

Basic Needs Working Group Amman, Jordan

Meeting Location	EMOPS Room UNHCR Khalda	Meeting Date	04 April 2016
Facilitator	Volker Schimmel, UNHCR & Elias Jourdi, NRC	Meeting Time	15:00– 17:00
Minutes Prepared by	Ruba Saleh, UNHCR		
Purpose of Meeting	Regular/Monthly Meeting		

1.) Summary of action points

No.	Action Point	Focal Point / Organization
1.	Geographical gap analysis to be shared with BNWG members	Volker Schimmel
2.	VAF Basic Needs sector tree review meeting to be held by 11 April	Oliva Cribb
3.	Winterization task force lessons learned group meeting to be held by 18 April	Olivia Cribb
4.	Deadline for ActivityInfo reporting is 8 April 2016	All BNWG members

2.) Attachments and References

Documents	Location	Contact Person
Presentation form ECHO consortium	http://data.unhcr.org/syrianrefugees/working_group.php?Page=Country&LocationId=107&Id=71	Ruba Saleh, Salehru@unhcr.org
Presentation from UNWOMEN	http://data.unhcr.org/syrianrefugees/working_group.php?Page=Country&LocationId=107&Id=71	Ruba Saleh, Salehru@unhcr.org

3.) Session Summaries

Item	Discussion
Brief update from ISWG	<p>Sector chair shared updates from the ISWG meeting, main points are:</p> <ul style="list-style-type: none"> Newly created livelihoods working group (LWG) had a meeting on 29 March. A draft ToR for the group is under review. A discussion on linkage of livelihoods working groups with other sectors to take place in LWG meetings. Anna Gaunt is the interim sector chair for the LWG (GAUNTA@unhcr.org) GenCap advisor will continue his role in supporting sector gender focal points network. GenCap advisor to provide support in gender analysis on sectors level and to support improving gender sensitivity. Gender focal point action plan needs to be on BNWG agenda and workplan. Services advisor taxonomy is finalised and the system will be launched in April. Sector-level and localized training sessions will take place in May. The Prevention of Sexual Abuse and Exploitation (PASE) focal points network developed an inter-agency community based complaint mechanism. A draft protocol is prepared in consultations with refugees and partners.
OCHA Brief on Humanitarian Fund (HPF)	<ul style="list-style-type: none"> OCHA had their first advisory board meeting to discuss the Jordan Humanitarian Fund (JHF), previously called Emergency Response Fund (ERF) and the upcoming call for proposal.

