

## Cash Working Group Meeting Athens, Greece

<b>Date:</b>	28 July 2016
<b>Participants:</b>	SP, Mercy Corps, Solidarites International, IFRC, HRC, IRC, UNHCR, CRS
<b>Co-Chair:</b>	Rami Beirkdar CRS, Carla Lacerda UNHCR
<b>Agenda:</b>	<ol style="list-style-type: none"> <li>1. Endorsement of the previous meeting minutes and summary review of action points</li> <li>2. General updates (Food task force, Government and CASHCAP/CaLP)</li> <li>3. UNHCR Relocation presentation</li> <li>4. Cash Beneficiary Database (PROGRES v4, IRC)</li> <li>5. Cash and Unaccompanied Children</li> <li>6. Cash and Single Men</li> <li>7. Winter MEB</li> <li>8. Interagency Multi-purpose cash SOP</li> </ol>
<b>Summary review of Action Points:</b>	<ul style="list-style-type: none"> <li>○ <b>Issue:</b> A cash folder to be created and shared with members as a drop box, plus updating the UNHCR Portal (<a href="http://data.unhcr.org/mediterranean/country.php?id=83">http://data.unhcr.org/mediterranean/country.php?id=83</a>). Links to those will be sent at the end of every email CWG Co-Chairs send. <b>Action: A Cash Dropbox folder exists but needs updating. All documents will be uploaded on the Portal and Portal will be the main point of information. If agencies feel the need for a Dropbox for working purposes we will review and share the link.</b></li> <li>○ <b>Issue:</b> CASH/ FOOD/ NFI/ SHELTER WGs will review their mailing lists and look for overlaps (and ensure one email is sent to those overlaps on sharing info such as from Inter-agency or Inter-Sector WG updates). <b>Action: PENDING. Food, Cash and Shelter/ NFI WGs have shared each other's mailing lists however they have not yet been reviewed.</b></li> <li>○ <b>Issue:</b> MEB – need to discuss it again for (1) review of food amounts, (2) possible incorporation of shelter assistance (in near future), (3) consider child/ infant feeding and (4) winter MEB amounts. FOOD AND NUTRITION/ HEALTH WG needs to review MEB. <b>Action: PENDING. (1) The Food Task Force needs assessment report is being shortly; the recommendations will lead to the revision of Food Basket which the Food WG will need to input. (2) Shelter assistance will need to be discussed with the Shelter WG within the coming weeks. (3) Infant/ child feeding considerations and recommendation have been incorporated in the Food Task Force needs assessment report, this should be included in the revised Food MEB. (4) Winter Task Force will be created. NFI/ Shelter WG in the meantime started compiling a list of winter items with equivalent monetized amounts.</b></li> <li>○ <b>Issue:</b> UNHCR legal colleagues have been requested for a meeting to discuss interpretations of the law on the remuneration of refugees (particularly pre-registered/ without a work permit). A confirmation date will be shared when they revert back to us/ CWG Co-Chairs. <b>Action: The meeting will take place between UNHCR Protection/ Legal colleagues, the Inter-Agency/ Sector MOMP focal point and CWG Co-Chairs on Friday 22 July 2016. Minutes and action points from that discussion will be shared.</b></li> <li>○ <b>Issue:</b> The meeting between Ministry of Labour, MOMP and Asylum Services on the issue of (a) allowing conditional cash programmes to be implemented (with limited durations, in certain locations etc) and (b) allowing right to work/ work permit between pre-registration and full registration phase, is still pending and being followed up by Alexandra Krause and the Inter-Sector Working Group. The latter would require an amendment of the law (which might take more time) but the former is a quick-win (which we should aim to get ASAP, without losing sight of the bigger ask as well). <b>Action: The Inter-Sector WG is supporting with the follow-up. The meeting on Friday 22 July (mentioned above) with MOMP focal point will follow-up on this action point.</b></li> <li>○ <b>Issue:</b> IRC and Save the Children tasked with the follow-up on completing the Conditional Cash One Pager <u>before</u> above meetings occur. <b>Action: CWG Co-Chairs have finalised this and shared with MOMP UNHCR Focal Point for comments, questions, clarifications and concerns.</b></li> <li>○ <b>Issue:</b> CARE tasked with completing the Cash Transfer Programmes Two-Pager by the end of next week. <b>Action: PENDING. Waiting for Tom/ CARE to share</b></li> <li>○ <b>Issue:</b> Agencies to submit their FINAL inputs on RISK MATRIX by no later than FRIDAY 15 JULY. Otherwise this will be considered endorsed. <b>Action: No inputs received. The Risk Matrix is being cleaned up and will be uploaded on the UNHCR Portal.</b></li> </ul>

