

Minutes of Shelter Cluster National Coordination Meeting
01.08.2019

Location: OCHA meeting room, UN Compound, Erbil with remote connection provided

Time: 14:00 – 15:30

Present: Shelter Cluster (SC) team, ACTED, Blumont, CCR, KHRW, HRF, IOM, Mercy Hands, Medair, Mission East, OXFAM, PWJ, UNHABITAT, UNOPS, ZOA

The following are additional points to the power point presentation of the meeting

Agenda Item	Additional Key Points	Action points
<p>The status of the SNFI Cluster: Presentation of the PMR exercise (slides 3 - 6)</p>	<ul style="list-style-type: none"> Partners to pay close attention to large gaps across the country, consulting the cluster especially at subnational level for additional info for optimization of time and resources to meet needs. Partners are encouraged to use the various dashboards (including the SNFI Achievements dashboard which has a funding component) to use/navigate through to find out more information, and share with the cluster comments for improvement. Importance of reporting on AI is stressed to ensure cluster achievements are properly captured. This will encourage better advocacy with donors when reported achievement are based on what they (donors) have provided to partners. Funding: reporting on FTS is important hence partners are asked to request their HQs to timely update their funding status in the FTS. 	<p>Partners to continue reporting on Activity Info and FTS</p>
<p>IHF Second Allocation for 2019 (slides 7 - 8)</p>	<ul style="list-style-type: none"> The SNFI Cluster has requested 3.3 MUSD to cover critical gaps both in terms of prioritized areas with no achievements reported so far, as well as underfunded partners (12 out of 17, based on FTS figures). Cluster is looking for a combined response meeting both NFI and shelter needs in out of camps. Prioritized areas submitted to the IHF are in Anbar (Falluja), Dohuk (Sumel, Zakho), Kirkuk (Daquq, Kirkuk), Salah Al-Din (Samarra, Tikrit). Agencies funded through previous allocations (ACTED, DRC, and IOM) will not be allocated funds, so as to give other partners the opportunity to benefit from this allocation. More communication will be sent by the 8th of August with more information on IHF allocation process to support partners. GMS will be open between Aug. 8 and Aug. 31 for the submission of projects. Q: is this target been refocused compared to the HRP? A: While districts identified as high priority in the HRP 2019 remain the same, some targets have been achieved through either HRP or non-HRP partners. Partners are thus asked to reconsider their project proposals based on low achievement and ILA data, which give a good indication of where there are still unmet needs. If need be, non-alignment with OPS projects submitted last year are allowed, so as to meet those uncovered needs. Q: What level of assessment is expected from partners e.g. for War-Damaged Shelter (WDS)? A: WDS repairs are not prioritized in this allocation as these programs are well funded by both HRP and non-HRP partners. Instead, IDP, returnees and host community living in critical shelter are the priority. ILA has identified a number of georeferenced 	<p>Shelter Cluster to circulate with partners the final allocation strategy once it's approved by the IHF Advisory Board (after Aug. 8)</p>

