Response Option Analysis for Jere, Konduga and MMC (Borno)

Inter-sector Workshop

September 2017

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Overview of the Process

PHASE I	Step	Participants	Time required
	1. Validation of assessment findings and recommendations for report revision	Session facilitator; Data analyst/report writer; Sector experts; Information management officers	3-4 hours per sector
	2. Revision of assessment reports	Data analyst / report writers	2 weeks (not on a full time basis)
	3. Identification and profiling of the most affected groups by LGA	Session facilitator; Sector experts; Information management officers; Protection experts	1 hour per sector
	4. Agreement that lack of purchasing power is among the underlying factors	Session facilitator; Sector experts; Information management officers	30 minutes
	5. Definition of sector-specific objectives of assistance	Session facilitator; Sector experts; Information management officers	1 hour per sector

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PHASE II	Step	Participants	Time required
	1. Identification of response options not accepted by local/national authorities	Session facilitator; Sector experts; Information management officers; Cash experts	15-30 minutes
	2. Identification of response options based on needs and objectives	Session facilitator; Sector experts; Information management officers; Cash experts	1.5 hours
	3. If/when cash is proposed, compare CTP modalities	Session facilitator; Sector experts; Information management officers; Cash experts	1.5 hours
	4. If/when cash is proposed, how much should be transferred	Session facilitator; Sector experts; Information management officers; Cash experts	2 hours
	5. If/when cash is proposed, compare available transfer mechanisms	Cash experts	1 hour
	6. Comparative analysis of sector response options	Session facilitator; Sector experts; Information management officers; Cash experts , Protection experts	1.5 hours
	7. Weighted scoring of sector response options	Session facilitator; Sector experts; Information management officers; Cash experts , Protection experts	30 minutes
	8. Final recommendations on sector response options	Session facilitator; Sector experts; Information management officers; Cash experts , Protection experts	30 minutes

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PHASE III	Step	Participants	Time required
	1. Presentation of the sector plans and putting together the assistance package by group/location	Session facilitator; Sector experts; Information management officers; Cash experts; Protection experts	1.5 hours
	2. Identification of potential synergies across sectors	Session facilitator; Sector experts; Information management officers; Cash experts; Protection experts	1 hour
	3. Agreement on appropriateness of MPG for recurrent expenditures	Session facilitator; Sector experts; Information management officers; Cash experts; Protection experts	1 hour
	4. Estimation of MPG value based on recurrent sector expenditures	Session facilitator; Sector experts; Information management officers; Cash experts; Protection experts	1 hour
	5. Adjustment of the response options based on agreement of where MPG can be used	Session facilitator; Sector experts; Information management officers; Cash experts; Protection experts	1 hour
	6. Consideration of cross-sector themes for selected response options	Session facilitator; Sector experts; Information management officers; Cash experts; Protection experts	2 hours
	7. Decision on sectoral one-off transfers, amount and timing	Session facilitator; Sector experts; Information management officers; Cash experts; Protection experts	1 hour
	8. Final recommendations	Session facilitator; Sector experts; Information management officers; Cash experts; Protection experts	1 hour

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Phase III. Inter-Sector response options analysis

Step	Participants	Time required
1. Presentation of the sector plans and putting together the assistance package by group/location	Session facilitator; Sector experts; Information management officers; Cash experts; Protection experts	1.5 hours
2. Identification of potential synergies across sectors	Session facilitator; Sector experts; Information management officers; Cash experts; Protection experts	1 hour
3. Agreement on appropriateness of MPG for recurrent expenditures	Session facilitator; Sector experts; Information management officers; Cash experts; Protection experts	1 hour
4. Estimation of MPG value based on recurrent sector expenditures	Session facilitator; Sector experts; Information management officers; Cash experts; Protection experts	1 hour
5. Adjustment of the response options based on agreement of where MPG can be used	Session facilitator; Sector experts; Information management officers; Cash experts; Protection experts	1 hour
6. Consideration of cross-sector themes for selected response options	Session facilitator; Sector experts; Information management officers; Cash experts; Protection experts	2 hours
7. Decision on sectoral one-off transfers, amount and timing	Session facilitator; Sector experts; Information management officers; Cash experts; Protection experts	1 hour
8. Final recommendations	Session facilitator; Sector experts; Information management officers; Cash experts; Protection experts	1 hour