	<ul style="list-style-type: none"> <li>○ <b>Issue:</b> MPG SOP being created and will be circulated by end of next week. <b>Action: PENDING. Other competing priorities got in the way. The SOP will be drafted in the coming weeks and circulated for comments.</b></li> <li>○ <b>Issue:</b> UNHCR's Request for Proposal of Financial Service Provider will be shared for comments to CWG members before end of next week. <b>Action: This is being finalised internally and will be shared next week. Publishing will happen either before or after.</b></li> </ul>																									
<b>Agenda item(s):</b>	<b>Discussions:</b>	<b>Action points:</b>																								
<b>1. Endorsement of meeting minutes</b>	<ul style="list-style-type: none"> <li>• Minutes from the previous CWG meeting were endorsed.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>None</b></li> </ul>																								
<b>2. General updates (Food task force, Government and CASHCAP/CaLP)</b>	<ul style="list-style-type: none"> <li>• Members requested to provide comments on the DRAFT Food Task Force/ Cel needs assessment report which was carried out in mid-July and has findings/ recommendations relevant to multi-purpose cash grants assistance.</li> <li>• A joint CashCap <a href="https://www.nrc.no/expert-deployment/what-we-do/cash-communication-note/">https://www.nrc.no/expert-deployment/what-we-do/cash-communication-note/</a> and CaLP <a href="http://www.cashlearning.org/">http://www.cashlearning.org/</a> visit is confirmed for 2-6 August. A CWG Meeting will be held on the 4 August to introduce and liaise with mission members on CWG and cash delivering agencies technical and capacity building support needs in Greece.</li> <li>• The of MPG (multi-purpose cash grants) MEB (minimum expenditure basket) document endorsed last month did not specify what to do about amounts in between individuals, family of 5 and family of 7. Different cash implementing agencies have since then been using two models without consulting the CWG for clarifications or clearance:</li> <li>• Model A: 4,676 PoCs (IRC + CRS) Agreed by CWG and endorsed by ISWG</li> <li>• Model B: 2,834 PoCs (Mercy Corps + under consideration by Oxfam)</li> </ul> <table border="1"> <thead> <tr> <th>Model/# of PoCs</th> <th>1</th> <th>2</th> <th>3</th> <th>4</th> <th>5</th> <th>6</th> <th>7</th> </tr> </thead> <tbody> <tr> <td><b>A (+90)</b></td> <td>90</td> <td>180</td> <td>290</td> <td>290</td> <td>290</td> <td>330</td> <td>330</td> </tr> <tr> <td><b>B (+50)</b></td> <td>90</td> <td>140</td> <td>190</td> <td>240</td> <td>290</td> <td>310</td> <td>330</td> </tr> </tbody> </table> <ul style="list-style-type: none"> <li>• Another possible model is Model C: 90(+50+50+50+50)/290(+20+20)/330(+? e.g. 10) which UNHCR will be pursuing for ECHO proposal purposes.</li> <li>• CWG Co-Chair proposed to look at which is the model covering the highest number of POCs.</li> <li>• All agencies have agreed to discuss and align to only one approach.</li> </ul>	Model/# of PoCs	1	2	3	4	5	6	7	<b>A (+90)</b>	90	180	290	290	290	330	330	<b>B (+50)</b>	90	140	190	240	290	310	330	<ul style="list-style-type: none"> <li>• <b>Invite CashCap/CaLP to next CWG meeting on 4 August</b></li> <li>• <b>CWG Co-chair to calculate which model is most prevalent and report back to agencies before the next CWG meeting on 4 August.</b></li> </ul>
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<b>3. UNHCR Relocation Presentation</b>	<ul style="list-style-type: none"> <li>• Relocation colleague from UNHCR presented on the program</li> <li>• Cash component of program (created before the CWG MEB was developed and endorsed):</li> </ul> <table border="1"> <thead> <tr> <th>Persons (#)</th> <th>1</th> <th>2</th> <th>3</th> <th>4</th> <th>5</th> <th>+5</th> </tr> </thead> <tbody> <tr> <td><b>Food (EUR)</b></td> <td>150</td> <td>250</td> <td>330</td> <td>390</td> <td>450</td> <td>Add 50 per person</td> </tr> </tbody> </table> <ul style="list-style-type: none"> <li>• Hygiene: 10 EUR for Females, 5 EUR for Males, 15 EUR for POCs with specific needs.</li> <li>• Transportation: Public transport monthly pass 30 EUR/adult/month.</li> </ul>	Persons (#)	1	2	3	4	5	+5	<b>Food (EUR)</b>	150	250	330	390	450	Add 50 per person	<ul style="list-style-type: none"> <li>• <b>CWG to follow-up on the harmonization with UNHCR Relocation programme (but first an agreement on the above model and proposed CWG MEB needs to be agreed).</b></li> </ul>										
