UNHCR MENA Accountability to Affected People Toolkit Rollout Series Kick-off

Session I – Chapter II: Participation and Inclusion

UNHCR MENA REGIONAL BUREAU Tuesday 1 October 2024 12:30 - 14:30 pm Amman time







The agenda is as follows

- **1.** Welcome and Introductions
- 2. UNHCR MENA AAP Toolkit: Why, How, What, Rollout
- **3.** UNHCR MENA AAP Toolkit Chapter II: Participation and Inclusion
- 4. The MENA Digital Participatory Tool: MENA Regional Bureau
- 5. Field Testimonies: Egypt and Mauritania
- 6. Questions & Answers

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2. MENA AAP Toolkit: Why, How, What?







AAP Commitments and Policy Guidance

017 IASC Commitments on Accountability to Affected People and rotection from Sexual Exploitation and Abuse

The IASC Principals commit to:

IASC

Standing Committee

Demonstrate their commitment to Accountability to Affected Populations (AAP) and Protection from Sexual Exploitation and Abuse (PSEA) by enforcing, institutionalising and integrating AAP approaches in the Humanitarian Program Cycle and strategic planning processes, at country level and by establishing appropriate management systems to solicit, hear and act upon the voices and priorities of affected people in a coordinated manner, including for SEA, before, during and after an emergency.

Adopt agency mechanisms that feed into and support collective/coordinated people-centred approaches that enable women, girls, boys, men, including the most marginalised and at-risk people among affected communities, to participate in and play an active role in decisions that will impact their lives, well-being, dignity and protection. Adopt and sustain equitable partnerships with local actors to build upon their long-term relationships and trust with communities.

Adopt agency mechanisms that feed into and support collective and participatory approaches that inform and listen to communities, address feedback and lead to corrective action. Establish and support the implementation of appropriate mechanisms for reporting and handling of SEA-related compaints. Plan, design and manage protection and assistance programmes that are responsive to the diversity and excenses devise of affected communities.

Measure AAP and PSEA related results at the agency and collective level, including through standards such as the Core Humanitarian Standard and the Minimum Operating Standards on PSEA; the Best Practice Guide to establish Inter-Agency Community-Based Complaint Mechanisms (CBCM) and its accompanying Standard Operatine Procedures.

The IASC Principals agree to be held accountable for the progress on fulfilling these commitments.

Beckground: In 2011, the IASC principals agreed to five Commitments on Accountability to Affected Populations (CAAP) as part of parework for enargement with communities. The revised version was developed and endorsed by the IASC Principals on the 20° qM lovember 2017 for reflect essential developments such as the Core Humanitarian Standard (CRs), the was due by the IASC on Inter-Agency community based compating mechanisms including PSA and the importance of meaning/ui calaboration with local stakeholders, which came out as a priority recommendator for mite 2038 Variab Humanitarian Summation and in the Grand Bargain.







OPERATIONAL GUIDANCE ON ACCOUNTABILITY TO AFFECTED PEOPLE (AAP)

3.

2. COMMUNICATION & TRANSPARENCY

1.

UNHCR's Accountability to Affected People (AAP) is a commitment to the intentional and systematic inclusion of the expressed needs, concerns, capacities, and views of persons of concern in their diversity; and being answerable for our organisational decisions and staff actions, in all protection, assistance and solutions interventions and programmes.

September 2020





UNHCR Strategic Directions 2022-26







Regional Research on AAP 2021 Findings: Recommendations:

- Limited outreach and participation of diverse communities
- Different access to knowledge and good practices on AAP
- Limited contextualization of Global Guidance
- Competing priorities in emergency setting limits AAP implementation

- **Develop AAP Toolkit** to disseminate contextualized tools
- Support inclusive digital AAP
- Conduct learning initiatives to increase common AAP understanding
- Engage communities as partners through Grants and support to networks





AAP Framework Components

AAP implementation in UNHCR focuses on four key components:



How was the MENA AAP Toolkit developed?

- PROSPECTS Partnership funds
- 16 AAP Reference Group meetings
- Consultations with partners and community organizations
- 2 MENA AAP Summer Learning Series with 300 participants
- 1 MENA AAP Workshop
- 14 Grants for community and grassroot organizations





What can you find in the MENA AAP Toolkit?

