



## Meeting Minutes

19 March 2024

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| <b>Time &amp; Location</b>           | 10:00am, <a href="#">online</a>  |
| <b>Chaired by:</b>                   | Speciose Kampire   |
| <b>Participants:</b>                 | Gdansk Foundation for Social Innovation (GFIS), Mercy Corps, UNICEF, IMC Ukraine, IOM, UNHCR (Warsaw Field Office and Country Office)  |
| <b>Minutes prepared by:</b>          | Karolina Fabirkiewicz<br>Minutes available at <a href="#">AAPWG Poland - Google Drive</a>  |
| <b>Agenda and discussion points:</b> | <p><b>Proposed agenda:</b></p> <ul style="list-style-type: none"><li>• Updates from member organizations</li><li>• Update on helplines mapping</li><li>• AAP WG Action Plan 2024</li><li>• AOB</li></ul> <p><b>Updates from member organizations:</b></p> <ul style="list-style-type: none"><li>• Mercy Corps is downsizing the team and looking for a more sustainable funding solution in Poland. Current activities include strengthening the capacity of local partners by organizing trainings on AAP for organizations in Poland.</li><li>• GFIS was one of the organizations supported by Mercy Corps and found the capacity building activities very useful. The organization has 17 years of experience in working with local communities and amplifying their voices. Some of the foundation's activities include running day care centers, running a Community Center 'Goscinna Przystan', supporting children in foster care and working on revitalization project with cities of Gdynia and Gdansk.</li><li>• IOM is starting a process of integrating CFM and introducing an app that would serve as a virtual feedback box. This can be later extended to partner organizations.</li></ul> <p><b>Update on helplines mapping:</b></p> <ul style="list-style-type: none"><li>• The update of the <a href="#">helplines mapping file</a> was conducted in January 2024 by UNHCR. Organizations are encouraged to contribute to the mapping and add verified information on their and their partners' helplines.</li></ul> <p><b>AAP WG Action Plan:</b></p> <ul style="list-style-type: none"><li>• The template for the AAP Action Plan 2024 was presented to the WG members, including example activities from last year. The document is divided into 4 AAP pillars and activities may or may not include budget requirements.</li><li>• Organizations are encouraged to coordinate and join activities planned by others. AAP WG Lead will be reaching out bilaterally to some of the organizations to discuss their planned activities.</li></ul> <p><b>AOB:</b></p> <ul style="list-style-type: none"><li>• UNICEF and its 11 CSO partners are planning to conduct a mapping of their existing AAP mechanisms and evaluate if there are any gaps. UNICEF is looking for someone who could conduct a training on the subject, ideally a person who understands AAP standards and the knowledge of the Polish context. UNICEF will send a follow-up email with details.</li><li>• UNHCR is planning to conduct a mapping of CFM and CwC tools among partners.</li></ul> |



- 2024 AAP indicators were reshared with the group:
  - # individuals directly involved in consultations, interviews, or surveys in participatory manner to shape programs according to the needs of affected population.
  - # of Individuals who used feedback and response mechanisms to voice their needs/concerns/feedback
  - # of personnel of government, non-government organizations, volunteer networks or community members trained on AAP standards
- Members were reminded that AAP WG is looking for a co-lead, preferably a local organization.
- Members pointed out a challenge of communicating with local authorities who are donors, while wanting to remain apolitical. Another challenge is a difficulty to respond to all of the community's needs as some are beyond the scope of work and capabilities of the NGOs.

**Action Points:**

- **AAP WG Lead will be reaching out to organizations for inputs in the 2024 Action Plan.**