Basic Assistance Sector Annual Workplan 2023

	ctor Annual Workplan	Main actions	2023 Timeline									Status			
Inter-Sector Priority & Mainstreaming Area			Q1	Q2	Q3	Q4	Framework	Cross-Sector Support (Choose relevant sector/s with which you will work to	Responsible	Main Partners (Optional)	Additional Comments	Q1	Q2	Q3	Q4
& Manistreaming Area								achieve your priority)		(Optional)	comments				
	Sector Situation Analysis	Revise VASyR analysis plan and questionnaire		x				, , , , , , ,	BA Sector Coordinators and Co-Coordinator, BA Core					_	
		Present VASyR results and identifying needs for BA				x			Group WFP, UNHCR. VASyR Core Group, Inter-Agency IM					\rightarrow	
		Sector Explore findings from up-coming assessments on				^									
		Lebanese (L-VA and MSNA) and defining needs and	х	х					BA Core & Working groups with support from IM and inter-sector teams						i .
		targets of vulnerable Lebanese Update/Revision of the SMEB with latest data from			v				BA Sector Coordinators and Co-Coordinator, BA Core						
		VASyR conduct regular monitoring the value of Survival			х				Group						
		Minimum Expenditure Basket with new price data	х	х	х	х			BA Sector Coordinator, WFP						
	Coordination	Set up system and methods for tracking assistance to Lebanese within and outside the NPTP/ ESSN and other		x					BA Sector Coordinators and Co-Coordinator						i .
		government led programs Keep the service mapping updated and available to													
		target population and partners	х	х	х	х			BA Sector Coordinators, BA IM focal point						
		Ensure monthly updates of the S/MEB dashboard Ensure timebound reporting on Activity Info and direct	х	X	X	х									
		update of reporting dashboard Ensure cross attendance and participation in the other	х	х	х	x									
		sector's working groups as relevant	х	х	х	х			BA Sector Coordinators and Co-Coordinator						i
Inter-Sector Priority		Develop guidance notes/SOPs for multipurpose cash assistance covering intended impact, targeting							BA Sector Coordinator, BA Core Group						i .
		mechanisms, defining transfer values, referrals and	х												i .
		reporting Develop lessons learned/best practices on cash		x					BA Sector Coordinator, BA Core Group; potential						
		modalities for MPCA Conduct discussions around transfer values for multi-							collaboration with FS&A Sector						
	Advocacy	purpose cash assistance within the Core Group and the Basic assistance working group	х	х	х	х			BA Sector Coordinators and Co-Coordinator, BA Core Group, BA Working Group						i .
		Provide continuous monitoring of key socio-economic													í
		indicators (exchange rate and consumer price index)	х	х	х	x			BA Sector Coordinators, Key partners including WFP						i .
		Ensure strong engagement on dollarization, including technical expertise support and lessons learned from	x	x					BA Sector Coordinators and Co-Coordinator, BA Core						
		BA Partners	^	^					Group, BA Working Group						
		Conduct advocacy on the need for additional support			x	x			BA Sector Coordinators and Co-Coordinator						l .
		during winter. Support to Partners for fundraising Ensure quarterly reporting of outcome level indicators													
	Monitoring and Evaluation	on Activity Info	х	x	x	x			BA Sector Coordinators and Co-Coordinator, partners						<u> </u>
		Review and update of research questions to the Inter- Sector	х						BA Core Group						l .
		Conduct lessons Learned workshop with partners (key themes to TBD)		х	х				BA Sector Coordinators and other sector focal points as needed						i
		Review of the Protection Risk Assessment at regional							incode and a second sec						
	Protection	and national levels and continuous monitoring of identified risks, identify priority mitigation measures							BA Sector Coordinator and Co-Coordinator, BA Field Coordinators, support from Protection Sector						i
		and take concrete action							Coordinators, support from Protection Sector						i .
		Share information in the BA sector about the protection							Protection mainstreaming focal point						
		mainstreaming community of practice to promote engagement of staff working in cash programs on													i .
		protection mainstreaming or AAP (suggestion from PRT Coordinator)													i .
			х	х	х	х			BA Sector Coordinator and Protection/referrals focal						
		Conduct Referrals Training	x	x					point						i .
	Prevention of Sexual Exploitation and Abuse	Invite sector partners to join PSEA network							Sector PSEA focal points, BA Sector Coordinators						
			х	х											
		Conduct Bilateral discussions with partners who do not have PSEA or CfMs systems in place to understand													i .
		needed support Develop guidance notes for partners: HR guidance note	х	х											
Mainstreaming Area	Conflict Sensitivity	and guidance on risk analysis.		х	х										
		Training & Capacity Building: Regularly share with partners updates and training opportunities	x	x	x	x									
		Analysis & Data: to regularly conduct presentations in WG on tensions analysis and trends. To include CS													i
		mainstreaming considerations in planning Guidance: Develop a sector-specific guidance note	х	х	х	х			BA Sector Coordinator and Co-Coordinator, Social Stability Sector Coordinator and CS Mainstreaming						
		package on conflict sensitivity based on thematic							Focal Point						i
		discussions with CS focal points. To share the cash- based assistance guidance note and support partners in													i
		its application		х											í

	Gender and GBV	Assign a Gender/ GBV Focal Point for the BA sector who							
		is trained as a ToT for the BA sector; roll out training							
		Gender/GBV focal point/ ToT on practical				Sector GBV focal points, BA Sector Coordinator			
		implementation aspects of GBV risk mitigation for							
		partners under the sector by the Gender/GBV focal							
		points	х						
		Increase efforts to provide disaggregated reporting,							
		analysis of achievements by gender, age and disability							
		and expanded reporting on best practices related to							
		gender focused and transformative activities							
		implemented by partners. Include gender in							
		assessments and post-distribution surveys.	х		x	BA Sector Coordinators, BA IM focal point			
		Trian gender/ GBV leads on the development of a							
		Gender/ GBV mainstreaming checklist	х	х		Gender and GBV focal point, sector coordinator			
	Environment	Improve response, especially with regards to winter							
		assistance to ensure the sustainability of natural							
		resources and develop guidance document on							
		sustainability based on discussions with ETF.	х	х		ETF, sector coordinator			
		Train on environmental mainstreaming to ensure the							
		greening of the response	х	х		ETF, sector coordinator			