6 Chapters

- I. Introduction
- II. Participation and Inclusion
- III. Communication and Transparency
- IV. Feedback and Response
- V. Organizational Learning and Adaption
- VI. Other resources

Chapters II-V: 26 Tools developed and tested in MENA between 2021-2023

54 Tools & resources

 Chapter VI- Tools & resources developed elsewhere and adapted in MENA







Chapters II and III







Chapters IV



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MENA Accountability to Affected People (AAP) Toolkit: Strengthening Inclusion and Accountability to Affected People





Chapters V and VI

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Rollout of the MENA AAP Toolkit

Septembe	er 🕻	October	(November	
Online Launch 24 September		4 Regional webinars for dissemination		Operational support: single and multi- country events	
	Evaluation an recommendat	-	Further disse and addition		
(December	· (2025		





Upcoming MENA AAP Toolkit Webinars

- **1 October** Participation & Inclusion
- **15 October -** Communication & Transparency
- **29 October -** Feedback & Response
- 6 November Organizational Learning & Adaptation





How to access the MENA AAP Toolkit

https://www.refworld.org/policy/opguidance/unhcr/2024/en/148027



Poll 1: Please choose the correct answer:

Participation equals to an annual consultation or assessment to inform programme planning.

La participation équivaut à une consultation ou évaluation annuelle pour éclairer la planification du programme.

المشاركة تعادل المشاورة أو التقييم السنوي وذلك للاسترشاد به في تخطيط البرامج







Poll 2: Please choose the correct :

Ensuring participation of community leaders at all steps of the programme cycle equals to participation and inclusion.

Assurer la participation des representant communautaires à toutes les étapes du cycle de programme équivaut à la participation et à l'inclusion.





Poll 3: Please choose the correct answer

Regular engagement and active leadership of community members of all ages, genders, and backgrounds through planning, implementation and evaluation is a requirement for effective and quality aid and development programming.

La participation régulière et le leadership actif des membres de la communauté de tous âges, genres et origines pendant la planification, la mise en œuvre et l'évaluation sont une condition préalable à une programmation efficace et de qualité pour l'aide et le développement.

يعد الانخراط المنتظم والقيادة النشطة لأفراد المجتمع المحلي من جميع الأعمار والأجناس والخلفيات في مراحل التخطيط والتنفيذ والتقييم متطلباً أساسيًا لتوفير مساعدة فعالة وذات جودة وكذلك لتطوير لبرامج.







3. MENA AAP Toolkit Chapter II: Participation and Inclusion

2.2 Participation and Inclusion Tools







3. MENA AAP Toolkit Chapter II: Participation and Inclusion

Women, men, girls, and boys of diverse backgrounds are able **to engage meaningfully** and are consulted on protection, assistance, and solutions.

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UNHCR MENA REGIONAL BUREAU Digital Participatory tool Guidance Note

Version 1: October 2022

UNHCR MENA Digital Participatory Tool Checklist

PLAN CYCLE

- Ensure enumerators are prepared: Are people involved in participatory interventions prepared to
 address any potential sensitive issues being raised? Are they aware of how to refer to individual service
 provision? Do they have the technical skills and tools to record findings and support learning and
 adaptation?
- Consult communities: Did you collect opinions, ideas, recommendations, and feedback through
 evidence-based methods from communities of all ages, genders, and diverse backgrounds?
- Analyze data with Communities: Have you discussed the analysis and findings with communities
 of different ages, genders, and backgrounds?
- Identify risks and mitigation strategies: Did you identify and consider risk mitigation actions in consultation with communities? Was the do not harm principle and possible safety and security risks for certain population groups considered?
- Allocate resources: Have you identified required resources for the implementation of participatory interventions?
- Multisectoral approach and coordination: Did you establish a multifunctional team, including Community members to collect and analyze findings? Are roles and responsibilities of different team members clear and have you ensured they have the necessary training for the assigned tasks?
- Impact of participatory interventions' findings: Did you submit validated findings of participatory interventions to management, programme and other sectors at the beginning of the planning phase?

