

**Joint Cash and Food/ NFI/ Community Kitchens Working Groups Meeting
National Level, Athens, Greece**

Date	Thursday, 30 June 2016 @ 3-5pm in UNCHR Country Office
Participants	Attached participants' list
Co-Chair(s)	Carla Lacerda (UNHCR Cash-based Interventions Officer/ Coordinator) lacerda@unhcr.org Rami Beirkdar (CRS Cash Working Group Coordinator seconded by NORCAP/ CASHCAP) rbeirkdar@gmail.com
Agenda	<ol style="list-style-type: none"> 1. Minutes Endorsement 2. Updates on Food Task Force Needs Assessment 3. Request and Follow Up on CWG Members' Feedback on Key Documents/ Action Points 4. ECHO Proposal Plans (a) multi-purpose cash, (b) planned # of bens, (c) amounts, (d) geographical coverage (camp/ urban), 5. Update on Delivery Mechanism/ Single Platform – RFP for financial service providers 6. Update on PROGRES and Beneficiary Databases – UNHCR to share information and IRC to present suggestions 7. M+E – a separate/ technical discussion among different agencies' M+E staff 8. Cash Working Group (Technical) Meeting (plus sharing of emails/ info) Format 9. Next Cash Working Group Venue 10. AOB (e.g. MEB)
1. Minutes endorsement	<ul style="list-style-type: none"> • Minutes from the last meeting endorsed, • Comments only from IRC on proposed ways forward with regards to CWG and other WG meetings.
2. Updates on Food Task Force Needs Assessment	<ul style="list-style-type: none"> • Coordination with Participatory Assessment means that the assessments are being combine and questionnaire incorporating both sector's related questions. • Training of enumerators starting over the weekend in Thessaloniki and on Tuesday in Lesvos. Assessments kick off from Monday and Wednesday respectively at different sites (schedules have been shared and are previously attached). • Thanks to all organizations contributing staff and logistics support (especially with everyone being overstretched and unable to recruit more staff on a short notice!). • If more cash agencies can contribute more staff that would be great – particularly for Market Assessment and data analysis. • We have not received any cash feasibility/ market/ needs assessments! Please send more everyone! We need it for the secondary data/ desk review (right now we only have from CRS). • There is no need for a market assessment or a full EMMA (emergency market mapping analysis) – unless it is of secondary government data – in urban locations or in Athens. More information will be needed from places like Herso, which are considered more rural. • The assessment will be focusing on collecting data on (a) access to income/ livelihoods/ remittances etc, (b) negative coping mechanisms (of being out of cash), (c) distance to markets, (d) market vendors/ access to financial service providers (e.g. POS machines) and (e) distance to ATMs. • Some secondary and primary price data will be collected and reviewed for this assessment. Food and NFIs? • There is a need for female staff enumerators: Save the Children will check if staff from MBA can be 'borrowed' for the assessment in certain locations. Oxfam mentioned Kurdish to be careful with Kurdish too – as there are different dialects (e.g. Khurmanji translators, as opposed to Sorani).
3. (A) Follow Up Feedback on 4Ws	<ul style="list-style-type: none"> • Thanks to those that have submitted it. Please ensure for those who have not (e.g. IRC) that those need to be submitted, otherwise will not be recorded and CWG support (e.g. for access, government liaison etc) can only be provided to those who have submitted them. • Rami looking into the possibility of putting this is a Google Doc to make it more interactive and updated simultaneously by all.

