

Shelter Working Group

Syrian Refugee Response in Jordan

Meeting Location	UNHCR–Small Conference Room	Meeting Date	26.09.13
Chair Person	Werner Schellenberg	Meeting Time	14:00-15:30
Minutes Prepared by	Connie Vaughan		
Purpose of Meeting	Regular meeting of the Shelter working group		

1.) Summary of action points

Item	Action point	Focal Point / Organization
1.)	Dropbox folder to be created and shared with members of the WG	Connie Vaughan
2.)	Dashboard to be sent to IM team and uploaded onto the Data Portal	Werner Schellenberg
3.)	Writing RRP6 narrative for camps	NRC
4.)	Writing RRP6 narrative for host communities	ACTED and Intersos
5.)	Read and comment on CARE winterisation guidance and feedback at next meeting	All partners
6.)	ACTED to submit their proposal for ERF to Shelter WG team that deals with these proposals.	ACTED and ERF-dedicated team

2.) Attendees of the meeting

Name	Organisation	Contact details
Werner Schellenberg	UNHCR	schellen@unhcr.org
Mai Asfour	UNHABITAT	Mai.asfour@unhabitat.org
Kate Holland	ACTED	Kate.holland@acted.org
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Stacy Gustafson	Global Communities	sgustafson@jordan.chinternational.org
Connie Vaughan	UNHCR	vaughanc@unhcr.org

3.) Minutes

Item	Discussion
Sharing of data received from Shelter Agencies related to planned and implemented interventions under the RRP 5 - shelter 3Ws	<ul style="list-style-type: none"> - How to share data and communications. Possibility of opening a Dropbox folder to be shared with members of the working group - Planning figures reduced from 1,000,000 by end of 2014 to 750,000 by January 2014. By December 2014 estimated at 1,000,000. These figures agreed by MoPIC.
Endorsement of the Sectors dashboard data to be shared by 30th sep	<ul style="list-style-type: none"> - Dashboard endorsed and will go out onto data portal.
Endorsement of RRP6 shelter response draft for Syrians in camps and urban settings, including discussions on the proposed executive summary, activity matrix, and estimated financial requirements to be submitted through ISC to region coordinator RRC.	<ul style="list-style-type: none"> - Phil from CARE, Werner, Martin, Miriam from Medair sat and went through objectives outputs and indicators for RRP6. - <u>Rationale for figures</u> used in the proposed objectives explained by Werner: There will be est. 800,000 refugees in Jordan. 600,000 in host community/urban settings. 30% of these refugees categorised as most vulnerable. This number divided by five represents households to be given shelter assistance. - <u>1st output</u>: upgrading of substandard housing units. 2500 USD per unit, including operational/implementation cost. The 2500 USD includes a 30% implementation cost. Done systematically throughout all the outputs. - <u>NRC already received funding</u> for implementation of 2500 units in 2014. - <u>Cash grant support</u> - Conditional cash grants linked to specific sector. Not in addition to other cash grants, but in parallel. Cash WG need to decide on their interventions based on what other sectors give in cash assistance. - Important for agencies to know how their activities fit into the agreed outputs. - <u>RRP6 as UNHCR guide</u>. It is a pledging document - what does the sector think is needed and what is the cost. Donors use it for coordination, what is the capacity of NGOs to implement it. - When partners have confirmed funding then they need to write confirmed percentage on ActivityInfo so that donors are able to analyse gaps. Shows importance of dashboards and the need to keep them updated with progress of implementation and funding. - Both objectives endorsed by working group. - <u>Next step</u> related to this - formulate the narrative for particular sector chapter. Narrative reflects achievements of RRP5 and challenges in urban and camp setting. Possibility of using last years as a template. - ACTION- partners to go through RRP5 narrative, amend and adjust. Werner and Medair to read and edit, get it back to partners, they can confirm before 15th. ACTED and Intersos to look at urban host community. ACTED to contribute shelter assessment and work with Intersos.
Winterisation guidance. Presentation by CARE.	<ul style="list-style-type: none"> - Philip from CARE absent, but he prepared guidance on how families can prepare urban shelter for winterisation. It would be helpful to develop guidance for consultations with potential beneficiaries etc. The document was shared with group.
AOB	<ul style="list-style-type: none"> - ACTED- proposal to OCHA for shelter winterisation kits. Needs to be peer reviewed by shelter WG. There is a team in shelter WG dedicated to reviewing ERF submissions. OCHA very specific - needs to be endorsed by shelter sector. Vulnerability criteria has been an issue in the past. - Next meeting will be week after the 15th will be on the 24th.