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Step 1 Presentation of the sector plans by each sector and putting together an assistance package by group and LGA

a) Guidance

Objective / output	Overview of multi-sector package of assistance by population group and location
Question to answer	What sector assistance would each population group receive in each location, as per initial plans?
Actors to be involved	• Session facilitator • Sector experts • Information management officers • Cash experts • Protection experts
Required inputs and resources	Output of **Error! Reference source not found.**, **Error! Reference source not found.**
Available tool	Table 1: Multi-sector assistance package**Error! Reference source not found.**
How to complete the step	Ahead of the face to face working session 1) The facilitator collects output of **Error! Reference source not found.**, **Error! Reference source not found.** for each sector and populates Table 1, reproducing it on a large-scale paper sheet. At the face-to-face working session 2) Each sector presents the output of **Error! Reference source not found.**, **Error! Reference source not found.**, in plenary. 3) The facilitator summarise
Estimated time required	1.5 hours
Notes	

b) Session participants

Name	Title	Organisation	Email

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c) Working session output

This session was not completed at the inter-sector workshop due to lack of time. The sectors had not managed to complete the previous phase and the final paragraph.

Table 1: Multi-sector assistance package

	IDPs in collective centres	IDPs in host families	IDPs in informal camps	Residents
Jere				
Konduga				

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MMC				

d) Lessons from pilot

Allocate enough time; the process and timing has been adjusted accordingly in the guidance.

Step 2 Identification of potential synergies across sectors

a) Guidance

Objective / output	An integrated, inter-sector assistance package for the targeted population groups.
Question to answer	How can the multi-sector package of assistance be upgraded into an integrated, inter-sectoral assistance package?
Actors to be involved	• Session facilitator • Sector experts • Information management officers • Cash experts; • Protection experts
Required inputs and resources	Output of Step 1, Phase III
Available tool	Table 2: Integrated, inter-sector response packages
How to complete the step	1) Is the proposed response package complete, considering the context in which the target group lives? Do you think any additional intervention could strengthen the combined outcome?

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	2) Would linking different sector responses chronologically and/or by targeted caseload improve outcomes for this group? *If so, same targeting approach should be agreed upon and applied.* 3) Are the interventions consistent or do you foresee any potential negative interactions? 1) In the table below (with information copied down form the table above) highlight where response options could be connected in a way to generate additional beneficial outcomes. 2) Add any additional response that would improve the outcomes of the already proposed responses. 3) In the table below highlight (in a different colour) where response options would be potentially damaging if connected.
Estimated time required	1 hour
Notes	Example of integrated inter-sector interventions: a combined livelihoods and education intervention that provided livelihoods support (e.g. vocational training and start-up grant) and a school-fee voucher to the same households. This integrated intervention would make it more likely that education outcomes are achieved and maintained than if the interventions were conducted independently.

b) Session participants

Name	Title	Organisation	Email

c) Working session output

This session was not completed at the inter-sector workshop due to lack of time.

Table 2: Integrated, inter-sector response packages

	IDPs in collective centres	IDPs in host families	IDPs in informal camps	Residents

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Jere				
Konduga				
MMC				

c) Lessons from pilot

Allocate enough time; the process and timing has been adjusted accordingly in the guidance.

