

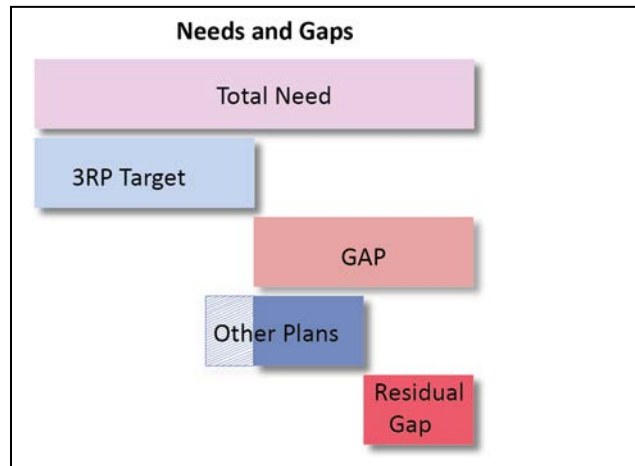
GUIDANCE NOTE 3

Defining the Population in Need (PIN), Targeting and Gap Analysis

Background

The planning process should state the Population in Need (PIN), the targeted population, and the remaining gap of PIN not targeted. There should be one overall PIN at the country level, and a PIN for each sector. Where possible the PIN can be further broken down by sector objectives. As the country chapters are developed the inter-sector and sectors should analyze data, including quantifying the needs of groups with specific needs.

3RP partners should collectively analyze data/ information, including data on depth of need, to reach a shared understanding of who are the population(s) in need of support under the *refugee* and *resilience* pillars. The figure for the PIN should be broken down at both the country and sector levels by the target population groups, including refugees living in the community, refugees living in camps, members of impacted communities and any other relevant target group in the country.



Once the country and sector PINs have been defined, each sector should define their target(s), based on their data, needs assessments, capacity, and the expected response from partners under other complementary plans such as the national plans in Jordan and Lebanon. The definition of the PIN and sector targets will allow analysis of the gap of population not targeted either under the 3RP, National Plans or through other actors.

Purpose

The common agreement on a Population in Need promotes a shared understanding of the impact and evolution of a crisis within the 3RP partners in country, and informs strategic response planning. This ensures that credible evidence and a joint analysis of needs underpins an effective and targeted response. Where possible, the PIN and targets should be expressed by targeted population group to allow for the clear tracking of the evolution of the response over the planning cycle.

Country Chapter: Context and Needs, Vulnerabilities and Capacities sections

The **Context** and the **Needs, Vulnerabilities and Capacities** sections describe the overall dimensions of the refugee and resilience situation including the key issues which are considered the most pressing by common

agreement. They are based on existing information (secondary data) derived from multi-sector and sectoral assessments, monitoring data, survey results, and contextual judgment by 3RP actors and of local sources such as government, community bodies and representatives from impacted communities. The needs, vulnerabilities and capacities overview is informed by shared and collated data and the development of a joint needs analysis.

However, it is recognized that not all countries, or all sectors, have a complete dataset to conduct a needs, vulnerabilities and capacities analysis. Where this is the case, this section should briefly state the limitations in the data available; assumptions made; and plans to fill in the data gaps under the 3RP.

Population in Need - Country Level

Each country should provide a table with the overall Population in Need, by population group identified at the country level. Depending on the country this may include:

- Refugees (those living in camps and those living in communities)
- Members of Impacted Communities
- Other Groups

The groups of Population in Need should reflect the population groups to be addressed through your country chapter of the 3RP. You can provide background on these population groups in the **Context** section of the Country Chapter Format, to justify why you are addressing these groups. If there is an overarching vulnerability framework that should be explained in the needs and vulnerabilities section of the country chapter, as a lead in to the sector sections.

Sector PIN: Needs and Priorities

The sector Population in Need table should provide a quantitative summary of **Needs** broken down by population groups, and where possible disaggregated by age/gender/disability. The sector need should not be greater than the overall population in need identified in the country chapter, and should provide analysis of the need for the sector in that country. At the sector level, the PIN can either be broken down by intervention type, i.e. i) Water; ii) Sanitation; and iii) Hygiene, or can be given as the 'High Water Mark' for the sector where the intervention with the highest number of people in need in that sector can provide the sectoral need.

The table should also provide a quantitative summary of the **Targeted** population against each of the PIN groups. The table provides the quantitative needs, while the narrative in the **Needs and Priorities** section provides the rationale for targeting based on agreed criteria which should include analysis of depth of needs and capacities.

Targeting

The **Needs and Priorities** section provides an analysis of overall needs in the sector, with the needs in a sense being the key issues that the strategic response plan addresses. This section summarizes the boundaries or scope of the response. The quantitative table will be complimented by the narrative in the Needs and Priorities section.

However, as all the needs in a country usually cannot be covered, it is important to set the limits of the response — which can be geographic, demographic, sectoral, temporal, or other measures of depth of need — to draw the line between what the response must achieve (which forms the objectives of the strategy) and what is secondary. While the strategic response plan goes beyond the top-priority actions, it must clearly signal them, so that donors and implementers can focus on them first. This section is your opportunity to explain the principles, decisions and criteria behind the specific prioritization — what is the connection between the prioritization of needs and the prioritization of actions.

Some of the principles behind prioritization and targeting should include: i) Description of the criteria for targetting in the sector; ii) Existing capacity, with license to assume a reasonable scale-up if all requested resources are obtained; and iii) Needs planned to be addressed by other actors outside of the plan (Governments, Bretton Woods, Islamic Organizations) can be referenced here, (see '*Need: The Residual Gap*' sub-section).

Need: The Residual Gap

The 3RP partners will not respond to all needs highlighted in the Needs Analysis section for a wide range of reasons, including that a proportion of needs will be addressed by government, and that there may be inadequate capacity in the country to address all needs. When defining the target population each sector should take into account who will respond to the overall Population in Need, including reference to complementary planning processes, such as the Stabilization Plan in Lebanon, and the National Resilience Plan or the JRP in Jordan. Where information is available, the sector should refer to any other actors who are providing a response to the refugee or resilience needs in the country, who are not part of either the 3RP or the National Plan. These *other actors* may include Islamic Charities and/ or private donors, who make up a significant proportion of the response in some sectors, but are not accounted for in the planning processes. By accounting for the planned response under the 3RP and national plans, with other actors not under those plans, the 3RP should provide estimates of who in the Population in Need will and may not be responded to by the end of the year under existing plans. This is demonstrated in the graphic whereby following the response from refugee, resilience, national partners, and other actors there is a residual gap of population in need whose needs are remain unmet.

Key findings from the needs and priorities section inform the response strategy section. They help define the objectives, and outputs, and articulate the links between the refugee and resilience pillars, determine activities, influence choice of indicators, and coordinate project planning.