Moldova: Information Management Working Group

Meeting Notes

Meeting Start Time: 10/20/2022, 10:00 AM
Location: Microsoft Teams (online).
Chaired by UNHCR and REACH Initiative

Present:

Name	Email
James WHITAKER	james.whitaker@reach-initiative.org
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Agenda:

1. Presentation of Virtual Humanitarian Aid Platform (VHAP) by ACTED
2. RRP 2023 project submission guidance
3. Template for input to the assessment strategy planning 2023
4. Preliminary strategy document to start interagency effort of mapping of informal collective sites

1. Presentation of Virtual Humanitarian Aid Platform (VHAP) by ACTED

The VHAP was introduced and presented by Dustin ACHGILL, ACTED Programme Coordinator. Under UNHCR, ACTED has created a Virtual Humanitarian Assistance Platform, which can be used to centralize the information of all partners' NFI stock in Moldova. Please see the slides below for an outline, and the link for more details. Partners are highly encouraged to engage to forward this request to relevant logistics personnel who should contact Clara and Dustin to arrange a brief tutorial next week. A more complete picture of current NFI stocks will greatly improve the efficiency of preparation for winterization NFI support, will avoid duplication, will identify critical gaps, and address current issues that exist with linking needs to provision if seen as useful to collectively utilize VHAP's request/dispatch feature in the future.

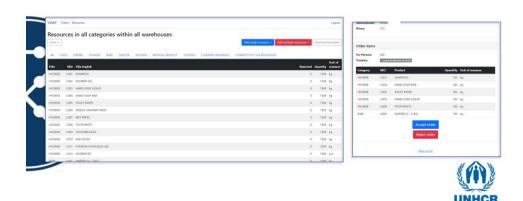[Click here for the extended presentation with further details.](#)

VHAP: What?

VHAP: Why?

With partners' stock uploaded to VHAP:
It will be possible at a glance to compare the total inventory against the expected needs already calculated for Moldova in order to identify gaps available for partners to fill.

＋ *While maintaining full autonomy of your stock, sharing it to the platform also gains you further visibility and reach through requests coming through the platform.*

VHAP: How?

Register @ www.VHAP.md ＋ **Upload** *(by item or in bulk)* ＝ **Done!**

Please reach out to Clara Chabaud and Dustin Achgill to arrange a brief tutorial and accompanying "How-to" guide:

Clara Chabaud: clara.chabaud@acted.org
Dustin Achgill (in CC): dustin.achgill@acted.org

VHAP: When?

Given the utility of identifying winter contingency in particular, having your inventory uploaded by **Oct 28th** would allow for a **factsheet** to be produced and shared with partners in the first week of November, **mapping gaps between the expected needs and current stock**.

VHAP: Comments & Questions

Thank you for your time

If you have any questions, please contact
clara.chabaud@acted.org with dustin.achgill@acted.org in CC.

Dustin: Regarding the question about local NGOs being allowed to add their own virtual warehouses to the platform – this is possible, and if so they (and any INGO as well) would be highly encouraged to likewise participate in the ATWG to ensure comprehensive coordination of NFI distribution in the country, as the tool is just one part of that process.

2. RRP 2023 Project Submission Guidance

REFUGEE COORDINATION FORUM |MOLDOVA

RRP 2023
Project submission

Regional Refugee Response Plan
For the Ukraine Situation

REFUGEE COORDINATION FORUM |MOLDOVA

RRP 2023
Project submission

Regional Refugee Response Plan
For the Ukraine Situation

Project submission template

Two parts:
- General Project information
- Detailed activity submission

General project information

- Organization name;
- If "other", please input the name;
- Type of organization;
- If "other", please input the type;
- Are you formally registered in Moldova?

- Focal point name;
- Focal point email;
- Focal point position;
- Other contact details;
- General project description(You can prepare this section in word and paste in the template)

Detailed activity submission

Who:

Organization	Please select your organization from a dropdown list. In case your organization is not in the list, in the end, there is an option to select "other".
Other organization	The cell is locked for editing until selected "other" for organization field in the previous column. If selected "other" for previous question, the cell fill will change from black to white.
Mode of implementation	Simple choice: direct implementation (including through contractors or through partners.
Implementing Partner(s)	Please indicate the partner organizations that will implement the project. If you are a partner organization, please do not submit activities that will be funded by another mandating agency.

