

MEETING MINUTES



LOCATION: Kyiv (via Microsoft Teams)

DATE: July 29th, 2021

CHAIR: Charles Hopkins, FSL Cluster Coordinator

- AGENDA:**
1. Self-introduction
 2. Review of the previous minutes and action points
 3. Monthly partners' update
 4. FSLC monthly update
 5. Presentation - Costing of an HRP: a brief introduction – by OCHA
 6. Quarter 2 (2021) update - FSLC partners' actuals vs. plan and partners' operational presence

1. Self-introduction

25 participants representing 17 institutions attended the FSLC monthly meeting. The institutions include NGOs, government, international organizations including UN agencies.

2. Action points from the previous meeting

- FSLC webinar session – interested partners registered and participated.
- In case of questions related to the meeting minutes partners are encouraged to reach out to the cluster.

3. Monthly partners' update

- **ASB.** ASB food security project lasted for 24 months, beginning June 2019 till June 2021, and it assisted 9,951 beneficiaries with cash for food. According to the post-distribution monitoring (PDM) data, the beneficiaries received eight months of assistance, which improved their food consumption score (FSC) to 79% against the target of 75%. Currently, ASB is conducting beneficiary selection in the 20 km zone in Donetsk and Luhanska oblasts GCA for the multi-purpose cash assistance project. The registration from the Ministry of Social Policy of Ukraine is already, thus cash assistance would not be taxable to beneficiaries. The project is funded by the German Ministry of Foreign Affairs.
- **NRC** is at the preparation stage of beneficiaries registration for cash for food component during the winter period. NRC will reach out to the FSLC to coordinate on location of beneficiaries to avoid duplication with other humanitarian actors. 2,900 individuals will receive cash for food assistance for three months in one cash transfer through Oshchadbank or Ukrposhta.
- **AirLight.** The NGO represents the interests of people affected with disabilities. In the early stages, the NGO was focused on elaborating policies to protect people wounded in the conflict. The key area of assistance is providing legal support to receive a disability certificate. AirLight has a database of injured people with disabilities that currently amounts to 1500 individuals, including children.
- **FAO** presented the newly launched web platform for advisory services. The target audience are farmers and small and micro agricultural entrepreneurs. The platform aims to reduce the information gap. The platform is available at <https://doradnyk.org.ua/ua/>. "Doradnyk" website will provide quality advisory services to farmers, particularly to those from Donetsk, Luhansk, and Zaporizhzhia oblasts.
- **Zaporizhzhia charitable fund "Unity for the future."** Since the beginning of the conflict, Zaporizhzhia Charitable Fund has been providing humanitarian assistance for the vulnerable population in Eastern Conflict Areas (ECA), mainly providing small grants for winterization.

4. FSLC Monthly Update

Webinar on FSLC IM Toolkit

- The FSLC conducted an informational session on IM tools with a specific focus on the 5W tool. Twenty-eight persons from seventeen partners attended the information session.
- The session's objective was to familiarize the IM focal points of the partners on FSLC Information Management (IM) tools, data management, and products.
- The agenda included:
 - Refresher training on 5 W process. Overview of the 2021 FSLC Activity matrix, revision of 5W tool, partners' experience in filling in 5W report
 - Overview of IM products that are based on the 5W matrix. How are Information Management (IM) products generated, including operational presence maps.
 - 2022 HNO/HRP process. Partners contribution with information

DRC Diaspora Programme

- The FSLC attended Diaspora Emergency Action and Coordination (Demac) Workshop.
- The objective of the event was to enhanced knowledge, increase awareness and improve coordination and to discuss the findings from the DEMAC Case Study. Twenty three Dispora Organizations (DOs) are in Ukraine – 15 are involve in food security and livelihood activities. The participants discussed the potential gaps, challenges, and synergies in coordinating with the humanitarian system.
- Main topics of the discussion and coordination platform were:
 - Integration of Diaspora Organizations into mainstream humanitarian coordination framework.
 - DEMAC to facilitate the coordination between diaspora groups and humanitarian platforms.
 - Create or establish a platform or a forum for communication online or offline where the two groups (DO and Humanitarian Actors) can learn more about each other's work and ways of working.
 - Recognize both the support DOs provide for communities and the ways they may not be suited to function the way INGOs do.
 - Enable better access to these funds, a convener body of sorts could help with information sharing, coordination, and application processes
 - Diaspora network can be useful in advocating and creating awareness of the humanitarian opportunities and challenges.
 - Diaspora participating in the humanitarian financial instrument.

