



Community census conducted in a community in the Guanacaste region. September 2024. Source: Costa Rican Red Cross

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|------------------------------------|----------------------------------|--|
| EAP №: EAP2023CR02 | Operation №: MDRCR024 | Period covered by this annual report: 27/10/2023 to 31/12/2024 |
| EAP approved: 27/10/2023 | EAP timeframe: 5 Years | |

Annual Budget: 108,573 CHF
EAP Budget: 528,641 CHF

SUMMARY OF THE EARLY ACTION PROTOCOL




Districts with a high flood risk index.
Source: Costa Rican Red Cross

The IFRC’s Disaster Response Emergency Fund (DREF) has allocated CHF 528,641 to support anticipatory actions aimed at reducing and mitigating the impact of floods caused by tropical cyclones in Costa Rica. This allocation is divided into: CHF 181,792 for annual readiness activities and prepositioning supplies, and CHF 346,849 for early actions that will be implemented only if the triggers established are met. These early actions have been pre-agreed with the National Society and are detailed in the [Early Action Protocol summary](#).

This report summarizes the annual readiness and preposition activities implemented in year 1 covering the period **27/10/2023 to 31/12/2024**. The report also includes updates made to the initially agreed plan.

SUMMARY OF ANNUAL PROGRESS BY PLANNED OPERATION

| | | |
|--|--------------------------------|--------------------------------|
|  Multi-purpose Cash | CHF preposition budget: | CHF preposition actual: |
| | 5,596 | 103.32 |
| | CHF readiness budget: | CHF readiness actual: |
| | 20,450 | 16,146.48 |

Narrative description of plan vs achievements

As part of the preparedness activities outlined in the Early Action Protocol (EAP) for floods, the Costa Rican Red Cross has carried out a series of strategic actions aimed at strengthening both community and operational capacities to address flood risks. These actions have been implemented progressively, following a technical and territorial logic that has allowed for advances across different regions of the country.

In the initial phase, **awareness-raising meetings** were held in communities previously identified as priorities. The main objective of these sessions was to promote community preparedness prior to the occurrence of adverse events, strengthening internal organizational mechanisms and the relationship with local authorities. These spaces facilitated the exchange of knowledge, recognition of specific risks in each locality, and active participation of the population in decision-making processes. In addition, they enabled the collection of valuable information on infrastructure, services, vulnerable groups, and general community conditions, providing key inputs for the planning of anticipatory actions.

Subsequently, with technical support from the National Society regional operational coordinators and local emergency committees, progress was made in the **prioritization of communities and the definition of selection criteria**. This process was based on flood risk index analysis and the framework established in the EAP. As a result of this technical exercise, 26 communities were selected across various regions of the country,

considering their level of exposure, vulnerability conditions, and operational criteria previously defined by the Costa Rican Red Cross.

Once the communities were selected, community **censuses were conducted**. This activity was carried out in coordination with branch offices, regional boards, and operational coordinators of the National Society, as well as key community actors such as development associations and local emergency committees. Data collection took place in communities located in the regions of Puntarenas, Guanacaste, Limón, San Carlos, and Heredia, with the aim of having updated information prior to any activation of the protocol.

During the census process, relevant aspects were documented regarding housing conditions, historical flood impacts, and the sociodemographic characteristics of the population. It was found that many homes have been repeatedly affected by flooding, some on an annual basis and others every two to three years. Recently established households were also identified, whose residents lacked historical information about local risks. Regarding livelihoods, most residents work in agriculture, banana companies, or perform occasional jobs such as day laborers, welders, or other informal activities; some retirees were also recorded in the census.

For data collection, a digital form was designed using the KoboCollect platform, which allowed for efficient and geo-referenced systematization of the information. This tool will support both community strengthening for early preparedness and information management in case of protocol activation. As a result of this phase, a total of 2,152 households were surveyed, representing 8,144 people across the 26 prioritized communities.

Additionally, **information sessions** were conducted in each region, targeting both permanent staff and volunteers of the National Society, as well as community members. These sessions focused on explaining what early actions are and their importance in reducing the impact of emergencies. The sessions also helped identify community-specific risks and highlighted the need for effective local coordination.

As part of the anticipatory actions, **2,050 debit cards were acquired** through Banco Nacional for the Cash and Voucher Assistance (CVA) Program, to be activated if the EAP is triggered.

Enabling approaches

| | | |
|--|--------------------------------|--------------------------------|
|  Secretariat Services | CHF preposition budget: | CHF preposition actual: |
| | 0 | 0 |
| | CHF readiness budget: | CHF readiness actual: |
| | 42,300 | 11,613 |

Narrative description of plan vs achievements

Part of the budget has been allocated to **cover the salaries** of the finance officer, the Planning, Monitoring, Evaluation and Reporting (PMER) officer, as well as the risk management coordinator of the Central America Cluster. These technical profiles have provided specialized support to the Costa Rican Red Cross throughout the entire process—from the formulation of the Early Action Protocol (EAP) to the technical follow-up of the implementation of preparedness actions. This support has helped ensure methodological coherence, accountability, and compliance with the operational standards established within the EAP framework.

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|  National Society Strengthening | CHF preposition budget: | CHF preposition actual: |
| | 7,500 | 1,747.50 |
| | CHF readiness budget: | CHF readiness actual: |
| | 26,100 | 21,516.39 |

Narrative description of plan vs achievements

The Costa Rican Red Cross procured 12 specialized rescue kits for water rescue operations. These kits are now available and have been strategically prepositioned for immediate deployment in the event of Early Action Protocol (EAP) activation.