	<ul style="list-style-type: none"> • A programmatic priority document, prepared by ISWG in consultation with sector chairs, presented suggested priorities to the JHF call for proposal. • The projects should focus on four sectors; shelter, health, protection and basic needs. The thematic objective of JHF are; 1.) Meeting critical needs in areas where NGOs have comparative advantages 2.) Critical gap filling (firefighting) 3.) Emergency Response-sudden change in context 4.) Impact. • OHCA will consider projects from other sectors if they demonstrated the JHF funds priorities. • JHF call for proposal ceiling amount to 5 million USD with two windows: one for Jordan and a second for southern Syria (cross-border). The call to be launched during the second week of April and it will be open for two weeks with possible extension. • The call is open only for NGOs who successfully submitted the capacity assessment document. UN agencies can apply if they demonstrate that there are gaps that NGOs cannot cover. • The allocation paper outlines the details of the JHF fund. Technical committee to be setup at the level of the BNWG will consist of NGOs who did not submit a proposal for JHF fund. BNWG Geographical gap analysis will be shared to direct partners to priority areas. • Projects with qualifying score will be review by GenCap Advisor for gender marker. OCHA will communicate to NGOs the feedback on all projects.
Presentation form ECHO consortium	<ul style="list-style-type: none"> • ECHO consortium (Intersos, ICMC, NRC and Save the Children Jordan) presented the findings from the post distribution monitoring (PDM) of their winterization intervention in support of the most vulnerable Syrian and Jordanian families living in camps and non-camps settings. • The presentation can be found here: http://data.unhcr.org/syrianrefugees/working_group.php?Page=Country&LocationId=107&Id=71 • ECHO consortium will share further analysis on the expenditures upon finalizing the PDM exercise.
Presentation from UNWOMEN	<ul style="list-style-type: none"> • UN Women presented on its Cash for Work (CfW) Program Monitoring highlighting a need to gender empowerment in accessing work in camps settings. Women currently occupy 22% of cash for work opportunities in Zaatari Camp. The presentation can be found here: http://data.unhcr.org/syrianrefugees/working_group.php?Page=Country&LocationId=107&Id=71
General reminder on reporting (Activity info, RAIS, winterization).	<ul style="list-style-type: none"> • The deadline for reporting March activities is 8 April. <u>Sector co-chairs emphasized the need to report retroactively on Jan and Feb activities if it is not accurate, yet.</u> • RAIS bulk upload is available and should be used to enable a case-by-case comparison of assistance delivery. This will prevent unwanted duplication of assistance. For troubleshooting queries, please contact Olivia Cribb, CRIBB@unhcr.org. • Partners were also reminded to finalize their winterization reports as agreed on the last BNWG meeting.
VAF tree review	<ul style="list-style-type: none"> • VAF Basic Needs sector tree review to take place in the 11 April. Feedback from VAF partners is essential to evaluate the effectiveness and added value of VAF.
Winterization task force lessons learned group meeting	<ul style="list-style-type: none"> • A winterization task force lessons learned meeting to take place in Monday, 18 April. A draft report to capture overview from PDM, lessons learned and feedback on coordination mechanism will be circulated.
AOB	<ul style="list-style-type: none"> • BN gender focal point shared an update from the gender focal points network monthly meeting. A gender training to take place on May to train new focal points. NGOs are encouraged to participate .a structured handing over for the new sector gender focal point to be on the agenda.

List of Participants

Organisation	Name	Email	Present
UNHCR	Volker Schimmel (Chair)	schimmel@unhcr.org	
NRC	Elias Jourdi	Elias.jourdi@nrc.no	
INTERSOS	Majdi Sunna	Procurement.jordan@intersos.org	
INTERSOS	Stefano Fino	bn.jordan@intersos.org	
GRC	Melanie Ploeger	ploeger@grcmideast.org	
UNHCR	Olivia Cribb	cribb@unhcr.org	
Medair	Tamsin Blake	cashpm-jor@medair.org	
UNHCR	Abdulla Khamash	khamash@unhcr.org	
UNHCR	Najwan Durgham	aldorgha@unhcr.org	
ZOA	Simon verduijn	s.verduijn@ZOA.nl	
UNICEF	Mays Albaddawi	malbaddawi@unicef.org	
AVSI	Fadi Hrimat	fadi.hrimat@avsi.org	
PU-AMI	Said Karnaovi	Jor.hon@pu-ami.org	
IOCC	Loren Hyatt	lhyatt@iocc.org	
ICMC	Osama Al-Moammad	almuhammad@icmc.net	
Intersos	Majdi Sumna	procurement.jordan@intersos.org	
Danish Red cross	Jacinta Hurst	Jahur@rodekors.dk	
ACF	Antoine Esteban	fieldmanager-ir@jo.missions-acf.org	
ACF	Damian Buehon	fslexpert@jo.missions-acf.org	
UNWOMEN	Rachel Weeks	rachel.weeks@unwomen.org	
UNWOMEN	Hannah Twire	Hannah.twire@unwomen.org	
Medair	Stephen Rous	pc-jor@medair.org	
ACTED	Tamara Azar	tamara.azar@acted.org	

CARE	Fairouz Hassan	Fairouz.Hassan@jo.care.org	
Caritas Switzerland	Sigrid Pfaffle	Spfaffle@caritas.ch	
NEF	Julia Daley	jdaley@neareast.org	
ECHO	Mstleo Pasttrone	Mstleo.pasttrone@echofiled.org	
UNHCR	Ruba Saleh	Salehru@unhcr.org	