FSL cluster priorities for the next 5 months

- As of July 2021, only USD 2.9 million received out of 21 million financial requirements in the 2021 HRP. Thus, 18.1 million HRP funding is still unmet. The FSLC defined as a priority requirement USD 9.1 million to cover most urgent needs in the remaining months of 2021.
- Food assistance. Access to food for the most vulnerable population in GCA and NGCA. Target 30,000 people including 17,000 from NGCA.
- Agriculture inputs. Improve access to food and income through own product. 15,000 people in GCA (agricultural inputs: livestock, poultry, animal feed and other inputs that are time critical).

Agriculture Technical Working Group (ATWG) meeting

- The first ATWG was conducted on July 1st, 2021.
- ToR revision was the key agenda point.
- Governance – FAO is a chair, co-chair will be identified; Secretariat will comprise of 1 or 2 representatives: from UN agency, the Ministry of Agriculture, (I)NGO
- Meetings - on a monthly basis, 1st Thursday of the month (1-week after FSL Cluster, 3 - 4 p.m.). The meeting frequency and length can be adjusted depending on the needs.
- Language of the meeting: English and Russian.

Action points:

- FSLC team – to share the post-webinar report with partners.

5. Presentation - Costing of an HRP: a brief introduction – by OCHA

OCHA presented key changes in costing methodology for 2022 HRP.

- The differences between project-based costing (that had been applied in Ukraine) and activity-based costing were presented.
- Strategic decision made (by the HCT) and communicated in early September 2020 to adopt unit/activity-based costing for the 2022 HRP that allow sufficient time to prepare.
- The number of people targeted will be defined based on humanitarian needs.

Action points:

- FSLC team – to share the presentation with partners.

6. Quarter 2 (2021) update - FSLC partners' actuals vs. plan and partners' operational presence

The results of the joint FSLC partners' efforts based on 5W reporting were presented.

- Cumulatively, since January 2021, partners collectively assisted 30,706 people affected, of which 23,157 were assisted with food and 7,549 with livelihood (both agricultural and non-agricultural).
- Ensure immediate access to food. The partners collectively reached 8,419 (or 16%) people in April – June out of 53,074 people targeted in 2021 HRP. The second quarter achievement is 57% lower than the first quarter of 2021, when 19,500 were assisted. 6 organisations contributed to the response in GCA side: ASB (52%), Emmanuel (22%), Caritas (16%), TGH (4%), Proliska (2%), AirLight (1%). Other partners operating in NGCA contributed 3% of the food assistance in the second quarter. Cash for food assistance accounts for 52%, followed by in-kind modality (41%) and vouchers (7%).
- Emergency agriculture assistance. In the second quarter of 2021, 1 FSLC partner provided agricultural assistance and supported 1,000 individuals and 411 households (that makes in 1,950 people, that is 11% achievement) out of 17,596 people targeted. It was the first distribution of emergency agriculture in 2021 by FSLC partners. PiN covered 100% of the people who were assisted in April–June 2021, providing agricultural equipment and support to backyard kitchen gardening – seeds and drip irrigation systems.

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- Restoring livelihoods. During April – June, FSLC partners assisted 860 people (or 9%) out of 10,014 people targeted in 2021 HRP. It is 82% lower than the first quarter of 2021 achievement - 4,743 people assisted. Cumulatively, 5,603 beneficiaries were assisted throughout January – June 2021, or 56% of people targeted. The contributors for the first quarter report are FAO (63% of all people assisted in Q2), followed by UNDP (25%), and DRC (12%).

Action point:

- The next Cluster meeting is tentatively scheduled **for August 26th, 2021**, beginning at 15:00.

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PARTICIPANT LIST

No	Names of attendees	Institution	Position	Contact
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No	Names of attendees	Institution	Position	Contact
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