Additionally, expenses related to the implementation of the EAP have been covered, including communication supplies, office materials, and salaries for personnel directly involved in the planned activities. Budget has also been allocated for per diems for technical staff responsible for monitoring and follow-up of the plan's implementation, ensuring continuous oversight and maintaining the quality of planned actions during the reporting period.

CHALLENGES, LESSONS LEARNED, PROPOSED AJUSTMENTS

The Costa Rican Red Cross found that having updated and detailed information about the communities from the first year of the EAP is a key factor for effective planning. The absence of recent data can limit the relevance of actions and hinder timely decision-making.

Likewise, the importance of involving, from the outset, the Auxiliary Committees of the National Society, Regional Boards, community leaders, and Local and Regional Emergency Committees was confirmed. This inclusion fosters ownership of the processes by local actors and promotes active and sustained participation throughout the different phases of the EAP.

Another relevant lesson was the need to carry out periodic evaluations and establish continuous feedback mechanisms. These tools allow for timely adjustments to the implemented strategies and help ensure that actions respond to the real needs of the communities.

It was also learned that developing clear and context-specific communication campaigns among all stakeholders and with communities facilitates understanding of the purpose of the actions, reduces misunderstandings, and strengthens trust in the interventions.

In addition, it was identified that early engagement with local authorities and community structures improves inter-institutional coordination and strengthens the positioning of the National Society as a key humanitarian actor.

It was also acknowledged that the timely availability of pre-identified logistical and human resources enables a more efficient intervention and reduces delays during the activation of the EAP.

Finally, continuous training of technical staff and volunteers in anticipatory action and community coordination was considered essential to maintaining the technical and operational quality of the process over time.

FINANCIAL REPORT

A total of CHF 528,641 was allocated from DREF for the implementation of this Early Action Protocol. During the reporting period (Year 1), a total of CHF 96,854 has been spent.

Out of the remaining balance of CHF 431,787, the following is considered in the approved budget:

- CHF 35,039 reserved for readiness activities in Year 2
- CHF 29,980 reserved for readiness activities in Year 3
- CHF 4,100 reserved for readiness activities in Year 4
- CHF 4,100 reserved for readiness activities in Year 5
- CHF 346,849 reserved for early actions, to be implemented only if the trigger is met

Find the financial report below.

Contact information

For further information, specifically related to this operation please contact:

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- **IFRC Geneva DREF Team:** Malika Noisette, DREF Senior Officer (anticipatory pillar), malika.noisette@ifrc.org

Reference



Click here for:

- [EAP Summary and budget](#)

FBAF Early Actions

INTERIM FINANCIAL REPORT

| Selected Parameters | | | |
|---------------------|----------------|-----------|----------|
| Reporting Timeframe | 2023/10-2024/1 | Operation | PCR513 |
| Budget Timeframe | 2023/10-2028/1 | Budget | APPROVED |

Prepared on 08/May/2025

All figures are in Swiss Francs (CHF)

MDRCR024 - Costa Rica - Floods EAP / EAP2022CR01

Early Actions Timeframe: 27 oct 2023 to 30 oct 2028

I. Summary

| | |
|---------------------------------|----------------|
| Opening Balance | 0 |
| Funds & Other Income | 528.641 |
| DREF Anticipatory Pillar | 528.641 |
| Expenditure | -96.854 |
| Closing Balance | 431.787 |

II. Expenditure by area of focus / strategies for implementation

| Description | Budget | Expenditure | Variance |
|---|----------------|---------------|----------------|
| AOF1 - Disaster risk reduction | 25.997 | 1 | 25.997 |
| AOF2 - Shelter | | | 0 |
| AOF3 - Livelihoods and basic needs | 375.170 | 27.881 | 347.290 |
| AOF4 - Health | | 35.992 | -35.992 |
| AOF5 - Water, sanitation and hygiene | | | 0 |
| AOF6 - Protection, Gender & Inclusion | | | 0 |
| AOF7 - Migration | | | 0 |
| Area of focus Total | 401.168 | 63.873 | 337.294 |
| SFI1 - Strengthen National Societies | 65.634 | 3.485 | 62.149 |
| SFI2 - Effective international disaster management | | | 0 |
| SFI3 - Influence others as leading strategic partners | | | 0 |
| SFI4 - Ensure a strong IFRC | 61.840 | 29.496 | 32.344 |
| Strategy for implementation Total | 127.474 | 32.981 | 94.493 |
| Grand Total | 528.641 | 96.854 | 431.788 |

FBAF Early Actions

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MDRCR024 - Costa Rica - Floods EAP / EAP2022CR01

Early Actions Timeframe: 27 oct 2023 to 30 oct 2028

III. Expenditure by budget category & group

| Description | Budget | Expenditure | Variance |
|---------------------------------------|----------------|---------------|----------------|
| Land, vehicles & equipment | | 614 | -614 |
| Computers & Telecom | | 614 | -614 |
| Personnel | 43.833 | 26.494 | 17.339 |
| International Staff | | 734 | -734 |
| National Staff | 43.833 | 25.760 | 18.073 |
| General Expenditure | 15.795 | 4.187 | 11.608 |
| Travel | 11.000 | | 11.000 |
| Information & Public Relations | 2.591 | | 2.591 |
| Communications | 1.018 | 136 | 882 |
| Financial Charges | 1.186 | 763 | 424 |
| Other General Expenses | | 55 | -55 |
| Shared Office and Services Costs | | 3.233 | -3.233 |
| Contributions & Transfers | 415.407 | 59.647 | 355.760 |
| Cash Transfers National Societies | 415.407 | 59.647 | 355.760 |
| Indirect Costs | 53.606 | 5.911 | 47.695 |
| Programme & Services Support Recover | 53.606 | 5.911 | 47.695 |
| Grand Total | 528.641 | 96.854 | 431.788 |