

Safeguarding Program Participants Vulnerability Profile Tool

Country:

Project:

Person Completing the Vulnerability Profile Tool:

Date Vulnerability Profile Tool Completed:

Completed during proposal development

Completed by project team (for awarded projects)

Purpose: To be completed by proposal and project teams to quickly assess a project’s level of vulnerability related to sexual exploitation and abuse (SEA) and other abuse towards program participants based on population(s) with whom the project will interact and settings where programs are implemented. Proposal teams should use the results to inform the proposal narrative and upload completed form to the shared proposal folder. Additionally, since vulnerabilities can change between proposal and project start, project teams must complete this tool at the start of the awarded project and upload the completed tool under the project’s Safeguarding tab in [Vine](#).

When: During proposal design and again within 90 days of project implementation during initial work plan development for awarded projects.

Safeguarding Program Participants: Protecting program participants from sexual exploitation and abuse (SEA) and other harm as a result of their engagement with FHI 360-supported programs, including harm committed by FHI 360 personnel or supplier/partner personnel.

Program Participant: Per FHI 360’s policies, a “program participant” is “any person who is served by an FHI 360 program or has contact with FHI 360 Personnel, Suppliers, or Supplier Personnel in connection with or as a result of FHI 360’s programs or business activities.” Note: Some program participants are more vulnerable to exploitation, violence, and other abuse (e.g., women, children, LGBTQ+ people, people with disabilities, people who sell sex, refugees), especially during the delivery of certain services, such as health services and aid distribution, and/or activities that are implemented in high-risk settings (e.g., schools, conflict areas).

Domain 1: Program Participants	ANSWER			SCORE
1. Does the FHI 360-supported project involve virtual or in-person...				
1.1 Interaction with program participants, as defined above? (If no, STOP. This tool is not needed.)	No	=	(0)	
	Yes	=	(1)	
1.2 Interaction with children (under 18), either directly or indirectly, <i>in any setting</i> ?	No	=	(0)	
	Yes	=	(3)	
1.3 Education, health, mental health, aid distribution, coaching or mentorship, recreation or sports, child protection, refugee/displacement, economic strengthening, or other direct services (excluding technical assistance) to any of the following program participants <i>in any setting</i> ? <ul style="list-style-type: none">womenelderly peoplepeople with disabilitiesrefugees, asylum seekers, internally displaced personspeople who use drugs, people who sell sex, sexual or gender minorities (LGBTQ+ people), prisoners or incarcerated peoplepeople who are homeless or people experiencing economic hardshipmigrant workers	No	=	(0)	
	Yes	=	(3)	

Domain 2: Project Context		ANSWER		SCORE
2. Does the FHI 360-supported project involve implementation of activities, <u>including technical assistance</u> , in:				
2.1 Schools, after-school programs, refugee or internally displaced persons camps, emergency shelters, youth/recreation centers, health facilities or medical mobile units, women’s centers or child-friendly spaces, drop-in centers for people who sell sex, LGBTQ+ people, or people who use drugs, prisons or correctional facilities, distribution sites for food and non-food items, or border crossings?	No	=	(0)	
	Yes	=	(3)	
2.2 An area with known cases of SEA, child abuse, or trafficking committed by humanitarian or development workers? <i>(If uncertain, refer to the UN IASC Dashboard to determine if a PSEA Network is operating in country and contact the PSEA Coordinator; or contact local UNICEF or USAID mission)</i>	No	=	(0)	
	Yes	=	(3)	
3. Does the FHI 360-supported project involve implementation of direct services, <u>excluding technical assistance</u> , in a country or any part of the country that is:				
3.1 Rated in FHI 360 Global Security Report as high-risk or extreme risk? <i>(click on the hyperlink to review the report)</i>	No	=	(0)	
	Yes	=	(3)	
3.2 Rated in the most recent U.S. Trafficking in Person’s Report as: <i>(click on the hyperlink to review the report to determine the country’s tier)</i>				
3.2.1 Tier 1 <i>(low risk)</i> ?	No	=	(0)	
	Yes	=	(1)	
3.2.2 Tier 2 <i>(medium risk)</i> ?	No	=	(0)	
	Yes	=	(2)	
3.2.3 Tier 2 Watchlist, Tier 3 or “special Case” <i>(high risk)</i> ?	No	=	(0)	
	Yes	=	(3)	
3.3 Experiencing a current or recent armed conflict?	No	=	(0)	
	Yes	=	(3)	
3.4 Experiencing a current or recent disaster (e.g., weather event such as hurricane, cyclone, typhoon, severe drought or flood, famine)?	No	=	(0)	
	Yes	=	(3)	
3.5 Experiencing a current or recent disease outbreak (e.g., COVID-19, Ebola)?	No	=	(0)	
	Yes	=	(3)	
3.6 Experiencing a current or recent crisis/emergency response involving local and/or international humanitarian actors/development organizations?	No	=	(0)	
	Yes	=	(3)	
ENTER TOTAL SCORE:				

Scoring Instructions: Manually add up the individual scores above to obtain a total score. Assign a vulnerability rating based on the score using the table below.

Total score	Vulnerability Rating
2 or less	Low
3	Medium
4 or above	High

Select Vulnerability Rating from the Box
(low, medium, high)

More about the total score: Consider both the vulnerability rating and total score. The total score indicates the project's overall level of vulnerability to SEA and other abuse based on population(s) served and context where activities are implemented. The higher the score, the higher the vulnerability. Based on the populations that FHI 360 supports and the settings where many of our projects are implemented, many FHI 360 projects will likely have a vulnerability rating of "high," which is important to know, but it is also important to consider the total score (number associated with the vulnerability rating). A higher total score within the "high-risk rating" indicates that there are multiple risk factors, which compound the level of vulnerability for program participants and for the project.

Quick Checklist for Proposal Teams:

Proposal/project team (for awarded projects) referred to “[How-To Note for Incorporating Safeguarding into Proposals, Work Plans, and Budgets](#)” and included safeguarding in the proposal narrative/project work plan.

Proposal/project team assessed the project’s level of vulnerability (using FHI 360’s Safeguarding Vulnerability Profile Tool—this tool) and used the results to describe the level and types of vulnerabilities associated with a project in the proposal narrative or to inform the project’s work plan (for awarded projects).

Safeguarding activities were included in the proposal budget and the project’s annual budget (for awarded projects)

Required Actions for Awarded Projects that Involve Program Participants
<p>ALL projects: (low, medium, high vulnerability rating): Implement FHI 360’s Minimum Standards for Safeguarding Program Participants. These minimum standards serve as FHI 360’s core risk mitigation strategies for all projects that involve program participants.</p> <p>Projects with a high vulnerability rating: In addition to implementing the minimum standards linked above, the project team should explore and implement additional risk mitigation strategies (beyond the minimum standards) to address the higher-level of risk. Refer to FHI 360’s Risk Assessment and Action Planning (RAAP) Tool referenced in the minimum standards to review common risk factors and example mitigation strategies. Include planned strategies in the action plan section of the RAAP Tool.</p>

For support, contact FHI 360’s Senior Technical Advisor for Safeguarding
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