

Meeting Minutes

Location: Four Season Hotel, Palmyra Venue, Damascus, Syria

Date: 20/01/2019

Agenda

1. 2019 HRP principles, scope and parameters-OCHA
2. Update on HRP timelines and OPS launch - OCHA
3. Update FSS HNO/HRO Process - WoS Coordinator
 - Project selection criteria-Sector coordinator
4. Partners' guidance on project submission
 - Offline Project template - OCHA
 - FSS Protect Risk Analysis - Sector Coordinator
 - Gender equality measures/checklists - IMO
5. Northeast Response Plan – WoS Coordinator
6. FAS Response Analysis (Maps) - IMO
7. AOB

Participants

Dorcas, Armadilla, GOPA – DERD, MSJM, Action Against Hunger, UNRWA, SARC, WFP, FAO, OCHA, TDH, Aga Khan Foundation, EU Delegation.

Chair: Joseph Oneka, Sector Co Coordinator

2019 HRP Principles, Scope and Parameters

- The overarching principles for 2019HRP be similar to 2018 and will focus on humanitarian and Do no harm principles.
- Draft HNO has been finalized with inputs from all the sector and available. It has been consulted with the Ministry of Agriculture and Agrarian Reform in a meeting on December 23, 2018.
- The number of People in Need remains similar to that of 2018(last year).
- 2019HRPP will focus purely on humanitarian needs.
- Compared to last year something new is the introduction of GAM tool.
- The HRP will focus on addressing protection, resilience and early recovery needs.
- There will be strict adherence to project section criteria and project will be expected to integrate accountability to the affected population.

Update on HRP Timelines and OPS Launch

- 2019 HRP will be launch on 1st March 2019 as per the new timeline implying a shorter and compact time to achieve it and the need to work together to this.
- OPS will open on 21-31st January 2019 to allow partners to upload their projects.

Update FSS HNO/HRP Process

Overview of Sector HNO/HRP development updates

- As per HPC requirements, sector needs were derived from 2019HNO which was based on household level assessments (CFSAM/FSA and FSAL) and secondary information including macro level analysis (2018 CFSAM). The sector estimates 6.5 million people as food insecure and 2.5 million people at risk of food insecurity. Thus, there will be significant need for food assistance.
- The key messages of HNO also include that 1.2 million tons of wheat was produced in 2017/2018 season as compared with pre-crisis average of 4.1 million tons. This implies a huge deficit in the availability of cereals, major staples for the majority of Syria.
- The analysis indicates huge needs for livelihood restoration and the sector is making a strong case to scale up agricultural related livelihood interventions in 2019 HRP.

Sector Objectives and Response Strategy

- The sector 2019 HRP strategy is composed of 4 strategic objectives:-
 - SO 1: Life-saving and life-sustaining food assistance
 - SO2: Agriculture and livelihoods support at household level for saving and sustaining lives
 - SO3: strengthening communities' productive capacity to restore and rehabilitate key community structures
 - SO4: Sector coordination across all hubs,
- The response strategy is as outline below:
 - 5 million people to be targeted under SO 1(out of which 1.5 million to be targeted livelihood and protection ration and 1 million to be targeted to ensure transition from food assistance to livelihood).
 - 5 million people to be targeted under SO2 (including 2.5 million from food insecure and 2.5million at risk of food insecurity groups).
- The sector will circulate guidelines for 2019HRP to all the partners on 21st January 2019 (as outlined below) to all partners to facilitate the project development.
 - Inter sector guidelines for project development
 - HPC project module guidance for partners
 - HPC project module user manual
 - Protection, Vulnerability and Prioritization of the most in need
 - Annex 1: Guidance on Protection Risk Assessment/Analysis for HRP 2019
 - Annex 2: Guidance on Resilience tagging for the 2019 HRP
 - Annex 3: Guidance on No Lost Generation for HRP 2019 planning
 - Guidance on Anonymization
 - OPS off line project template (only for reference as all projects should be filled and submitted online)
 - Sector guidelines for project development
 - Food Security Sector Guidance on vetting criteria
 - DRAFT Sector Humanitarian Needs Overview narrative
 - Dataset of People in Need and Severity by District
 - DRAFT Humanitarian Response Plan Food Security Sector Strategy and log frame
 - Protection Risk Analysis sample