GET CYCLE

- Monitor programme implementation: Have you involved community members in the ongoing monitoring of programme implementation? Did you collect their recommendations and proposals for course-correction and adaptations?
- Consult and communicate on progress: Have you consulted with and collected feedback from communities, partners, and local stakeholders during the implementation phase at regular intervals?
 Did you use preferred and trusted two-way communication channels?
- AGD approach: Have you involved women, girls, men, and boys with different needs and backgrounds?
- Have you collected their feedback in a structured manner with a set and regular timeframe?
- Ensure enumerators are prepared: Are people involved in participatory interventions prepared to address any potential sensitive issues being raised? Are they aware of how to refer to individual service provision? Do they have the technical skills and tools to record findings and support learning and adaptation?
- Assess and respond to programme risks: Have you assessed with communities if programmes reduce or increase protection risks? Which groups have been most affected and what corrective actions do communities and other stakeholders propose to improve results and impact?
- Monitor and assess accountability activities: Are adequate communication, feedback, and complaint mechanisms in place for the community? Can all people with different ages, genders, and backgrounds access these mechanisms? If not, what barriers prevent access to these mechanisms and strategies to overcome them?
- Agree on course-correction and adaptation: Did you elicit proposals and ideas from the community about the prioritization of actions for course-correction during implementation?
- Ensure multiple communication channels are set-up: Have you communicated findings from consultations and resulting adaptations in a way that is accessible and inclusive of community groups of all ages, genders, and backgrounds?

SHOW CYCLE



Participatory Approaches and Tools







MENA Digital Participatory Assessment Tool

Contribute	Improve	Enhance	Implemented
• to achieve the IASC AAP, and UNHCR AGD Policy's compliance requirements, diversify participatory methodologies, and respect context	 country and regional comparative analysis of participatory needs assessments across years, themes, population groups, partners 	 qualitative evidence- based programming through AGD and area-based approaches at country and regional level, and prevent overassessment 	 in 9 countries (Mauritania, Morocco, Tunisia, Algeria, Egypt, Syria, Iraq) + Cross-Border, Lebanon Interoperates with other participatory needs assessments
AGD Policy's compliance requirements, diversify participatory methodologies, and	of participatory needs assessments across years, themes, population	through AGD and area-based approaches at country and regional level, and prevent	Morocco, Tunisia Algeria, Egypt, S Iraq) + Cross-Bo Lebanon • Interoperates wi other participate





Participatory Interventions

- Community level discussion
- Focus Group Discussion (FGD)
- Household level discussion
- Home or targeted visits
- Individual level discussion
- Discussion with Key Informant(s)
- Field observation
- Semi Structured-FGD
- Other







MENA Digital Participatory Tool

- Corporate tools in UNHCR's cloud:
 - Data Collection KoBo online or offline
 - Analysis PowerBl
- Collect quantitative and qualitative data by using a standardized taxonomy
- Help to provide feedback to participants afterwards
- Adjusted to new operation management cycle framework:

1. Date of the dialogue					
yyy-mm-dd 🏾 🔊					
2. Reason for applying method					
 Plan for Results (for understanding and ana 	lyzing the rights, needs, risks, priori	ties and capacities)			
 Get Results (for implementing and monitori 	ng of the implementation of interve	entions)			
 Show Results (Assessing and Evaluating the 	impact and reporting)				
3. Type of the method	 3a. Modality 	 3a. Language 			
 Community level discussion 	 Face to Face 	 Arabic 			
 Focus Group Discussion (FGD) 	O Remote	O English			
 Household level discussion 		O French			
 Home or targeted visits 		O Other			
 Individual level discussion 					
 Discussion with Key Informant(s) 					
 Field observation 					
 Semi Structured-FGD 					
O Other					
4. Participant(s) belonging to:	 5. Operation setting 				
Asylum seekers	O Camp				
Local civil society members	 On the move 				
Local community leaders	O Others				
Diaspora members	O Peri-urban				
 Host community members 	O Rural				
DPs IDPs	 Settlement 				
IDP Returnees	 Temporary shelter 				
People in mixed movement	O Urban				
Refugees					
Refugee Returnees					
 Local service providers 					







How?