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	<p>locations where people live in substandard shelter, where a rapid needs assessment is recommended. Partners will have to identify vulnerable beneficiaries in potential need of shelter and NFI assistance using the SEVAT.</p>	
<p>Latest initiatives developed by the SNFI Cluster: New databases in Activity Info (slide 9)</p>	<ul style="list-style-type: none"> Additional databases have been added on Activity Info to capture core information across all the HPC phases. This will ensure from on platform (Activity Info) we can obtain most of the information required from partners, making it convenient for both the cluster and partners. In addition to the Reporting database that captures the achievements (i.e. completed activities), the new databases added are: 4W, Assessment, Emergency preparedness (Contingency Plan). 	<p>Partners to report their data in the new databases added in Activity Info</p> <p>Partners to reach out to IMOs of the SNFI Cluster (Mohammed and Emmanuel) for any further guidance.</p>
<p>Latest initiatives developed by the SNFI Cluster: Interactive dashboards https://bit.ly/317gLgO http://bit.ly/SNFI_2019_IRD (slide 10)</p>	<ul style="list-style-type: none"> The new databases added in ActivityInfo will feed into new IM tools: interactive dashboards supported by PowerBI. These dashboards will provide a snapshot of all partners' information entered in ActivityInfo. Partners are strongly encouraged to familiarize with these tools as they can provide useful information on how to plan based on the current response. Q: No new reporting requirement? A: There are new databases especially Assessments, Plan (4Ws) and Contingency plan that partners are requested to enter/share their data on. The cluster has recently conducted a number of trainings on 5 major areas as will be communicated in the next segment of the meeting/presentation. If partners need more of such trainings kindly contact the cluster who will be happy to conduct repeat trainings. The reporting of data and publication on dashboard is very useful for coordination for both partners and clusters. 	<p>Partners to get familiarized with the new online dashboards developed by the SNFI Cluster.</p> <p>Partners to reach out to IMOs of the SNFI Cluster (Mohammed and Emmanuel) for any further guidance.</p>
<p>Latest initiatives developed by the SNFI Cluster: Trainings (slide 11)</p>	<ul style="list-style-type: none"> So far 268 staff from 27 local and international organisations have been trained through a number of trainings developed by the Shelter Cluster, also in collaboration with UN-HABITAT and the Cash Working Group. Partners are once again encouraged to request for AI and any other trainings they may need. 	<p>Partners are encouraged to request for AI and any other trainings they may need.</p>
<p>Latest initiatives developed by the SNFI Cluster: ongoing works with HLP sub-cluster (slide 12)</p>	<ul style="list-style-type: none"> In order to strengthen strategic collaboration and especially referral pathways with the HLP sub-cluster, in July the SNFI Cluster has run a workshop with those partners most active in WDS repairs. The workshop produced some useful findings in terms of gaps and challenges encountered by Shelter partner in the area of HLP. A follow-up workshops will be conducted on Aug. 27, with the support of the Iraq HLP sub-cluster and the Global HLP Coordinator from NRC (Dalia Aranki). Partners will be informed when workshop details become clear. Key staff to be identified for the workshop. 	<p>Partners most relevant in the area of shelter repairs/upgrades will be invited to an HLP workshop on Aug. 27.</p> <p>SC will send the invitation</p>
<p>Latest initiatives developed by the SNFI Cluster: ongoing works with GBV sub-cluster</p>	<ul style="list-style-type: none"> Another area where the SC needs to strengthen protection mainstreaming is the GBV risk mitigation/prevention. The SC in close collaboration with CCCM and WASH Clusters and the GBV sub-cluster have development a GBV safety audit to be used in camp settings. This is an inter-sectorial work comprising of direct observation questionnaire, KI interview and focus group discussions targeting various gender and age groups. This tool will allow identification of GBV risks and potential mitigation measures in the area of CCCM, shelter and WASH. The tool is now reviewed by an 	<p>SC to circulate the GBV safety audit tool once finalized</p> <p>Partners to start the use of the tool with most CCCM,</p>