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Step 3 Agreement on appropriateness of MPG for recurrent expenditures

a) Guidance

Objective / output	Agreement over appropriateness of MPG.
Question to answer	Would an MPG be an appropriate way of meeting recurrent needs and what should it cover?
Actors to be involved	• Session facilitator • Sector experts • Information management officers • Cash experts • Protection experts
Required inputs and resources	Findings of the Basic Needs Assessment • allocation of 10,000 NGN (p. 16) • expenditure gap by sector (p.20)
Available tool	NA
How to complete the step	1) Consider all recurrent cash-based responses proposed in each sections of the table above (consider each section separately). Ask if there is a reason why restrictions or conditions are being imposed and if an unconditional, unrestricted cash transfer (an MPG) might be of equal or more benefit. And why this might be? 2) List all those response options that can be covered by an MPG.
Estimated time required	1 hour
Notes	

b) Session participants

Name	Title	Organisation	Email

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c) Working session output

Participants agreed that a pilot MPG project should be tested in Jere and Konduga, where CTP is appropriate and preferred by affected households. In these areas MPG may seem feasible and appropriate, also because of the presence of FSP and coverage of mobile network; electronic vouchers are used for food in Jere and MMC, not in Konduga. In Konduga, people's preference is for in-kind assistance.

A snapshot of the MPG project is provided

c) Lessons from pilot

Nothing to report.

Step 4 Estimation of MPG value based on recurrent sector expenditures

a) Guidance

Objective / output	Estimated recurrent MPG amount
Question to answer	What would be the costs of an MPG that meets all sector objectives (or at least those that have been previously identified as being suitably addressed with MPGs)
Actors to be involved	• Session facilitator • Sector experts • Information management officers • Cash experts • Protection experts
Required inputs and resources	Outputs of **Error! Reference source not found.** for each sector, **Error! Reference source not found.**
Available tool	Table 3: Estimated recurrent MPG
How to complete the step	1) Using the expenditure gaps estimated in **Error! Reference source not found.**, **Error! Reference source not found.**, for each sector, the facilitator completes the table below with the transfer value that would need to be given to beneficiaries to enable them to meet their sector based needs. If information is disaggregated by location, the MPG amount can be location-specific, otherwise an average will apply. 2) Total this to reach the recurrent MPG amount.
Estimated time required	1 hour
Notes	NA

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b) Session participants

Name	Title	Organisation	Email

c) Working session output

This session was not completed at the inter-sector workshop due to lack of time.

Table 3: Estimated recurrent MPG

Sector	Category	Estimated transfer value for Jere	Estimated transfer value for Konduga	Estimated transfer value for MMC	Average estimated transfer value
CCCM / shelter / NFI	Communication				
	Energy				
	Energy				
	Household items				
	Housing				
	Transport				
Education	Education	850	930	1,656	1,145
Food security	Food				
Health	Healthcare	996	1,105	1,136	1,079
Early Recovery	Productive assets				
WASH	Potable water				
	Sanitation/hygiene				
Estimated total MPG transfer value					

c) Lessons from pilot

Allocate enough time; the process and timing has been adjusted accordingly in the guidance.

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Step 5 Adjustment of the response options based on agreement of where MPGs can be used

a) Guidance

Objective / output	An integrated, multi-modal (cash and other) inter-sector assistance package for the targeted population groups, inclusive of MPG.
Question to answer	How can the multi-sector package of assistance be upgraded into an integrated and multi-modal assistance package?
Actors to be involved	• Session facilitator • Sector experts • Information management officers • Cash experts • Protection experts
Required inputs and resources	Outputs of Step 1 and Step 4, Phase III
Available tool	Table 4: Revised integrated, inter-sector response packages, with MPG
How to complete the step	1) Revise the table above (generated in step 2) marking clearly where MPGs will be used and how it will replace other interventions. 2) Facilitator to advance as much as possible based on output of previous steps.
Estimated time required	1 hour
Notes	

b) Session participants

Name	Title	Organisation	Email

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c) Working session output

This session was not completed at the inter-sector workshop due to lack of time.

c) Lessons from pilot

Allocate enough time; the process and timing has been adjusted accordingly in the guidance.