Each country has its own instance of Kobo and **PowerBl**

- The tool can be customized in countries to address needs and sensitivities
- Data is available to the Bureau for monitoring and regional level analysis:
 - Purpose
 - Method
 - Geographical location
 - AGD details
 - Topics covered
 - > Taxonomy





MENA Digital Participatory Tool

A. General Information

1. Date of the dialogue	*
yyyy-mm-dd	C
2. Reason for applying method	
Plan for Results (for understanding and analyzing the rights, needs, risks, priorities and capacities)	
Get Results (for implementing and monitoring of the implementation of interventions)	
Show Results (Assessing and Evaluating the impact and reporting)	







	ICR gee Agency	4 Countries	21 Dialog	-	891 ticipants	Ра	rticip	oatory	D i	ialogues in MENA
Operation Algeria Egypt Mauritania Morocco Purpose Get Results Plan for Results Show Results	Method Community level discus Focus Group Discussion Individual level discussi Semi Structured-FGD Modality Face to Face Remote	(F Host comm on Local servic	kers unity members e providers ixed movement	Nationality Afghanistan Algeria Benin Burkina Faso Burundi Cameroon Central African Chad Congo, Republi Côte d'Ivoire Egypt Egypt Stitues	ic of the	Age Group 10-14 15-17 18-24 25-59 60-79 80+ Mixed		Gender Bisexual Female Gay Gender mixe Intersex Language Amharic Arabic Arabiophone: Bambara	~	Diversity/Specific Needs Addiction At risk due to profile At risk do refoulement Child associated with armed forces or groups Child at risk Child at risk of not attending school Child parent Child spouse Child spouse Child-headed household Chronic illness Critical medical condition Detained/held in country of asylum



Dialogues by Year 2020 396 2021 136





Type of method

Topics	Forms	Participants
Community level discussion	21	363
Focus Group Discussion (FGD)	146	1371
Individual level discussion	18	18
Semi Structured-FGD	31	139
Total	216	1891

Operation setting Urban On the move Rural Peri-urban

3 (1.39%)









•••	Durable Solutions
	Resettlement 29
	Local Integration 27
	Perception on durable solutions 27
	Housing, land and property 24
	Complementary pathways 8
	Reintegration 6
	Family reunification 5
	Private sponsorships 4
	Acquisition / confirmation of nationality 3
	Other 2
	Repatriation 2

Participant satisfaction



Overall discussion



How to use the KoBo Systematization Form

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Participation and Inclusion Tools in MENA

Country Operation - Egypt

Judith Chan, Community-Based Protection (CBP) Officer Rana Ibrahim, Assistant CBP Officer Ghaith Jawish, CBP Assistant UNHCR Cairo, Egypt





Participatory Tools- Egypt Experience

Challenges

Unharmonized information collection & consolidation done manually

Objectives

To strengthen participation & inclusion of forcibly displaced & stateless persons through systematic participatory methods across the programme cycle

Implementation

Kobo form & Power BI were utilized consistently for all community dialogues since 1 Jan 2024

Tool shared thru orientation sessions at CBP SWG, technical units & partners but mainly used by UNHCR CBP.







Analysis

- From January to September 2024 a total 152 dialogues & 1530 individuals were consulted across different nationalities, locations, age groups & diversity characteristics.
- Limited data on youth 18-25 years, Yemenis, Somalis, persons with disabilities & older persons
- Power Bi used analyze large qualitative & quantitative data set
- Overall improved accountability & transparency of the operation to refugees

Type of method

Topics	Forms	Participants
Community level discussion	43	840
Discussion with Key Informant(s)	4	73
Field observation	25	388
Focus Group Discussion (FGD)	12	129
Total	152	1530







Key outcomes and how it solved the problem

- Innovating Communication Access Tool kit to improve with persons with communication disabilities, languages barriers
- Piloting Online Registration Appointment
 Tool for Sudanese
- Multi-Purpose Community Centers

Next steps

- Explore how tool can be linked to monitoring social tensions
- Refresher sessions planned for CBP SWG & mandatory use of tool for 2025 partners