- Gender and Age Marker guidance
 - Food Security Sector guidance for response package for food assistance (this is currently under review by a WoS task group)
 - Food Security Sector guidance for agriculture response package
- Additional clarifications were provided base on partners request for clarifications including on funding level acceptability, multisectoral project submission and project vetting criteria as out lined below.
 - Sector advised partners to keep the funding level to similar level or lower than 2018 as per the guidance provided by humanitarian leadership.
 - Sector also highlighted that last year the sector was funded to about 49% of appealed amount of US \$1.2billion.
 - Unfunded projects will be carefully vetted during 2019.
 - Project vetting committee review and provide feedback between 1-10th February 2019.
 - Multi sectoral projects are encouraged but in OPS submission it needs to be split as per sectors to show budget and target by sector.

Project Vetting Criteria

Inter Sector Criteria

- Have humanitarian objectives and be in line with humanitarian principles.
- Be based on needs assessment or evidenced-based if dedicated needs assessments are not available.
- Be in line with the HRP's overall strategic priorities and objectives; as well as with the relevant cluster response plan and related objectives and activities.
- Target the most vulnerable groups as identified in the HNO, in both the inter-sector and sector chapters.
- Target areas of high severity of needs as identified in the HNO (sector-specific severity areas complemented by inter-sector severity areas).
- Meet the relevant cluster response strategy, criteria, and standards (shared below).
- Planned activities should be realistically achievable within twelve months.
- Include a monitoring and evaluation mechanism/capacity, including targets in line with the sector framework, and commit to 4W reporting.
- Include a Protection Risk Analysis (including mitigating gender-based violence and preventing sexual exploitation and abuse), and a self-assessment against the three distinct markers: (a) the Gender with Age Marker (GAM), (b) the Resilience tagging, and (c) youth/adolescents percentage (No Lost Generation tagging).
- Reflect realistic targets and proportionate funding requirements.
- The project is submitted by a partner that participates to existing cluster coordination mechanisms.
- The project reflects funding trends (funding requested/ received in previous years) and the operational capacity of the partner.

Sector criteria

- Is the needs analysis provided?
- Is the project contributing to the sector specific objectives?
- Is the project contributing to sector activities with clear targets?
- Are the targets and indicators in line with the sector recommended ones?
- Is the budget necessary/sufficient for the proposed activities?
- Does proposing agency have sufficient (recorded) implementing capacity? (such as reference drawn from 4Ws matrix 2018 and funding status from FTS or directly updated by partners)
- Are the geographical areas sufficiently spelled out at sub district level (enhanced geographical fields)
- Is there any linkages with nutrition, NFI, WASH and other sectors?

- Is the partner an (active) member of the Sector/Cluster platforms (through regular 4Ws submission/participation in regular or ad hoc coordination meetings)?
- Is the project referring to the sector guidelines for 2018 response package and selection criteria?
- Is the project promoting linkages between food assistance and livelihoods in line with the sector Integration Strategy?
- Is the project reflecting a sufficient “resilience approach” to programming, indicated through the resilience marker?

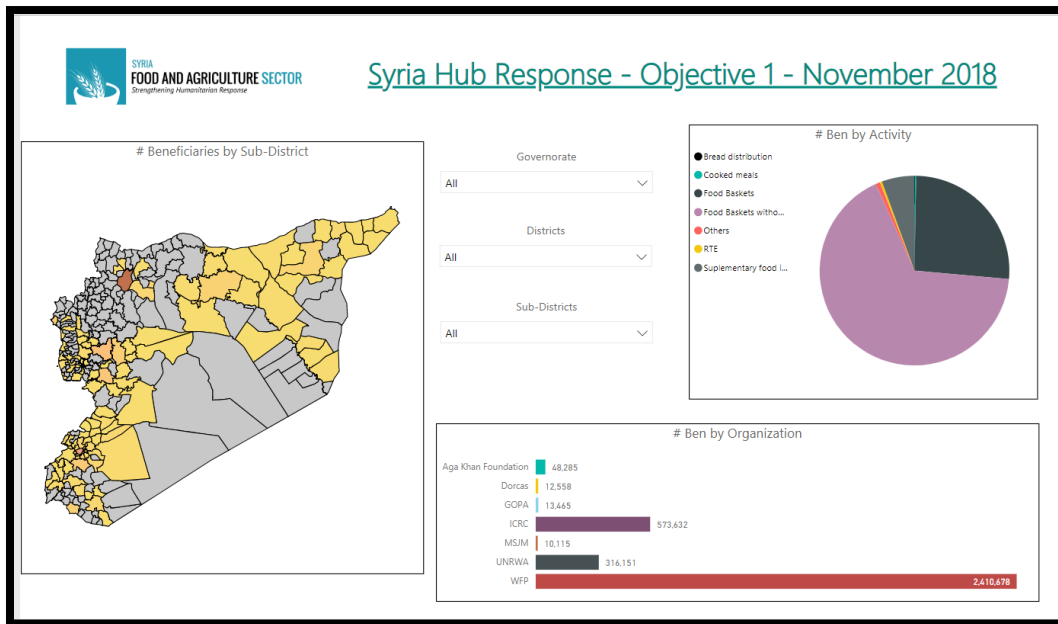
Partners’ Guidance on Project Submission