Table 4: Revised integrated, inter-sector response packages, with MPG

	IDPs in collective centres	IDPs in host families	IDPs in informal camps	Residents
Jere				
Konduga				

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MMC				

Step 6 Consideration of cross-sector themes (e.g. gender, age, sustainability) for selected response options

a) Guidance

Objective / output	Protection and environmental matters are articulated
Question to answer	• What cross-sectoral themes are to be considered and integrated in the response options, including through dedicated risk mitigation measures?
Actors to be involved	• Session facilitator • Sector experts • Information management officers • Cash experts • Protection experts
Required inputs and resources	Findings of protection assessments
Available tool	Table 5: Cross-sectoral themes
How to complete the step	1) The facilitator will moderate a discussion around the following guiding questions a) Which elements of cross-sectoral themes need to be considered for the selected response options? b) How will these be addressed? Do different sub-groups (e.g. women- / child-headed households) needs different responses? 2) Complete a row in the Table 5 for each sector objective.
Estimated time required	2 hours
Notes	NA

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b) Session participants

Name	Title	Organisation	Email

c) Working session output

This step was not completed in the inter-sector workshop because no protection expert attended.

c) Lessons from pilot

It is important that protection experts are involved and understand the type of input that is required from them.

Table 5: Cross-sectoral themes

Response option	Cross-sectoral theme issue	Solution

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Step 7 Decision on sectoral one-off transfers, their amount and their timing

a) Guidance

Objective / output	Calendar of cash transfers (in whichever form they will be proposed)
Question to answer	What additional cash transfer top-ups are required to meet all sector needs? And when should they be delivered?
Actors to be involved	• Session facilitator • Sector experts • Information management officers • Cash experts • Protection experts
Required inputs and resources	The BNA calendar of expenditures (p.20) A large sheet to be hung on the wall, reproducing on a large scale the calendar, as per Table 6
Available tool	Table 6: Calendar of transfers
How to complete the step	1) In the calendar below (top row), mark over what period the recurrent MPGs should be transferred (not necessarily monthly). E.g. write "monthly MPG" in each cell from March to October, if the MPG will be transferred on a monthly basis starting from March and finishing in October. 2) Sectors add in any cash transfer top-ups that are required to meet seasonal changes in needs. These must be disaggregated by: a) unconditional & unrestricted top-ups which address seasonal variations across the board (in the top row, togethjer with MPG, as they will most likely be transferred as one) b) restricted or conditional top-ups that are limited to outcomes for one sector (which should be noted in the subsequent sector specific rows underneath the MPG/unrestricted one). 3) For all interventions specify the recipient group. 4) The facilitator will moderate a discussion around cost implications of the frequency of transfers. Is this set-up cost-efficient? Can some efficiency gains be achieved by clubbing some transfers together? 5) The facilitator moderates a discussion around the possible interactions between these cash-based interventions and the possible need to sequence them. Would there be any implication in terms of households' expenditure choices, given this calendar of transfers and the seasonal trend of expenditures within households?
Estimated time required	1 hour
Notes	NA

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b) Session participants

Name	Title	Organisation	Email

c) Working session output

This step was not completed at the inter-sector workshop because sectors had not completed the choice of transfers and their amounts.

c) Lessons from pilot

Allocate enough time; the process and timing has been adjusted accordingly in the guidance.

Table 6: Calendar of transfers

Category of expenditure	January	February	March	April	May	June	July	August	September	October	November	December
MPG & unrestricted top-ups												
Sectoral top-ups												
CCCM / shelter / NFI												

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Education												
Food security												
Health												
Early Recovery												
WASH												
Other												

Step 8 Final recommendations on inter-sector assistance packages, quantity and timing for targeted groups and locations

a) Guidance

Objective / output	Paragraph(s) articulating the sectoral response package for the targeted population group and locations. Paragraph(s) articulating the multipurpose grant package (including unrestricted cash assistance top-ups).
Question to answer	What interventions will the sector implement to address the identified humanitarian needs, and in light of other sectors' interventions? What multipurpose grant package will be combined to the sectoral interventions?
Actors to be involved	• Session facilitator • Sector experts

