

JORDAN REFUGEE RESPONSE

Inter-Sector Working Group

Meeting Minutes and Action Points
Sunday, 4 February - UNHCR Office, Amman



1. Jordan Humanitarian Fund

Jordan Humanitarian Financing Unit is in the process of preparing for a new Allocation Strategy (call for proposals) which is expected to be launched by mid-March 2018. Therefore, OCHA is starting the consultation to better define the sector priorities by the sector leads and ISWG for this call.

The objective of effective allocation planning is to strategically contribute funding to the country's Humanitarian Response Plan through a prioritization of the identified needs.

The process starts with the discussion among the sector leads in the ISWG to look at what are the priorities among the different sectors and how would the call be defined. To define the overall strategy of the allocation it should take into account funding levels and most urgent needs. An analysis of the humanitarian response so far (i.e. access to life-saving and basic services, gaps excluded or underserved geographic areas or activities).

Allocation strategies are developed based on the priorities of the JRP. This should summarize the analysis's strategy. The priorities of the allocation strategy should be as precise as possible to allow for effective prioritization by clusters.

Strategic Prioritization

Allocations can drive, focus and deliver aid against agreed strategic response priorities, while including project criteria, such as planning quality and monitoring systems, or strategic criteria, like cash, developmental linkages and coordination.

- Direct injections of funding into agreed priority areas for response;
- Promotion of partnerships;
- Reinforcement of in-country coordination mechanisms;
- Localization of aid and support to frontline response;
- Delivering on important OCHA Grand Bargain commitments, inter alia harmonized reporting, reduction of management costs, and transparency;
- Maximized value, flexibility and reach of un-earmarked humanitarian financing.

Sector Coordinators are requested to start encouraging local NGOs to apply and support them in the application process. Each sector should recommend only one to two sector priority, together with good evidence-based justifications. Sector Coordinators are requested to undertake inclusive consultations, especially with field-based coordination mechanisms at camps and urban areas.

Cf. Please see attached Guidance for prioritization and timeframe for the first allocation process for 2018 as well as the revised Operational Manual for the JHF along with all the annexes.

2. Updates on the Information Management

Services Advisor

The taxonomy of the Services Advisor system has been requested from the sectors and the IM unit is gradually receiving the respective updated taxonomies from the sector, with follow up by the Sector Associates. This exercise is in light of the next steps of the Services Advisor deployment: the availability of the system to Refugees. The discussions lead further to the question whether the taxonomy could be divided into two distinct categories: one for the partners providing the services and one more comprehensible by the refugees, as it has been mentioned during the consultations of refugees about the system.

Location level discussion of the implementation of the 3RP projects

The IM unit initiated the discussion of the level to which the 3RP projects would be recorded in the ActivityInfo Monitoring database: Governorate level vs District/Sub-District level.

During the ActivityInfo Monitoring training, both location level have been mentioned as important by partners and the sectors are encouraged to continue the discussion further at their meeting in order to inform which would be the preferred way of reporting: either at Governorate level or at lower levels of District or Sub-District, as it is happening now.

3. Updates on the Jordan Response Plan and Inter-Agency Appeal

In mid-January 2018, the Inter-Agency Coordination Unit initiated a brainstorming and documenting lessons learnt during the JRP/3RP planning period running between August–December 2017. The Sector Coordinators were invited to contribute to the document in:

- (i) CVA and Sector Response Strategy;
- (ii) Project Summary Sheets;
- (iii) Inter-Agency Appeal Process;
- (iv) Coordination between stakeholders, in terms of:
 - what worked well
 - what did not work well and
 - what are the recommendations

4. 2017 fourth quarter Financial Tracking (FTS)

The Financial Tracking System (FTS) report for the fourth quarter 2017 has been drafted. In 2017, the Refugee component is reportedly funded by 76% (comparatively to 94% in 2016). In 2017, the critical decrease of funds is observed in Health, Shelter, WASH and Education sectors.

The Resilience component was funded 23% only (started financial tracking in 2017).

The sector specific FTS reports will be shared with the sector coordinators for their review and approval, and then uploaded at the portal.

The sector are encouraged to utilize the data collected through FTS for the sector analysis, monitoring and further planning.

5. 2017 fourth quarter Sector Analytical Reports

The sectors' 2017 fourth quarter analytical reports are drafted by most of the sectors, and are now under approval of the sector coordinators. The sectors are strongly advised to utilize the data collected through the available information management tools (ActivityInfo, progress reports, FTS, etc.) not only to present facts on the quarterly / end of year achievements, challenges and ways forward, but also to analyze the impact of the sector interventions.

6. Preparation for the 3RP Annual Report

The guidance for the Annual Report is not yet available because we are trying to find out from Brussels meeting (in late April) what it will be required in terms of reporting, so that if we need country inputs for any Brussels-related material, we would streamline that at the Annual Report to avoid several and multiple requests at the same time.

In terms of timing, the aim would be to have the Annual Report ready by late March or early April. In terms of data, we would use December dashboard/funding data as usual. Then, likely some sector/country narratives, but like we are waiting to finalize the discussions on Brussels as soon as possible we will share proper consolidated guidance.

7. AOB

8. Action points

ACTION POINTS	RESPONSIBLE	TIMEFRAME
Send the "JHF Operation Manual" to the sector coordinators	Snr. Inter-Sector Coordinator	When received from OCHA
Send JHF evaluation reports for 2017 projects implementation, to be further shared with the sector coordinators	OCHA Snr. Inter-Sector Coordinator	asap
Send comments of the "lessons Learnt from JRP / 3RP planning process in 2017"	Sector Coordinators	18 February
Discuss which geographical level or reporting is more applicable for the sector (district, or governorate)	Sector Coordinators	28 February
Revise targets in the ActivityInfo	Sector Coordinators, Coordination Associates	15 February

9. Participants list

Participant Name	Sector	E-mail
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The next ISWG meeting will be held on Sunday 4 March 2018 at 2 pm in UNHCR EMOPS room.