across the three main geographic areas, with consideration given to humanitarian needs, exposure to emergencies and disasters, and priority or low-resource areas.

Selected organizations will receive capacity strengthening support from Subject Matter Experts (SMEs) in core operational areas as well as infectious disease outbreak and emergency response. The LEARN program will work collaboratively with selected organizations to develop capacity strengthening plans tailored to their needs to enable a better response to humanitarian crises in the future. Support and training will be offered both remotely and in person to provide a highly tailored and hybrid longer-term training program. LEARN may cover approved travel expenses associated

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with required in-person project activities, where applicable and in accordance with IMC policies and available project resources.

SELECTION CRITERIA

To qualify as an applicant, organizations must meet the following selection criteria.

Registration as an independent L/NNGO in the Philippines:

Organizations must be legally registered as independent local or national non-governmental organizations (L/NNGOs) in the Philippines and must not have any political affiliation.

In accordance with the registration requirements confirmed by IMC Philippines, all applicant organizations must meet the following requirements:

1. Be registered with the **Philippines Securities and Exchange Commission (SEC)**.
2. Be registered with the **Bureau of Internal Revenue (BIR)**.
3. Hold a **valid permit issued by the relevant Local Government Unit (LGU)**.

Applicants must provide supporting documentation demonstrating compliance with these three registration requirements.

Organizations will also be asked to share copies of higher management/board-approved institutional policies (e.g., Child Protection Policy, HR/Personnel Policy, Finance Policy, Mission/Vision), as available.

Geographic presence: The LEARN project will seek to strategically select a worthwhile mix of LNNGOs operating in high-impact humanitarian geographic areas with the greatest need, as well as those located in other parts of the Philippines. Selection will seek representation across **the three main island groups Luzon, Visayas, and Mindanao—while giving priority consideration to organizations serving low-resource areas or locations with significant , humanitarian needs or heightened exposure to emergencies and disasters.**

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Minimum number of years of experience: Organizations must be operational for a minimum of five years.

Project language: Participating staff must be able to communicate in **English** (verbal and written communication), as project communications, training, assessments, and activities will primarily be conducted in **English**.

Level of engagement in humanitarian response activities: Participating organizations must be operational in humanitarian response activities. Priority will be given to organizations with prior experience in programming in the context of humanitarian crises, particularly those demonstrating **at least two years of relevant humanitarian or emergency response experience**.

Sectoral experience: Organizations will be requested to provide a list of the main development and humanitarian response sectors in which they have implemented or supported activities during the past five years, identifying a maximum of three principal sectors. Relevant sectors may include Health, WASH, Protection, Nutrition, Disaster Risk Reduction, Food Security, and other humanitarian or development sectors.

Staffing: Organizations should demonstrate sufficient staffing capacity, with approximately **8–10 full- or part-time staff** covering core organizational areas such as HR, Finance, Procurement, MEAL, Administration, and Program Operations. Organizations MUST assign a senior-level staff member as a consistent point of contact for the project; however, project activities are not limited to senior staff.

Sustainability: Organizations must demonstrate that they are currently implementing programs and have sufficient operational and organizational capacity to remain active and engaged in humanitarian response programming and LEARN activities for a minimum of one year at the time of application. Organizations should also demonstrate their ability to maintain community-level engagement throughout the project.

Community presence: It is preferred that organizations have established community workers or volunteers registered with or associated with them, including individuals from various sectors such as community health workers (CHWs), development workers, volunteers, and field agents.

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Applicants will be requested to demonstrate the extent of their presence and engagement within the communities they serve. No fixed minimum number of community workers or volunteers is proposed.

Humanitarian coordination and networks: Organizations are encouraged to demonstrate participation in relevant humanitarian coordination mechanisms, clusters, and NGO networks. Engagement with the **Health Cluster, PINGON (Philippine International NGO Network),** and other relevant coordination platforms will be considered as part of the organization's humanitarian coordination experience.

