CAS Accountability to Affected People (AAP)	
Credits	10 credits ECTS
Dates	6 January – 30 March 2025
Format	Online (combination of self-study and live sessions). Live sessions are scheduled take place 1-2 times per week. All live sessions are in group and mandatory – Usually in early afternoon CEST. *Online course requires 20-25 hours of dedicated work per week. We recommend that participants allow at least 50% of their time for the course and adapt their professional activity accordingly and with flexibility on working hours.*
Language	English
Fees (excluding residential costs)	• **Full price**: CHF 5'000 • **Partner rate (MSF, ICRC, UNICEF, IOM)**: CHF 4'000 (20% discount) • **Special Rate for Government and NGO/CBO Staff**: CHF 2'500. Available exclusively to staff from local and national NGOs, CBOs, and government employees in low/middle-income countries. Proof of local employment and salary required.
Course Coordinators	Dr. Erna Burai – erna.burai@unige.ch

CAS overview

Short description

This certificate addresses the ambition of improving Accountability to Affected People (AAP) within the humanitarian sector. It discusses the components, conceptual underpinnings and practice of AAP in various contexts. It prepares participants to better realise the principle of accountability in their field of expertise through familiarising them with existing modalities and organisational practices of accountability and critically assessing these modalities' promises and limitations. This intensive online course, which culminates in a residential week in Nairobi, is organised in partnership with UNICEF.

Objectives of the course

At the end of the CAS, participants will have developed the relevant skills to design and adapt humanitarian strategies and projects related to AAP in line with the specificities of each context.

More specifically, participants will be able to:

- Define the AAP concept and relate it to other humanitarian values
- Explain the origins of the concept of AAP and discuss its boundaries
- Identify and juxtapose types of accountability (upward vs. downward; formal vs. informal, normative vs. operational etc.)
- Understand the philosophical, conceptual underpinnings of accountability in humanitarianism
- Argue on the primary and secondary expected outcomes of AAP
- Differentiate the institutional ingredients of AAP
- Understand how organisational cultures impact accountability mechanisms from the local to the global level
- Plan and conduct the evaluation of the AAP strategy in a humanitarian project
- Appraise their project organisation and team through the AAP lens
- Formulate evaluation strategies and tools adapted to their project/organisation
- Design recommendations useful for their organisation/project enhancing practically AAP

Workload

Around 250 hours of work including:
- Synchronous live sessions (1-2 times per week)

- Asynchronous self-study activities (individual or group work activities such as readings, interviews, podcasts, videos, in-class presentations, self-tests, case studies and simulation exercises, reflexive analysis, forum discussions etc.)

Structure of the CAS

Module I: Accountability relations in the humanitarian sector

- **Week 1:** What is Accountability to Affected People (AAP)?
- **Week 2:** Accountability as a relationship
- **Week 3:** Donor perspectives and advocacy
- **Week 4:** Building a culture of accountability: leadership, organisational culture, certifications and standards

Module II: People-centred programming

- **Week 5:** Elementary community structures
- **Week 6:** People-centred approaches and localisation
- **Week 7:** Collective accountability and area-based programming

Module III: Modalities and practices of AAP

- **Week 8:** Working with people on the move
- **Week 9:** Inclusion and diversity
- **Week 10:** Reversing power relations in the humanitarian sector

CAS Assessment

- **Week 11:** Preparing a final written assignment on an AAP-related dilemma or an AAP strategy
- **Week 12:** Residential session in Nairobi, Kenya (24-28 March 2025)

Prerequisites

Audience

- Professionals in the humanitarian, development or social sector looking to improve the provision of humanitarian assistance through accountability lenses
- Professionals from any other sectors (private, academic, etc.) who wish to increase their understanding of the humanitarian field and develop their competence in accountability to affected people

Distance Learning

- Broadband/high speed connection - 2.5 Mbps minimum.
- Please note that most weekly content and activities are accessible via phone, but a PC/laptop/tablet is preferred
- Microphone and webcam

Admission requirements

1. A university qualification (Bachelor's degree or equivalent)
2. At least three years of relevant professional experience in the humanitarian, development or social sector
3. Excellent command of English