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	<ul style="list-style-type: none"> The map is being updated with the latest that we have received as of Friday this week. The link will be shared to CWG members only. A discussion and inputs from agencies will be required in order to decide how public this map can be and who we can/ would like to share it with. Apostoli and other local Greek NGOs are encouraged to provide their activities on the 4Ws as well, even (and especially if) they are cash assistance to Greek (host population) families. Apostoli clarified that it's not cash but subsidies and it is 50 EUR p/month to limited to purchase Greek items.
3. (B) Follow Up Feedback on Conditional Cash Transfers One Pager	<ul style="list-style-type: none"> No comments received so far. IRC to provide feedback on Problem Statement/ Context. One pager shared with the Inter-Sector Working Group for comments. The audience is the government for advocacy on allowing these programmes to be implemented. UNHCR legal colleagues have been requested for a meeting to discuss the interpretations of the law on the remuneration of refugees (particularly those pre-registered/ without a work permit). A confirmation date will be shared when they revert back to us/ CWG Co-Chairs. The meeting between Ministry of Labour, MOMP and Asylum Services on the issue of (a) allowing conditional cash programmes to be implemented (with limited durations, in certain locations etc) and (b) allowing right to work/ work permit between pre-registration and full registration phase, is still pending and being followed up by Alex Krause and the Inter-Sector Working Group. The latter would require an amendment of the law (which might take more time) but the former is a quick-win (which we should aim to get ASAP, without losing sight of the bigger ask as well). Something about PNS? IRC and Save the Children tasked with the follow-up on completing this document before the meetings occur.
3. (C) Follow up on Cash Transfers Two-Pager	<ul style="list-style-type: none"> No comments received. A request was made if CARE/ Tom could be responsible for wrapping it up and getting feedback? Any comments must be sent by next week otherwise the paper will be endorsed and used by CWG actors as well as shared to government and other agencies in relation to CTP/ CBI in Greece.
4. (D) Follow up on Risk Matrix	<ul style="list-style-type: none"> No comments received. Comments would be appreciated by no later than end of NEXT WEEK, FRIDAY 15 JULY. This matrix needs to be shortened but incorporate and meet most agencies' needs. This will also be shared as CWG reference documents to government and other inter-agency actors.
4. (E) Follow up on: Activity Info Indicators	<ul style="list-style-type: none"> The ones agreed in the previous meetings have been submitted to IM and will be collected monthly from next month onwards. Clarifications were required on whether number of people receiving cash assistance was better by household or by individual. It was agreed to be by individuals.
5. ECHO Proposal Coordination	<ul style="list-style-type: none"> There is a need to coordinate ECHO proposals (11 July) particularly those around multi-purpose cash grants (MPGs). The reason for this is to ensure we are not going to the same donor for assistance and delivery to the same sites and population groups without being coordinated. UNHCR has been approached to be the single agency provider of MPGs. There have been discussions and reservations on this issue. The concerns are mainly to ensure realistic capacity of implementation and technical abilities to cover entire population groups by one single agency. ECHO has attempted this in other countries as well (such as Turkey and elsewhere) where WFP was granted the sole provider of cash. This has implications to the CWG and to geographical/ population coverage. UNHCR has suggested that at least two agencies be selected for MPGs (e.g. UNHCR and an NGO cash consortium). However, ECHO seems to have preferences on this. If a single cash delivery agency is selected, UNHCR will submit a proposal reflecting this and ensure to share this information transparently with other agencies and ensure cooperation and coordination on this. There was no feedback or preference from other organizations on this. Some agencies it is understood might prefer UNHCR to cover MPGs for basic needs in order to allow other NGOs to focus on other technical and more interesting programmes (e.g. livelihoods or other). Please feel free to contact lacerda@unhcr.org for more feedback on this.

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	<p><u>Plans so far for ECHO Proposal Submissions on July 11 for 2016 and first quarter of 2017:</u></p> <ul style="list-style-type: none"> • UNHCR: MPGs to 30,000 people across different geographical locations (not overlapping with other actors nor with relocation programme) with agreed current MEB (noting that this might change sometime between now and March 2017). Total cash to bens: EUR 27.8 million. • Mercy Corps: MPGs to 10,000 people in Lesvos, Kos, Leros, Athens (?), 5 camps in Epirus, Lavrio, Agios Andreas, Malakassa but not Ritsona. Full population coverage on all these sites with agree MEB. For 1 years (until first quarter 2017). Total cash to bens: EUR 8.4 million. • CARE: food only (?) vouchers to 550 people (250 in Thessaloniki) and (300 in Athens) using current Food MEB (and Mercy Corps approach). Focus on urban populations only (those coming into community centres led by Solidarity Now). Partners Solidarity Now and PRAKSIS, capacity building. • IRC (first proposal/ trench 3 months): MPGs for 22,000 people (4,500 households) in Diavata, Herso, Eleonas, Skaramangas, Skisto, Kara Tepe (Lesvos), Alexandria, Giannitsa. Aligned to MEB. Total cash to bens: EUR 22 million. • IFRC: MPGs for 3500 HH for 6 months with monthly transfers in the camps (relateds to ECHO funding – a budget of approximately 5.4 million Euro exclusive service charges etc). In addition, own funding relates to the revised emergency appeal that aims for 3 month support for: (a) 875 Greek HHs, (b) 2000 individual refugee, (c) 2000 families refugee. The appeal has a coverage on approximately 80% for the time (budget approx.. 2,2 mill Euro excl. service charges etc). The amount for families are 250 EURO and individual 90 EURO. In addition food will be distributed having a value of 40 EURO for a family. IFRC is currently tender for Cash Cards expected to be launched this week (to be liased with UNHCR). To clarify for Cash for Work: IFRC is not doing cash for work as this is not an activity in our program, there is no additional knowledge if a small incentive for service e.g. translation to refugees has been paid, but that might have happened. IFRC will focus on unconditional cash transfer to both host communities/ refugees, more info can be found in revised emergency appeal. • Oxfam: MPGs to cover all of Epirus regions. Amounts to be confirmed.
6. Winter MEB	<ul style="list-style-type: none"> • There is a need to discuss winter MEB, also to incorporate into the ECHO proposal. Food/ Shelter/ NFI WG and other groups should be engaged to ensure we have a harmonized and agreed cash amount for topping up of MPGs (e.g. fuel, blankets, heating etc). • UNHCR estimates for now 80-100 EUR extra. Might need different amounts to consider for different regions (e.g. higher altitudes will need more support – elevations below 500 metres and above 500 or 1,500 metres etc). • A Winter Task Force was agreed to be created. This will be raised at Inter-Sector WG and a date for will be set up in July or August.
7. M+E	<ul style="list-style-type: none"> • This is a follow up to CWG members: please share the email addresses of your agencies' M+E staff. • A meeting on M+E will be called in order to get those staff together on the same page and to discuss technical issues (related to cash but not only, other multi-sector issues).
8. CWG Meeting, Email and Information Sharing Format (and Merging of Cash, Food or NFO Working Groups)	<ul style="list-style-type: none"> • While last week there was a general request to merge the meetings, this week the feedback was as follows: <ul style="list-style-type: none"> ○ Food/ Cash/ NFI/ Shelter should merge for a meeting ONCE A MONTH ○ Separate technical WG discussions and meetings will be held ONCE every OTHER WEEK ○ The next CWG meeting will be held on the week of 18 July at the MERCY CORPS OFFICE (Patission 47) – thanks for volunteering! The date will be confirmed closer to date. ○ A cash FOLDER will be created and shared with members as a drop box, plus one on the PORTAL. Links to those will be sent at the end of every email CWG Co-Chairs send. ○ Emails: CASH/ FOOD/ NFI/ SHELTER will review their mailing lists and look for overlaps (and ensure one email is sent to those overlaps on sharing info such as from Inter-agency or Inter-Sector WG updates). ○ Emails will have clear action points and will ensure more links than attachments.