- Offline Project template: To be shared with partners among the guidelines.
- FSS Protect Risk Analysis: Sector made a presentation on sector specific PRA aligned with sector objectives as per the attached [\(Link\)](#)
- Gender equality measures/GBV Mitigation checklists: The section made a presentation on GEM measures/checklist as per [\(Link\)](#)

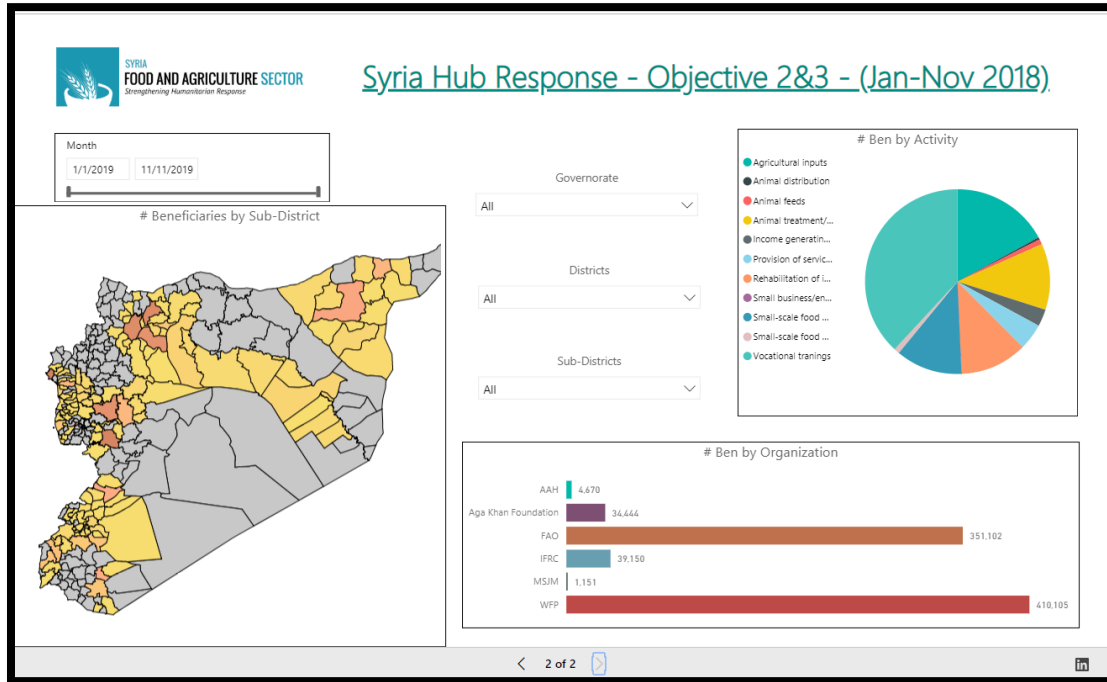
Northeast Response Plan

The sector highlighted that response plan for NES is currently being developed and this will be presented during the next sector meeting.

FAS Response analysis(Maps)



<https://app.powerbi.com/view?r=eyJrIjoiaNTFmY2M4YzgtZTI1Ny00M2FILWFmOGEtNDc3ODIzOTVIN2NmIiwidCI6ImY2ZjcwZjFiLTJhMmQtNGYzMC04NTJhLTY0YjhjZTBjMTlkNyIsImMiOiF9>



AOB

The sector requested to undertake Country Cluster Performance Monitoring (CCPM) which deadline was extended to the end of January 2019. The sector IMO's are available to guide in the process should there be need.