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	• Information management officers • Cash experts • Protection experts
Required inputs and resources	Outputs of previous steps
Available tool	0 Template 2 Template 3 Template 4
How to complete the step	1) In sectoral groups, participants complete 210 and Template 2 and handover the final output to the facilitator 2) In plenary, the facilitator moderates a discussion to fill out Template 3 and Template 4
Estimated time required	1 hour
Notes	The templates may have to be adapted as appropriate.

b) Session participants

Name	Title	Organisation	Email

c) Working session output

Template 1 Sector-specific in-kind or service assistance

Over the next _____ (timeframe) the _____ (sector) will provide assistance to _____ (group) in _____ (location). _____ (number of people) across _____ (number of households) will receive assistance. This is _____ (% of total households). This assistance will help them _____ (SMART objective). They will receive a package consisting of a _____ (frequency) _____ (in kind items / services) of _____ (amount / quantity) in _____ (number) of instalment(s) or rounds.

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Template 2 Sector-specific cash top-ups

Additional assistance will be required to meet _____ (sector) needs created by seasonal expenditure variations. This will involve _____ (services / in-kind / top-up transfers) will be required to be provided to _____ (group) in _____ (location). _____ (number of people) across _____ (number of households) will receive assistance. This assistance will help them _____ (SMART objective). They will receive a package consisting of a restricted or conditional cash transfer of _____ (amount / quantity) in _____ (number) of instalment(s) or rounds during _____ (timeframe).

Risks will be considered in the following way:

a) _____ (mitigation(s) of programmatic risk(s) including protection risks)
b) _____ (mitigation(s) of operational risk(s))
c) _____ (mitigation(s) of contextual risk(s))
d) _____ (mitigation(s) of institutional risk(s))

Template 3 Multipurpose grant

Over the first semester of 2018 the sectors will provide assistance to socio-economically vulnerable IDPs in Jere and MMC. Roughly 12,000 individuals across 2,000 households will receive assistance. This assistance will help them meet their basic needs as per household requirements, according to Sphere standards, and reduce the use of food and non-food negative coping strategies. They will receive a package consisting of monthly MPG of 23,000 NGN in six of instalment(s).

A snapshot of the key design elements of the MPG is provided below. Note that this is a preliminary draft, which by no means should be intended as final recommendation. The Inter-sector WG in Borno, which is intended to be the primary recipient of this draft, shall carefully revise and complete this work, possibly with the support and advice of a technical cash expert, with previous experience in designing MPG programmes.

The pilot would include a research component, ideally designed as a randomised controlled trial, with an intervention and a control group:

- Intervention group (e.g. 2000 HH): MPG + community-level rehabilitation of WASH infrastructure + legal counselling on IDP renting housing
- Control group (e.g. 2000 HH): food vouchers + cash for rent (conditional and restricted) + hygiene vouchers + NFI vouchers + community-level rehabilitation of WASH infrastructure

The aim would be to test some of the assumptions mentioned by sector experts, by:

- Comparing impact of current package of intervention (or voucher version) with a new package of cash (MPG) plus
- Comparing effects on households headed by women (the recipient is a woman) vs. households headed by men (the recipient is a man)

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- Comparing cost ratio of different interventions