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	<ul style="list-style-type: none"> <li>• These amounts were calculated by UNHCR and PRAKSIS, an CWG MEB was absent at the time.</li> <li>• Relocation team is in ongoing discussions to harmonized MEB amounts together with the CWG</li> <li>• UNHCR relocation programme will use the same MEB for MPGs once those MPGs are rolled out and once/ when MEB is revised. Those amounts will be harmonized and the same.</li> <li>• Distribution is through partners who deliver through paper vouchers/ POS cards (EdenRed).</li> <li>• Partners include PRAKSIS, Solidarity Now, ILAKTIDA among others.</li> <li>• Targeting includes: fully registered (full lodging) POCs, relocation eligible nationalities* and applicants to relocation, as well as vulnerable pre-registered individuals with physical or mental disabilities (whether they are relocation candidates/ eligible nationalities or not).</li> </ul>	<ul style="list-style-type: none"> <li>• <b>CWG to request support from CaLP/ CASHCAP/ Consultancy to revise the MEB for MPGs.</b></li> </ul>
<p><b>4. Cash Beneficiary and Assistance Tracking Database (PROGRES v4, IRC) – what registration document/ numbers to use?</b></p>	<ul style="list-style-type: none"> <li>• Agencies expressed difficulties with the unique identifiers in their individual cash tracking database systems (e.g. police note, pre-registration number, other ID provided by the government or asylum seeker card etc), namely due to lack of consistency and challenging numbers/ letters which have high potential for errors.</li> <li>• <b>An agreement among ALL agencies present was that multi-purpose cash grants will only be provided to pre-registered POCs. This will be incorporated in SOP. ONLY one-off or first month distributions of cash to non-pre-registered is accepted as the process is still ongoing.</b> Inform ISWG/ Pre-registration team as cash might create an incentive for more to pre-register.</li> <li>• A UNHCR PROGRES v4 (a registration database which will serve as a repository of the pre-registration data from the government and which has an assistance module) mission from HQ visited Greece last week and reviewed the possibilities to implement and set-up this database. A CWG meeting on cash tracking databases was held in order for the developers to understand the operational cash needs and existing database systems implemented in UNHCR by other agencies. It was also useful to share with other CWG agencies what PROGRES v4 can do (using Microsoft CRM) and how the data from assistance tracking modules can be accessed by other agencies (data sharing agreements with UNHCR need to be shared) to avoid duplications and ensure coordination as well as real-time reporting of distributions. An external version of the report and presentation used at the CWG meeting will be aimed to be shared. This database will allow tracking, exporting data to financial service provider and referrals b/w agencies.</li> <li>• In the meantime, IRC is interested, have looked into, have funding resources and are ready to implement a system that can check duplicate distribution plans by different agencies. This system does not link to any registration database but flags to agencies what locations and beneficiaries are already being assisted with cash (attached is a presentation). IRC needs a confirmation email from CWG agencies to Co-Chairs copying IRC expressing this is something required and needed by the CWG.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>UNHCR to share presentation and any outcomes from the PROGRES v4 mission and cash assistance tracking module when/ if available.</b></li> <li>• <b>IRC to email CWG colleagues to confirm if they would use a duplicate checking system to be developed and used within 2 months (attached presentation with more details).</b></li> <li>• <b>Agencies will only distribute cash assistance to pre-registered POCs (one-off and first month cash distributions to non-pre-registered will be accepted on an EXCEPTIONAL basis until pre-registration is completed on 7 August). Include this in the SOP.</b></li> <li>• <b>Inform ISWG/ Pre-registration team as cash might create an incentive to pre-register.</b></li> </ul>

<p><b>5. Cash (restricted or unrestricted) to UA/SC (unaccompanied)</b></p>	<ul style="list-style-type: none"> <li>• The CP WG approached Co-Chairs in the previous week about this issue. Namely (1) stating there is a law in Greece that no cash or in-kind assistance can be provided directly to an UA/SC (this was later confirmed by MOMP/ protection lawyers to be INCORRECT), (2) the CP WG agencies are not harmonized about whether, even if the law permitted, cash should be given to minors and UA/SC (IRC says yes but UNHCR had concerns), (3) during a cash distribution near Attica two 17-year old UACS were not provided with cash cards and made their discontent widely known (excluding them is also a protection concern).</li> <li>• A discussion between Co-Chairs will be held but also the CP WG agreed to include this issue in their agenda for their next CP WG meeting on 10 August in UNHCR.</li> <li>• IRC cash focal point stated that it was illegal to distribute any assistance to under 18 and that for IRC this is also a protection risk. However this is not clear cut.</li> <li>• Solution is to get UASC out of these sites into proper accommodation that provide social services and close case management.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>CWG Co-Chairs to meet with MOMP and Protection colleagues to clarify legality.</b></li> <li>• <b>CP WG to have a cash agenda item in the agenda of their next meeting on August 10.</b></li> </ul>