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(slide 13)	ad-hoc technical working group and will be piloted in few camps. Once finalised, the tool will be rolled out for nationwide use.	WASH and GBV actors on ground
New SAG (slide 14)	<ul style="list-style-type: none"> The new SAG was appointed in June. Their mandate is for one year. For more info on the SAG partners can reach out to the cluster coordinator and co-chair. 	
CCPM exercise (slide 15)	<ul style="list-style-type: none"> This is a self-assessment of the cluster that is done annually to contribute to the feedback/evaluation of the cluster's performance. Partners will be requested to provide one response per organisation, focussing on the areas they operate. The cluster will initiate a questionnaire in Sep 2019. The previous exercise run at the end of 2018 received few answers. Partners are encouraged to participate to the 2019 exercise, which outcomes will be presented and jointly discussed in an ad-hoc national cluster coordination meeting. 	Partners are kindly encouraged to participate to the exercise, so as to help improving the work of the cluster.
Preparation of winter plans (slide 16)	<ul style="list-style-type: none"> MCNA will be released by mid Aug (around 20th) giving a clearer picture of winter needs at HH level across all population groups (in and out of camps). It is reiterated that MoMD is responsible for the distribution of kerosene for both cooking and heating purposes. A kerosene assistance position paper was produced and shared by the cluster over the last years. Partners are reminded to refer to this paper. Monitoring of kerosene distribution in camps was initiated by the cluster last year, to enhance advocacy at the highest level (OCHA, HC and central level relevant ministries). IOM has started purchase of winter items. A clarification from IOM colleague in attendance: IOM is not doing any kerosene distribution. UNHCR will run a cash for winter program. Their plan is to run in-depth HH level assessment in Sep, for the release of the grant before the beginning of the winter season (i.e. Oct.). UNICEF has started planning for winter children clothing. Partners are encouraged to report their tentative winter plans in the newly created 4W database in Activity Info. This will allow the SC and all other partners to understand gaps and overlaps, so as to achieve maximum impact. 	<p>Partners to report their tentative winter plans in the newly created 4W database in ActivityInfo.</p> <p>Partners to liaise with the SC Team: Mohammed for the IM aspects and subnational coordinators for more operational input</p>
AoB	<p>i. Q: IHF second allocation and localization effort, how much is the SNFI Cluster doing to facilitate local NGOs to access IHF funds? A: The SC and its SAG will review projects submitted for the second HF allocation based on strict criteria of relevance, strategic approach, impact and quality of both programs and submitted proposal. Partners can opt for consortia, thus local NGOs could approach international NGOs – and vice versa – for a joint submission. Nonetheless, the IHF is not the only funding mechanism local partners can access. Much is done through bilateral contacts between partners and donors. Thus, local organizations are encouraged to meet donors bilaterally, and if relevant ask for the assistance of the SC. Furthermore, very often both UN agencies and large INGOs implement their programs through local NGOs, although the SC does not have a full picture of the extent of this phenomenon. Moreover, based on the experience of the SC in Iraq, local NGOs do not attend meetings on regular basis, or do not reach out to the SC for support throughout the year. This is a lost opportunity as the SC would be always keen in providing bilateral support to any partner. Nonetheless, the SC does not underestimate the objective of reinforcing localization. As such, the SC</p>	<p>Local partners to be more proactive in collaborating with the Shelter Cluster</p> <p>Local partners to explore further bilateral discussions with donors throughout the year, also with the support of the SNFI Cluster</p> <p>Partners submitting proposals to the second IHF allocation to consider consortia with</p>

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	<p>believes that the trainings run during the first semester of the year with a very large participation from local staff can be counted as part of the cluster' localization effort.</p> <p>Q: Can SNFI connect national NGOs with IHF? A: IHF colleagues are keen to meet national NGOs. Of note is that IHF has been running some trainings in Erbil and Baghdad to introduce all partners to the IHF mechanisms. Also, the SC recommends local NGOs to regularly participate in cluster meetings and engage in various interactions. This is a key factor considered by IHF.</p> <p>ii. Establishing consortia approach is not a mandatory criteria however is highly encouraged by the IHF</p> <p>ii. Q: What consists critical shelter? A: the SC has a draft guidance paper on "Adequacy of Shelter" that will be revamped shortly. In brief, a critical shelter is any shelter that does not meet minimum standard for living. Examples encountered in Iraq are informal settlements where tents and makeshift shelter are erected, unfinished/abandoned buildings, collective centers, public/religious buildings, non-residential buildings (e.g. shops, garage, chicken farms, etc.).</p> <p>v. Cluster is glad to visit partner field projects upon receiving invitation from partners.</p>	<p>local and international NGOs so as to contribute to localization efforts</p> <p>Shelter Cluster to revamp the Adequacy of Shelter guidance note soonest</p> <p>Partners are encouraged to invite the SC for field missions so as to appreciate successes, challenges and gaps in SNFI programs</p>