Design element	Suggestion	Rationale
Assistance package to intervention group vs. control group	Intervention group (2000 HH): MPG + community-level rehabilitation of WASH infrastructure + legal counselling on IDP renting housing Control group (2000 HH): food vouchers + cash for rent (conditional and restricted) + hygiene vouchers + NFI vouchers + community-level rehabilitation of WASH infrastructure	Intervention designed to conduct a randomised controlled trial, with cluster sampling. Clustering Objective: • Compare impact of current package of intervention (or voucher version) with a new package of cash (MPG) plus • Compare effects on households headed by women (the recipient is a woman) vs. households headed by men (the recipient is a man) • Compare cost ratio of different interventions
Sampling	Cluster sampling, stratified by sex of head of household.	It reduces the risk of animosity between MPG recipients and non-recipients within a community, and minimises spillover. The stratification by sex of head of household would allow to test the assumption that women would use the money more efficiently for the wellbeing of all household members as opposed to men.
Geographic coverage	MMC and Jere	CTP appropriate and preferred by affected households; in Konduga preference is for in-kind assistance. Presence of FSP and coverage of mobile network; use of electronic vouchers for food in Jere and MMC, not in Konduga.
MPG amount	23,000 NGN, which covers food, water, rent/accommodation	This amount is tentative, because not all sectors participated in the Response Option Analysis process, and because the three sectors that participated (WASH, Shelter, FSL) had not fully completed the step related to estimating current and one-off expenditures gaps. The amount has to be lower than the absolute poverty line (54,400 NGN), since it is assumed that IDP households have some degree of capacity (although limited) to generate an income, also when in displacement. See BNA findings.

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Frequency and duration	Monthly or quarterly? For six months	Rent is paid in advance, generally for a 12-month period. It would be neither possible nor recommendable to transfer such a large amount upfront, also because it is not certain that households would A large amount could offer an opportunity and an incentive to voluntary return to the village of origin, which could be a positive effect of the intervention.
Frequency and duration	Quarterly / two quarters (for six months) = two transfers	Rent is paid in advance, generally for a 12-month period. However, it would be neither possible nor recommendable to transfer such a large amount upfront. Displacement is a fluid situation that may change, and it may not be convenient to IDPs to commit to a 12-month rent. On the other hand, a large amount could offer an opportunity and an incentive to voluntary return to the village of origin, which could be a positive effect of the intervention. A study led by the WB in Nigeria has found no significant difference in outcomes between monthly and quarterly transfers. There should be the option, however, for the household to cash-in only the needed amount, but only if the transfer is digital and safe to track.
Targeting	IDPs only Socio-economic vulnerability	IOM has an IDP register with biometrics WB-Government targeting
Transfer mechanism	Based on RfP recently run by WFP	
Estimated amount	4.5 M EUR	• MPG: 2000 x 23,000 x 6 m= 662,000 EUR • MPG implementation (40%)=441,600 EUR • Research: 150,000 EUR • Control group: to be determined

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MPG implementing agency	IOM WFP UNHCR	IOM: they own and maintain the IDP register WFP: they already have a system for electronic transfers; they just run the FSP RFP UNHCR: cover key sectors (WASH, Shelter, Protection)

Template 4 Unrestricted cash top-ups

Additional cash assistance will be required to meet households' needs created by seasonal expenditure variations. Top-up transfers will provided to _____ (group) in _____ (location). _____ (number of people) across _____ (number of households) will receive assistance. They will receive a package consisting of an MPG of _____ (amount / quantity) in _____ (number) of instalment(s) or rounds during _____ (timeframe).

The total funding required will be _____ (value of funding).

c) Lessons from pilot

Allocate enough time; the process and timing has been adjusted accordingly in the guidance.

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Annex 1: Terms of Reference: Task Team for Basic-needs Focused Response Option Analysis

(covering Jere, Konduga and MMC)

Background

The Task Team for Response Analysis (hereinafter the Task Team) aims to draw together all the various elements of the ECHO's Enhanced Response Capacity (ERC) funded pilot for the uptake of quality, collaborative Multipurpose Grants (hereinafter MPGs) in Nigeria. This work is led by a Consortium consisting of CaLP, the Danish Refugee Council (DRC), Mercy Corps, OCHA and Save the Children.

In March 2017, the Consortium began the pilot in Nigeria with the aim of providing technical and strategic support to country-based humanitarian organisations, enabling them to engage in collaborative assessments and decision making. Whilst the Consortium has not been conceived to provide direct assistance to crisis-affected populations, it is intended to have an indirect, positive impact on their lives, by means of influencing humanitarian actors to design better quality and more collaborative MPG programmes. As such, it supports and is line with the commitments made by donors and humanitarian partners as part of the Grand Bargain.