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RRP 2023
Project submission

Regional Refugee Response Plan
For the Ukraine Situation

Detailed activity submission

What:

Sector	Please select a sector of the intervention from the dropdown list. The sector are aligned with the working group structure in Moldova. One project
Activity	Please select activities within the selected sector. If you decided to change the sector, please erase your selection of activities, change the sector, and then select activity again.
Indicator	Please select the indicators within the selected activities. If you decided to change the activity, please erase the selected indicator, change the activity, and then select a different indicator.
Description (activity)	This is an open text field. Please feel free to add any details on the projects you plan to implement.
Modality	Please select if applicable. The modalities foreseen are cash, vouchers, and in-kind.
Value of Cash/voucher instalment	Indicate this only if the modality of the activity is cash or vouchers.

Activities and indicators under each sector are validated within sector-specific consultations.

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RRP 2023
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Regional Refugee Response Plan
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Detailed activity submission

Financial requirements:

Activity Cost (in US Dollars)	Please indicate the total direct cost of the activity per all the beneficiaries of the actitivity. If there is no possibility to split between the direct and indirect costs, please indicate both in this column and leave the next column blank.
Administrative Cost (in US Dollars)	Please indicate the total indirect cost linked to this activity (staffing, administrative fees, overheads, etc.). If there is no way to separate the administrative costs from the direct costs of the activity, please leave this column blank.
Funding Secured	This is optional. Please select "yes" or "no" from the dropdown list based on the status of your bilateral funding request process.

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RRP 2023
Project submission

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Detailed activity submission

Beneficiaries:

If activity targets people:
- Beneficiary Type: host population, refugees;
- Total beneficiaries targeted (**mandatory**);
- Age/gender disaggregations – if applicable;
- % of People with disabilities

If activity targets communities, objects, etc.:
- Other beneficiaries by type;
- Number of other beneficiaries

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Detailed activity submission

Where:

District	Please select raion (admin 1) from the dropdown list. If the activity takes place in various raions, please input them in the new line. Please note that there is no "countrywide" option. If you are uncertain of the split of beneficiaries, please select "Chisinau" as a technical workaround, there will be a possibility to adjust location during November 2022.
Addition location details	This an open text field. Here you can specify admin 2 levels if applicable or provide some comments related to the activity.

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**RRP 2023
Project submission**

Detailed activity submission

How to submit:

In order to submit the projects, please send the completed template to Moldova Refugee Coordination Forum mdachrcf@unhcr.org, keeping in copy Diego Nardi (nardid@unhcr.org), Catalina Sampaio (sampaioc@unhcr.org), and Yurii Arnautov (arnautov@unhcr.org). Please indicate the "**RRP2023 project - *Organization name* ...**" in the subject of the email.

Regional Refugee Response Plan
For the Ukraine Situation

Click here for the project submission templates, and PiN figures (projected PiN per sector per Raion also included).

3. Template for input to the assessment strategy planning 2023

In preparation for formulating the Assessment Strategy component of the 2023 Refugee Response Plan (RRP), partners are invited to contribute via this template, their inputs on the following points:

1. What are the main data needs you identify for the 2023 RRP?
2. What are the key data gaps and challenges that you faced during 2022 project implementation?
3. Planned assessment activities for the next year

Partners are encouraged not to be shy and to be comprehensive in their inputs on gaps and challenges faced in 2022.

Additionally, it is important to distinguish between assessments that your organization has already planned for next year and ideas for assessments that you think should be conducted next year.

Click here for the Narrative Template for Moldova Assessment Strategy.

The deadline for submissions is next Thursday, 27th October. The following week will be used to compile submissions into one assessment strategy for the 2023 RRP.

4. Preliminary strategy document to start interagency effort of mapping of informal collective sites

As a continuation of the conversation on informal collective sites in the previous IMWG, a preliminary strategy document was prepared and shared with participants via email. This document is to aid in shaping an interagency effort in the IMWG to contribute to the mapping of these sites. All partners are welcome to shape this strategy and adjust as they see fit, and are strongly encouraged to actively participate and commit resources to the related activities, in order for this information gap to be filled.

Click here for a link to the preliminary strategy document.

The first dedicated call will be arranged shortly and IMWG members will be invited.