

SNFI Cluster Coordination meeting | Nov 2021

Meeting Minutes		SNFI Cluster Coordination Meeting	
Date and Time		25 Nov 2021, From 11:00 Hrs to 12:30hrs	
SN	Name	Organization	Email
1	Elsadig Haroun Adam	Concern Worldwide	Elsadig.Haroun@concern.net
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9	Elgozoli, Nahid	Save the Children	Nahid.Elgozoli@savethechildren.org
10	Asma Abdel Karim - UPO	United Peace Org	
11	Robert Vokes	Mercy Corps	rvokes@mercycorps.org
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26	Awadelsid, Ahmed	Save the Children	Ahmed.Awadelsid@savethechildren.org
27	Mohamed Ibrahim	Qatar Charity	
28	Manuel - ACTED (Guest)	ACTED	
29	Elkhider, Mohamed	Save the Children	mohamed.elkhider@savethechildren.org
30	Charlotte Costes		programmanager.sudan@trianglegh.org
31	Valeria Bacci	welthungerhilfe	Valeria.Bacci@welthungerhilfe.de

SNFI Cluster Coordination meeting | Nov 2021

32	Mohamed Seyam	Shelter Cluster/UNHCR	seyam@unhcr.org
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34	Abdalla Younis, Mohammed	CRS	mohammed.abdalla@crs.org
35	Gabriel HAMISI	UNHCR	HAMISIG@unhcr.org
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37	Osama Tageldin	UNDP	osama.tageldin@undp.org

SNFI Cluster Coordination meeting | Nov 2021

Main Themes	Discussed Points	Action Point
General Updates	<p>The Shelter and NFI Cluster Coordinator, Iva Vavic, opened the meeting and provided general updates on the situation in Sudan and a discussion has taken place on the below points:</p> <ul style="list-style-type: none"> • Military Coup effects on SNFI operations • Port Sudan closure effects on NFI supply chain • Inter-communal conflict in Jebel Moon - West Darfur • Flooding in Al Salam - White Nile, due to Jebel Aulia Dam filling • Ethiopia emergency preparedness efforts 	<ul style="list-style-type: none"> • Regional FPs to flow-up closely the new developments in their respective areas.
HRP 2022	<p>The S/NFI Coordinator briefed the participants on HRP project submissions:</p> <ul style="list-style-type: none"> • 25 projects submitted by 19 partners • Analysis of the submitted project was presented to the meeting participants • S/NFI requirement based on the targeted PiN and activity-based costing amounts to 83.7M while the sum of partner requirements amounts to 122.6M <p>15% reduction imposed on the S/NFI Cluster funding requirement:</p> <ul style="list-style-type: none"> • FTS sector specific funding levels juxtaposed with people reached figures indicate a huge discrepancy • S/NFI Cluster 7% funded vs. 63% people reached • This was used as a reference by the donor community to ask for a 15% reduction in the funding requirement 	<ul style="list-style-type: none"> • Partners were asked to address comments in the Project Module and adjust their proposals in the system ASAP. S/NFI sector has already reached out to respective partners. • A new approach to displaying sector funding levels should be developed at ISCG level in line with activity-based costing and people reached numbers.

SNFI Cluster Coordination meeting | Nov 2021

	<ul style="list-style-type: none"> • FTS data is unreliable due to the reporting backlog and the inability of programme-based agencies to report on sector specific funding information before the year's end. • There is a need to improve the monitoring and reporting framework as numbers of beneficiaries that received NFI kits and emergency shelter kits (ESKs) are often compounded while these people are one and the same, which leads to inflated numbers of people reached. • There is also a difficulty of reporting on partial NFI kit distribution vis a vis people reached. • Some cluster partners are not reporting regularly due to challenges with staff turnover and issues with access to ActivityInfo. 	<ul style="list-style-type: none"> • HRP response monitoring framework should be reviewed at ISCG level so that people reached numbers are reported accurately and partner achievements reflected correctly.
<p>Information Management</p>	<p>The IM theme opened up with a menti where partners reported their organizations as a way to boost engagement and participation, and the following tools were discussed:</p> <p>Reporting/ ActivityInfo:</p> <ul style="list-style-type: none"> • A brief presentation of the tool was made and how to report on achievements against HRP and CRP indicators was explained. • Users must be granted access prior to using the tool and due to limited licenses, each organization can have two users. This couple with the turnover of staff leads to access issues for some partners than hence don't report regularly. • All partners are encouraged to report on their achievements against both HRP and CRP indicators so their achievements can be displayed properly in the public 	<ul style="list-style-type: none"> • If partners experience trouble with reporting or if they need further training with ActivityInfo they should contact the S/NFI Cluster IM Officer Enock Abungana at abungana@unhcr.org, +249 91 275 3884

SNFI Cluster Coordination meeting | Nov 2021

monitoring dashboard available on the [Sudan page of the Global Shelter Cluster website](#), and so that OCHA can accurately compile people reached numbers for our sector.