The pilot project provides information and analysis for selected LGAs in Borno State:

- Basic needs of crisis-affected people, through the Basic Needs Assessment (BNA)
- Minimum expenditure basket (MEB)
- Market functionality and related feasibility of CTP, through the Multi-Sector Market Assessment (MSMA)
- Payment mechanisms and financial service providers
- Partners' and government's capacity to implement Cash Transfer Programming (CTP)
- Effectiveness of MPG, based on existing experiences

Ultimately, it is hoped that the Consortium's approach will lead to response analysis that is better structured, and more robust, transparent and people-centred. It will consider cash (in its various forms) and in combination and combined with other modalities (in-kind, cash, services, technical assistance, a combination of these) from the start.

Assessment and decision-making tools, their findings (including the recommendations resulting from the response analysis workshop), and learning on the efficiency and effectiveness of collaborative MPGs will be shared with the country-level members of the Consortium, relevant IASC Clusters/Sectors, Cash Working Groups in country, and Cash Consortia (if any), as well as other key stakeholders in the pilot context. The pilot will help the humanitarian community make more effective and wider use of MPGs, if and when appropriate and feasible.

To do this, the Task team will play a key role in linking the information generated by the Consortium to the response analysis and linking it to the broader and multi-year Humanitarian Response Planning (HRP) process for North-east Nigeria, which will take place between end of August and October 2017.

Objectives and Expected Deliverables

The Task Team will identify possible response options based on needs and feasibility utilising the information collected through the Consortium's assessments, with a focus on the areas targeted by the pilot in Borno state (Jere, Konduga, MMC). Because of this geographic coverage, the Task Team will be based in Maiduguri.

The key deliverables will be:

- Additional analysis of the raw data from the Basic Needs Assessment, by sector
- A note validating the findings of the Basic Needs Assessment which will feed into the Humanitarian Needs Overview (HNO)
- A note validating the findings of the Consortium's other assessments (MSMA, payment mechanisms assessment, Partners' and government's capacity to implement CTP)
- A note on concrete recommendations to OISWG for priority interventions to be implemented in the short and medium term to address basic needs of specific groups of affected people.[1]

Timeline and Workplan

The Task Team will be established in early September. Initial activities relating to the review of assessment outcomes will be followed by a response analysis workshop at the end of September (exact dates tbc), in order for the Task Team's outputs to feed into the Nigeria HNO Needs Validation and HRP Response Analysis Workshop in at the end of September / early October. Depending on the final dates of those processes, the timeline may need to be adjusted. After reporting to the OISWG the Task team will be disbanded.

When	Action	Location and details	Deliverable	Focal point
28th August – 1st September	One-to-one consultations with sector leads **in Abuja**	Abuja	Buy-in from sector leads at Abuja level	Francesca Battistin (Save the Children)
6th September	Formation of task team at the joint OISWG/CWG meeting	Maiduguri Meeting invite sent by Ibrahima Barry	• TORs of Task Team validated • Task Team composition	Ayo and Ibrahima (OCHA), **Maiduguri**
11th – 15th September	One-on-one working sessions with Sector representatives in Task Team for: (1) validation of the Basic Needs Assessment findings; (2) presentation of key findings from other assessments run by the	Maiduguri **One working session of 3-4 hours** with each sector group	• Assessment findings validated by each sector (discarded the non-plausible ones, added complementary information, confirmed plausible findings) • Sector HH expenditure figures • Profile and size of groups in need • Assistance objectives by group	Nathalie Cissoko (CaLP)

[1] The key strategic, programmatic and technical decisions that would result from this process will include: Priority population groups in each area (HNO); Priority needs of each population group (HNO); Operational Environment/Feasibility; Critical markets to be supported or to operate through Critical **systems of service provision** to be supported or to operate through; Response options / assistance modalities (cash transfers, in-kind, services/technical assistance, combinations); If In-kind: what items; If services provision: what services or technical assistance; If Cash transfers: sector-specific (one or more sectors) or multipurpose; If Cash transfers: what modality; If Cash transfers: what amount; If Cash transfers: what transfer mechanism; Which aid delivery organizations, where, when; Beneficiary targeting approach and mechanism.