EMPOWERING WOMEN COMMUNITY LEADERS TO EXPAND PARTICIPATION AND ACCESS TO EMERGENCY ASSISTANCE AND BASIC SERVICES FOR REFUGEES AT HEIGHTENED PROTECTION RISK

Promising Practice in Mauritania

Context

• As of May 2024:

- $_{\odot}$ 138,339 registered refugees and asylum seekers in Mauritania
- o 118,678 refugees in Hodh Chargui; more than 80,000 Malian refugees out of camp awaiting registration
- o 107,468 refugees in Mbera Camp a record high; of which 13,330 arrivals in 2023 and 6,483 arrivals in 2024
- 83% registered women and children in Mbera camp; over 9,000 persons with specific protection needs



- Continuous deterioration of security conditions in Mali; Level I Emergency Declaration on February 1st
- Influx exacerbating the strain on services and natural resources in a region with high levels of multi-dimensional poverty (approx. 78%) and acutely vulnerable to climate-related shocks
- UNHCR oversees the camp management
- Solid refugee coordination structure, alongside dynamic volunteer groups in Mbera camp









Comité des Femmes Ressources : women-led community-based organization of 98 refugee women from diverse ethnic backgrounds	 Lack of financial resources and infrastructure; low income and literacy levels; cultural practices limiting women in decision-making positions
Assistance to refugees at heightened protection risk to access assistance and specialized services.	 Intersecting and multifaceted diversity factors cause multiple discrimination, exclusion and marginalization Difficult to reach due to the size and deserting environment of the camp
Middle East and North Africa (MENA) Regional Bureau	 flexible funding tool (since 2021); \$4,000 max; online application; assessment and endorsement by MENA AAP Reference Group; easing formal requirements In this case: office, equipment (laptop, megaphones, visibility material), solar panels, technical support, capacity development

Overview of the Practice

Objectives

Foster access to basic services available in Mbera Camp (education, health, registration) for persons at heightened protection risk by strengthening the protection and outreach capacity of Femmes Ressources to identify, support and refer cases.

Promote the effective participation of populations at heightened risk of discrimination and exclusion in community representation structures and camp coordination mechanisms, through improved consultation and feedback mechanisms.

Enhance the **self-reliance of Femmes Ressources** by providing financial and technical support to improve operating conditions, as well as to strengthen visibility and collaboration with UNHCR and other humanitarian actors.







- 250 persons facing heightened protection risks individually identified through door to door and awareness raising sessions; referrals to UNHCR for case management and assistance; facilitation of access to basic services for the most vulnerable among them
- From grass-root to structured, reliable and sustainable women RLO responding to the needs of individuals facing protection needs and participating to the humanitarian response (AGD approach)
- > Sustainability through UNHCR MENA AAP Grant : activities beyond the implementation period
- Capacity-sharing on project planning; building engagement in future fundraising opportunities with other donors
- > Incited other **stakeholders' partnerships**: Social Registry, CICR, RET, AGT Foundation (cooltainer)
- > Women's rights and participation in the Camp Coordination Committee consolidated; positive model

Achievements

Lessons Learned

Enabling factors

- **Preexisting community leadership** and respect already established
- Big number of existing members ensuring the project could reach the entire camp
- Favorable male leaders' perception and national policy on women participation and inclusion of vulnerable people in social protection
- Small scale investment, long-term impact

- Volunteer-based with few members facing challenges to meet basic needs; unpredictable availability
- Women typically responsible for household duties and childcare; obstacles to engage in out of house activities
- Persons at heightened protection risk
 underrepresented in decision-making organs
- Low literacy and proficiency in French level of women
- Extreme heat and lack of shade



Constraints





Analysis of power, gender and intersectional factors within the community; build on strengths, work in weaknesses without destabilizing community dynamics

Invest in **digital literacy** and access to electronic devices and internet



Support existing communitybased structures Continued capacity development and resource identification after the implementation period

Identify community structures working on **priority areas** mapped by UNHCR Promote community structures as entry points for access to basic services and livelihoods

Tips for Replication







Evaluation survey

MENA AAP Toolkit Rollout Session1, 1 Oct 2024 -**Evaluation Survey**







For more information:

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