<p><b>6. Cash and Single Men</b></p>	<ul style="list-style-type: none"> <li>• Most sites are still open and have no access control as well as no tracking of who lives in each camp. This presents a challenge to agencies distributing cash assistance in only certain sites.</li> <li>• Agencies do not know whether those individuals are residing in the camp or who might be coming in purely to benefit from cash programmes. This is a challenge not only for single men but in general for families and other individuals as well.</li> <li>• When single men are living together, IRC chose to distribute 1 cash card for a group of them (e.g. 5) without consulting with other Cash Working Group members.</li> <li>• This has created a problem to other agencies who are providing individual cards to single men and a lot of confusion to both site managers and beneficiaries of cash assistance, as foreseen in the MEB document in terms of pull/ push factors.</li> <li>• Other agencies have not faced this issue and have distributed cash cards to individual single men and followed the MEB documentation/ approach of individual amounts.</li> <li>• Such decisions cannot be taken by an agency on their own without consulting other CWG members and at least co-chairs to come up with a suitable/ harmonized approach.</li> <li>• Communications need to be made if targeting is being done (although CWG has agreed to blanket coverage of full geographical locations in the country).</li> <li>• Flows of individuals in and out of camps to be raised with SMS and Protection WGs.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>CWG recommends to distribute cards to individual men (and to cluster several men together under 1). IRC to harmonize on this ASAP.</b></li> <li>• <b>Agencies to approach CWG Co-Chairs prior to taking decisions that will implicate on the harmonization, cash distribution of other agencies and the reputation of CWG as well as the acceptance of government on cash transfers.</b></li> <li>• <b>Raise the issue of flows in and out of camps with SMS and Protection WGs.</b></li> </ul>
<p><b>7. Winter MEB</b></p>	<ul style="list-style-type: none"> <li>• NFI/ Shelter WG Chair/ Co-Chair shared with the WG members a document with all the previous winterization assistance package and some rough monetized amounts/ estimates.</li> <li>• CWG to review this and in liaison with Food/ NFI/ Shelter WG discuss winter cash MEB top-up and define a standardized package. ECHO proposals will need to have harmonized amounts.</li> <li>• A Winter Task Force needs to be created to identify which items to monetize and which to keep in-kind if any. Come up with strategy one-off or recurring 2-4 months top-ups to the ongoing scaling up of MPGs. Recommend solution/ ways forward/ MEB to ISWG.</li> <li>• CWG will take it from there once ISWG agrees to monetize winterization.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Agencies to provide NFI/ Shelter WG with previously distributed packages and estimated costs in the local markets.</b></li> </ul>

	<ul style="list-style-type: none"> <li>• WGs to follow SPHERE standards for winter. Food for e.g. from 2,100 kcal to 2,400 kcal.</li> <li>• Consider food increase and potential rental amounts for people living in tented sites for e.g.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Cash and NFI/ Shelter WG to draft a winter cash MEB and decide which items should not be monetized.</b></li> <li>• <b>Agencies to harmonize on amounts for winter, particularly in view of ECHO proposal.</b></li> <li>• <b>An Inter-Agency/ Inter-Sector Winter Task Force to be created.</b></li> </ul>
<p><b>8. Interagency Multi-purpose cash SOP</b></p>	<ul style="list-style-type: none"> <li>• Draft Standard global SOP shared a few weeks ago.</li> <li>• This will need to be tailored to Greek context and require inputs from all agencies, sector WGs and the relevant government line ministries. Agencies if possible to share their internal SOPs.</li> <li>• Not discussed, will be drafted and discussed either at the next meeting or the one after that.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>An inter-agency MPG SOP to be drafted in the coming 2-3 weeks. Agencies to share their internal SOPs to Co-Chairs if possible to contribute to tailoring global standards to Greek context.</b></li> </ul>
<p><b>Date of next meeting:</b> Thursday, 4th August, 3-5 PM  <b>Location:</b> Contact co-chairs if your agency wishes to host next meeting!</p>		