

Basic Needs Working Group Amman, Jordan

Meeting Location	EMOPS room, UNHCR office, Khalda	Meeting Date	04 March 2019
Co Chairs	Elizabeth Burnhart (UNHCR), Mohammed Alawamreh (CARE)	Meeting Time	14.00-16.00
Purpose of Meeting	Regular/Monthly Meeting		
Agencies Present:	Action Against Hunger, CALP, Care, Caritas Germany, Caritas Jordan, Caritas Switzerland, CRP, DKH, JHCO, JIF, ICMC, ICRC, IOCC, IOM, InterSOS, IRW, NICCOD, NRC, Syria Relief, UMR, UNHCR, Violet, WRG		

1. Summary of Action Points

No.	Action Point	Focal Point / Organization	Time Frame/ Deadline
1.	Protection for cash TF to join Mar PWG and brief on the updates for Apr BNWG.	AAH, Caritas Germany, ICMC	--
2.	Presentation on M&E on Gender for April BNWG by Kendra Hughbanks- AAH. Anything to be added to this topic should be coordinated through Kendra within the upcoming 2 weeks.	Kendra Hughbanks- AAH	22 March 2019
3.	Reminder for organizations who didn't yet sent the estimated end date of the data collection and finishing the PDM. Please send to Ahmad Hindi at: hindi@unhcr.org	All partners involved in the PDM	ASAP
4.	Close winter blocks: Please check the Winterization Dashboard and zero out any unassisted cases ASAP, unless you are still intending to assist them. The IVR is still connecting to this.	Winterization partners	ASAP

2. Session Summaries

Item	Discussion
CALP (Cash Learning Partnership)	<p>As part of CALP's thematic areas for work and coordination, they are identifying scopes of capacity building for partners within Basic Needs working groups in cash and vouchers assistance.</p> <p>For more details and future coordination, please reach out to: Murad Khawaja (Regional Capacity Building Officer)- <i>contact details are at the bottom of this document</i></p>

Cash for protection task force updates	No updates. Feb Protection WG was canceled. The task force members will join March meeting and brief the BNWG next month about updates.
Basic Needs MEB (Minimum Expenditure Basket) review	<p>The MEB is a tool produced each year to calculate for each operational sector the minimal amount a family of a certain size needs to meet their basic needs across each of the different sectors. It is used by the different sectors in a different degrees as a guide to insure a standardized level of assistance to beneficiaries</p> <p>An assigned team (ICMC- Holly Cramer and CALP- Murad Khawaja) led by UNHCR- Harry Brown will conduct a reviewing exercise to update the minimum expenditure cost for Basic Needs and the methodology adopted in the process. A presentation on that to the BNWG is expected to take place next month.</p>
VAF Indicator review for Basic Needs	<p>VAF indicator review for Basic Needs will be conducted.</p> <p>Group assigned: (World Relief Germany – Kiri Harper, Islamic Relief – Olivia Paras, Collateral Repair Project – Samer Kurdi, InterSOS - Ghadeer Bandat)</p>
Annual Population Review 2018	<p>The report is currently under review and will be out soon.</p> <p>Data analysis was conducted in collaboration with AAH and ILO. The sample was 2,250 households, which included 3700 cases and 1500 individuals.</p> <p>Details on the key findings will be found in the attached presentation.</p>
New coordination module	<p>Previous coordination module for winterization cash assistance and NFIs was designed to block a case for assistance and didn't allow for repeating monthly lists. The new coordination module on the other hand, allows for uploading large bulk of assistance and that would be much faster.</p> <p>A how-to- guide will be shared for more details on how to navigate through the new module. And all multi-purpose cash assistance should be uploaded through the new coordination module and it can be used for any sector and for any type of assistance for deduplication.</p> <p>A training session on the new coordination module followed.</p>
RAIS dashboard	Monthly cash assistance – Dashboard has been updated.
Gender in basic needs	<p>Analysis of the survey on gender areas of interest and priorities in Basic Needs is attached detailing the 9 topics on gender which will be dealt with during the upcoming months.</p> <p>Basic Needs Gender Analysis Task Force was formed and will meet regularly to lead the process of updating the 2017 gender analysis. Participants should make sure the availability of the needed resources to be mobilized for the primary data collection essential for the gender analysis.</p>

	<p>SGFPN (Sector Gender Focal Points Network) updates</p> <p>An ad hoc meeting about an initiative that was both funded and led by UN Women on the review on Gender in Humanitarian Action was held last Feb. They put together a monitoring framework (documents attached) and a review of the ToR was discussed in terms of system of structures and expertise available across UN agencies INGOs/NGOs, best practices in gender mainstreaming throughout the entire Syrian crisis response period in Jordan. The ToR outlines these documents areas of concern and their time frame, with 4 outputs expected to be produced throughout the process; 1) a back-up paper on the best practices in gender integration, 2) an assessment on gender in humanitarian action in Jordan across the full timeline of the Syrian crisis response, 3) recommendations to improve the system structures and expertise available for gender in their response and 4) an action plan to implement the findings and recommendations.</p> <p>For next month Kendra Hughbanks will present on M&E on gender. In case there is anything in particular to add to the topic, please reach out to Kendra within the next two weeks.</p>
Winterization PDM training	<p>During the last couple of weeks, there was a training on using KOBO for the Winterization PDM data collection. 11 organizations participated in the training. Each organization uses a different way of collecting data either KOBO, paper questionnaires, or Google forms. Also, organizations were consulted whether there is any additions to the main questionnaire. Eventually, all data will be compiled on UNHCR KOBO account to come up with a comprehensive report on all data set.</p> <p>For any follow up questions on the process, please forward them to: Ahmad Hindi at: hindi@unhcr.org 0797706610</p>
New coordination module training	
AOB	N/A

List of Participants:

Organisation	Name	Email	Phone No.
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CALP	Murad Khawaja	mkhawaja@cashlearning.org	0795403624
Care	Mohammad Awamreh	Mohammed.Al-Awamreh@care.org	0797117330
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Next Meeting: 01 April 2019, 1400-1600, UNHCR Khalda, EMOPS room