Stock Mapping/ KoBo:

- Due to the volatile situation in the country OCHA will be requesting periodic stock updates from all sectors to be able to determine the overall preparedness capacity.
- The Stock Mapping form was circulated earlier, however only 5 organizations responded.
- UNHCR Core Pipeline Dashboard was also presented ([link](#)).
- There are plans to extend the Dashboard to cover stock information from all cluster partners, if we could receive a greater number of responses from partners through the Stock Mapping KoBo tool.

A small survey was launched through menti, to test partner preference for reporting tools – ActivityInfo vs KoBo vs Excel:

- KoBo won by one vote ahead of Excel with ActivityInfo being the least popular.
- All tools have positive and negative sides. ActivityInfo has access limitations and is more complex to use but partners can access previous entries for reference or can edit them easily in case of mistakes. KoBo is simple to use, yet previous entries can't be accessed which can be a problem. Excel is the most familiar tool, however it is difficult to protect the sheet and limit human error/avoid people accidentally deleting or editing other partners' entries.

- Partners are encouraged to provide stock information through the KoBo tool which was presented. The tool collects both the in-country stock as well as pipeline (next 3 months) data.

SNFI Cluster Coordination meeting | Nov 2021

	<p>Contact List Update:</p> <ul style="list-style-type: none"> Due to sheer number of automatic replies and non-working email addresses we realized that we do not have the most targeted and appropriate list, therefore, the S/NFI Cluster will circulate the signup form for those that wish to continue receiving the email from us. 	<ul style="list-style-type: none"> Those who wish to continue receiving emails from the S/NFI Cluster in the future, such as coordination meeting invitations, requests for information and feedback, updates, and so on, please subscribe on the following link: <div style="text-align: center;"> Join our Contact List! </div>
<p>Coordination Arrangements</p>	<p>Next year, the S/NFI Cluster will work on establishing the following coordination arrangements:</p> <p>Co-Chair:</p> <ul style="list-style-type: none"> The Co-Chair organization, which can only be an NGO and not a UN Agency, in line with OCHA as well as IASC recommendations, will be expected to share the burden for coordinating cluster processes and is expected to contribute resources (financial and human) to support cluster coordination and activities. OCHA and the S/NFI Cluster will help the selected NGO advocate for additional resources to support this new responsibility. The Co-Chair will be selected transparently by other cluster members on the basis of the following selection criteria: <ul style="list-style-type: none"> - Engagement in the S/NFI Cluster meetings/activities - Capacity to allocate staff and budget to the cluster - Advantages in access and coverage of the response - Past experience as a chair/co-chair in conflict contexts 	<ul style="list-style-type: none"> The S/NFI Cluster Coordinator to share the draft Co-Chair ToR so that all cluster partners can provide feedback, after which the Call for Expression of interest will be launched so that a Co-Chair NGO can be selected.

SNFI Cluster Coordination meeting | Nov 2021

	<p>Once the Co-Chair is selected, the S/NFI Cluster will proceed with the establishment of the following structures:</p> <ul style="list-style-type: none"> • Strategic Advisory Group (SAG), a smaller group to guide the cluster, in a consultative and collaborative manner, with policy decisions, strategic direction and coordination mechanisms • Strategic Review Committee (SRC), to ensure a transparent review of S/NFI partners' funding proposals (SHF, RRF), HRP projects, and so on • Time-bound Technical Working Groups (TWiGs) to review and catalogue solutions developed in a bottom-up approach through field level TWiGs • A small survey was launched through menti, to test partner interest for participation in different coordination structures presented at the meeting 	
National NGO Forum Presentation	<ul style="list-style-type: none"> • The forum established in 2020 and registered in July 2021 • Established to improve the capacity to respond and information sharing between national NGOs • The chair presented the information on how the forum was established, what makes it different from other forums and its scope of work • Over 500 NGOs are part of the system, with 34 as founding members and 120 as associate members, with the forum expected to increase in size in the future 	
AOB	<ul style="list-style-type: none"> • No other AOB discussed, meeting adjourned at 13:00 	