Organizational Commitment to the LEARN Program: Selected organizations will be required to sign a Letter of Commitment to the LEARN program. The most senior official (President/CEO/ED) of the selected L/NNGOs will be required to sign the agreement with International Medical Corps, outlining the roles and responsibilities of all parties involved. Additionally, organizations must be able to commit to upholding the principles and conduct of International Medical Corps, particularly regarding combating trafficking in persons and protecting against sexual exploitation and abuse.

SELECTION PROCESS

1. **Review of the Application Package:** Upon receipt of the full application package, representatives from International Medical Corps will review applications to verify that organizations meet the established selection criteria and have submitted all required documentation, including valid SEC registration, BIR registration, and the relevant LGU permit. Additional documentation or clarification may be requested during the verification process.
2. **Shortlisting applicants:** The LEARN project team, in coordination with the IMC Philippines Country Team, will assess applicant organizations based on their applications and shortlist organizations according to the defined selection criteria. When needed, the project team may request clarification or additional information from an applicant.

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3. **Conducting interviews:** The project team will hold interviews with shortlisted local and national NGOs to discuss their applications. An invitation for an interview does not automatically mean that the organization will be selected for participation in the project.
4. **Notification of results:** Once the interviews have been completed and the project team has made its final selections, including the necessary Country Team validation and applicable internal approvals, all organization applicants who were invited for an interview will be notified of the results of their application.
5. **Letter of Commitment:** Upon notification of a successful application, the most senior official of the selected local and national NGOs (President/CEO/ED) will be required to sign a Letter of Commitment with International Medical Corps that articulates the roles and responsibilities of all parties during this project. Selected organizations will also be required to agree to uphold the principles and conduct of International Medical Corps, including combating trafficking in persons and protection from sexual exploitation and abuse.

APPLICATION DEADLINE

Applications should be submitted by the Deadline: November 13, 11:59 PM Philippine Standard Time (PHT, UTC+8).

Applications submitted after this deadline will not be considered.

ADDITIONAL INFORMATION

Interested organizations with questions about this application process may contact the LEARN project team at **LEARNproject@internationalmedicalcorps.org**. Please include your name, the name of your organization, and contact information in the communication.

Any questions or inquiries should be sent to the LEARN project team by November 10, 2026 at 11:59 PM Philippine Standard Time (PHT, UTC+8).

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This application is a voluntary process, and the applicants will not be reimbursed or compensated for preparing the application or any other claims. Please note that, due to the anticipated high volume of applications, the LEARN project team is not able to provide feedback to organizations that are not selected to participate in the project.

The LEARN team will monitor the developments of ID outbreaks and may adjust project implementation activities to ensure the safety of the project staff and of the L/NNGOs. These adjustments may result in limiting travel under the project, delivering in-person activities virtually, etc.

IMPLEMENTING ORGANIZATION

International Medical Corps is a global humanitarian organization dedicated to saving lives and relieving suffering. Since its founding in 1984, International Medical Corps has operated in more than 80 countries, providing more than $3.6 billion in emergency relief and training to communities worldwide. In addition to responding to humanitarian emergencies, it works to improve communities' quality of life by providing them with the skills needed to recover from adversity, chart their own path to self-reliance and become effective first responders themselves. International Medical Corps is currently active in about 30 countries and is leading numerous global projects and research initiatives. The nonprofit, non-partisan organization is a leader in managing projects aimed at strengthening the capacity of local and international emergency responders, as well as providing technical guidance and assistance to strengthen humanitarian assistance.

APPLICATION WEBLINK

The link to the application is here: **https://ee.kobotoolbox.org/x/rrTIv4xg**

This application needs to be completed all at once. It should take less than 30 minutes. ***If you navigate away from it, you will not be able to return to complete your work.*** Multiple applications from the same organization will not be considered. Please review your application before submitting. Incomplete applications will not be considered for participation in this project.

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Provided by the United States

LEARN
Local Engagement & Response Network

Thank you for completing the application for the LEARN project! If you have any questions or inquiries, please reach out to **LEARNproject@internationalmedicalcorps.org** by **November 10, 2026 at 11:59 PM at 11:59 PM Philippine Standard Time (PHT, UTC+8).**

International Medical Corps

Africa Humanitarian Action

adpc Asian Disaster Preparedness Center

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