

JORDAN REFUGEE RESPONSE

Inter-Sector Working Group

Meeting Minutes and Action Points
Sunday, 5 March 2017 • UNHCR Office, Amman



1. Jordan Humanitarian Fund (JHF) Call for Proposals

- OCHA made a presentation on the next call for the proposals for the Jordan Humanitarian Fund and explained the nature of the fund.
- In February, all refugee sector working groups have recommended two to three interventions for their respective sectors (i.e. more than 20 recommended programmes received in total).
- Sector coordinators agreed that the priorities for the JHF are more specific than the broader program priorities because of 1) the short-term nature of the JHF: the need to identify projects that can pass the approvals process quickly and be implemented or scaled up within a short-space of time; 2) the relatively small amount of funding involved in the JHF, and the need to select projects that can have a meaningful impact/are suited to smaller scale programming and 3) the principle that NGOs should be the recipients of JHF funding, rather than UN agencies.
- Sector coordinators further discussed and agreed to prioritize a few interventions among others, considering the funding status of their sectors in 2016 and possible projects which could bring about quick impacts within the short period of time.

2. Information Management Update

- **Services Advisor** <http://jordan.servicesadvisor.org>
 - The Inter-Sector Coordinator reiterated that the Services Advisor was created to be the only on-line system for the mapping exercise to avoid duplication of efforts. The Information Management Team would welcome any suggestion to the existing system, to meet the requirements of coordinators and partners in Amman and field.
 - The Information Management Team will share the taxonomy of activities with Sector Coordinators. The feedback needs to be provided by 20 March, before the training sessions.
 - The Information Management Team plans to organize training sessions starting after 20 March, once feedback from Sector Coordinators are received. (Invitations to be sent in coming days.)
 - For detailed information, please see <http://data.unhcr.org/syrianrefugees/download.php?id=13086>
- **Sector Dashboard**
 - The Information Management Team made a presentation on the new sector dashboard with more specific categorization of data.

- The Information Management Team will send a list of recommended sector indicators for Sector Coordinators' review. Coordinators are requested to provide feedback by 23 March.
- **Financial Tracking System through ActivityInfo**
 - The Information Management Team explained that for the first quarter of 2017, we would use the ActivityInfo database to conduct the Financial Tracking System. The training session is scheduled on 21-22 March. (Invitations will be sent in mid-March).

3. Finalization of Lessons Learnt Document and 2017 ISWG Work Plan

- As requested by the January ISWG meeting, the Inter-Sector Coordination Unit took a lead to document lessons learnt from 3RP Inter-Agency Appeal process. The draft was shared with sector coordinators for their comments.
- The 2017 ISWG Work Plan was finalized and is uploaded in the data portal.
<http://data.unhcr.org/syrianrefugees/download.php?id=13087>

ACTION POINTS	RESPONSIBLE	TIMEFRAME
Services Advisor: Share feedback on the taxonomy of activities for each sector	Sector Coordinators	By 20 March
Sector Dashboard: Review a list of indicators to be used for the sector dashboard	Sector Coordinators	By 23 March
Financial Tracking System through ActivityInfo: Send the invitation for the training	Information Management Team and Coordination Associates	By 13 March

The next ISWG meeting will be held on Sunday, 2 April at 2 pm in UNHCR EMOPS Meeting Room.

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