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9. AOB (e.g. MEB)	<ul style="list-style-type: none"> • MEB – need to consider child/ infant feeding. FOOD AND NUTRITION/ HEALTH WG needs to review MEB. • Assessment – Save to send some comments on wording of questions related to infant feeding and nutrition.
10. Decisions and Action Points	<ul style="list-style-type: none"> <input type="checkbox"/> Food/ Cash/ NFI/ Shelter will merge for a meeting ONCE A MONTH. <input type="checkbox"/> Separate technical WG discussions and meetings will be held ONCE every OTHER WEEK. <input type="checkbox"/> The next CWG meeting will be held on the week of 18 July at the MERCY CORPS OFFICE (Patisson 47) – thanks for volunteering! The date will be confirmed closer to date. <input type="checkbox"/> A Winter Task Force was agreed to be created. This will be raised at the Inter-Sector WG meeting and a date for a meeting will be set up in July or August. <input type="checkbox"/> A cash FOLDER will be created and shared with members as a drop box, plus one on the PORTAL. Links to those will be sent at the end of every email CWG Co-Chairs send. <input type="checkbox"/> Emails: CASH/ FOOD/ NFI/ SHELTER will review their mailing lists and look for overlaps (and ensure one email is sent to those overlaps on sharing info such as from Inter-agency or Inter-Sector WG updates). <input type="checkbox"/> MEB – need to discuss it again for (1) review of food amounts, (2) possible incorporation of shelter assistance (in near future), (3) consider child/ infant feeding and (4) winter MEB amounts. FOOD AND NUTRITION/ HEALTH WG needs to review MEB. <input type="checkbox"/> Assessments – More agencies to send more feasibility/ market/ cash needs assessments. Save to send some comments on wording of questions related to infant feeding and nutrition. <input type="checkbox"/> Agencies who have not submitted 4W need to submit this ASAP. The 4W map is being updated with the latest that we have received as of Friday this week. The gap analysis is being produced and updated every week/ month. <input type="checkbox"/> UNHCR legal colleagues have been requested for a meeting to discuss interpretations of the law on the remuneration of refugees (particularly pre-registered/ without a work permit). A confirmation date will be shared when they revert back to us/ CWG Co-Chairs. <input type="checkbox"/> The meeting between Ministry of Labour, MOMP and Asylum Services on the issue of (a) allowing conditional cash programmes to be implemented (with limited durations, in certain locations etc) and (b) allowing right to work/ work permit between pre-registration and full registration phase, is still pending and being followed up by Alex Krause and the Inter-Sector Working Group. The latter would require an amendment of the law (which might take more time) but the former is a quick-win (which we should aim to get ASAP, without losing sight of the bigger ask as well). <input type="checkbox"/> IRC and Save the Children tasked with the follow-up on completing the Conditional Cash One Pager <u>before</u> above meetings occur. <input type="checkbox"/> CARE tasked with completing the Cash Transfer Programmes Two-Pager by the end of next week. <input type="checkbox"/> Agencies to submit their FINAL inputs on RISK MATRIX by no later than FRIDAY 15 JULY. Otherwise this will be considered endorsed. <input type="checkbox"/> MPG SOP being created and will be circulated by end of next week. <input type="checkbox"/> UNHCR's Request for Proposal of Financial Service Provider will be shared for comments to CWG members before end of next week.