	consortium by consortium representative; (3) presentation of other findings by the sector; (4) definition of groups & objectives (**in Maiduguri**)			
18th – 22nd September	Review (reading) of assessments reports by Task Team; additional analysis of BNA raw data	**No meetings**, this is desk review work by the groups	• Additional analysis of BNA raw data • Good grasp of all assessment findings • Questions and observations	Task Team
25th – 28th September	One-on-one working sessions with Sector representatives in Task Team for identification and comparative analysis of response options **in Maiduguri**	Maiduguri **One working session of 3-4 hours** with each sector group	• Response options for each sector objective • Comparative analysis of response options (operational risks, programmatic risks, costs, market feasibility, FSP, etc.)	Francesca Battistin (Save the Children)
29th September	One day workshop with Task Team **in Maiduguri**	**One day workshop** with the Task Team in plenary	• Integrated response plan (any linkages among sectors) • Decision: a state or an LGA-based MPG value? • Composition of MPG and tentative value(s)	Francesca Battistin (Save the Children)

Composition

The Task Team is a sub-group of the Operational Inter-Sector Working Group (OISWG), coordinated by OCHA in Maiduguri and with the technical support of ERC Consortium Members. More specifically, the Task Team will be led by the OISWG Coordinator and the CWG Coordinator, who will also act as co-spokesperson on behalf of the group.

The Task Team will include two-three representatives from each sector of the humanitarian response (the sector lead based in Maiduguri or a sector specialist with decision making power/influence in the sector, and Information Management Officers), as well as cash experts from the Maiduguri Cash Working Group (CWG). The former will validate the priority needs and consider interventions, whereas the latter will provide expert advice on if and how cash can be used to address priority needs.

Membership is voluntary but it will be strongly encouraged as participation will provide active partners and sectors with in-depth information and guidance on how to prioritise multi-modality interventions, in line with the commitments of the Grand Bargain. This will be an advantage to both individual actors and the sectors they represent.

Roles and Responsibilities

The Task Team will

- Contribute suggestions on how best to formulate this workshop based on the task teams' experience between now and then
- Undertake a desk review of the findings of the ERC Consortium's assessments, distilling the most relevant ones
- Conduct additional analysis on the raw data of the BNA
- Make available additional assessment findings to complement those of the ERC Consortium
- Establish and estimate size of the groups in need in the three LGAs; establish assistance objectives for the identified groups

- Identify possible response options based on the established objectives
- Make a final recommendation on response options based on operational feasibility, in a workshop to be organized and facilitated by the Consortium at the end of September

Within the Task Team, the sector representatives and the cash experts will bring their respective expertise.

The Task Team Coordinators will

- form and initiate the Task Team, raising awareness on the Consortium's work and collecting expressions of interest.
- represent the group to the OISWG (when the group report on their response analysis recommendations) and will also likely chair meetings and ensure decisions are made on time and in an effective manner, and that are effectively documented.
- will participate in the wider HNO process and present the BNA and other findings validated by the Task Team during the HNO validation of state-level needs.
- will document the results of all the work undertaken by the Task Team, with the support of the Consortium members.
- will advocate for the Task Team's recommendations to be reflected in the HRP to the extent that is appropriate and possible.

The Consortium members will provide technical support and facilitation of a structured approach to identify response options. Each partner will provide the technical guidance for the data produced by their tool and Save the Children, in its capacity of Consortium lead, will provide additional coordination support in the preparatory phase (by preparing, as necessary, the workshop concept note, the agenda and presentation power points). OCHA will ensure either adequate agenda time has been provided at a regular OISWG, or dedicate a specific meeting to this (depending on how much time is required). Any feedback or follow up from sectors would also be collated by OCHA and supported as required.