1st QUARTERLY REPORT (Jan-Mar 2015)

UN Joint Support to the Jordan National Response to the Syria Crisis

Participating UN Organization (s):	UNDP, UNWOMEN, UNFPA, UN-OCHA, UNICEF, UNESCO, ILO, UNRCO, UNHABITAT, UNOPS, WHO	Managing Agency	UNDP	
Project Number:	00093398			
Project Title:	UN Joint Support to the Jordan National Response to the Syria Crisis			
Total Approved Project Budget	US$1,304,000			
Funds Committed:	US$1,304,000	Percentage of Approved:	100%	
Funds Disbursed:	US$1,044,000	Percentage of Approved:	80,06%	
Expected Project Duration (months):	12 MONTHS	Forecast Final Date: 31/12/2015	Approved Timeline Extension(s) and New End Date:	N.A.

1.	Progress Towards Expected Outputs

All progress mentioned in the table below has been made in close coordination and cooperation with MOPIC Humanitarian Relief Coordination Unit and in consultation with the UN RC/HC.

Outputs	Activity Results	Progress
1. Enhanced MOPIC's capacity to lead the response to the Syria crisis	1.1 Capacity Development, policy advice and technical assistance provided to strengthen MOPIC's capacity on planning and crisis response	- A draft concept note for the elaboration of a vulnerability assessment (VA) was prepared. The VA seeks to assess the impact of the crisis on water, education, health and municipal sectors. - Technical and policy support was provided to MOPIC and the UN RC/HC Office for the successful establishment of the Jordan Resilience Fund.
	1.2 Policy and technical advisory services provided for the establishment and implementation of MOPIC's internal organization	- A report with suggested ways to strengthen MOPIC's humanitarian and crisis response coordination was prepared by an international consultant hired through the project.

	arrangements for an efficient response to the Syria crisis	
	1.3 Policy and technical support provided to MOPIC to lead the elaboration and implementation of an efficient response plan in a participatory manner	- A number of guidance documents were prepared to facilitate NGO and UN's submission of JRP projects: • Guidance note for project submission and approval; • Step-by-Step Guide for Jordan Response Information System for the Syria Crisis (JORISS); • Frequently Asked Questions (FAQs) - A Task Force focal points meeting was organized to share key information on progress and next steps in relation to Jordan's strategy to respond to the Syria crisis. 90% of invited people attended the meeting (approx. 50 representatives from the government, UN, NGOs, and donors attended this meeting). - Policy and technical advisory support provided to MOPIC/HRCU for the conceptualization of the next response plan.
	1.4 Technical support provided to MOPIC for aid coordination and mainstreaming of crosscutting issues, including gender equality	- The 7th JRPSC meeting was successfully organized with the participation of H.E. the Prime Minister and other six line ministries, including the Minister of Planning and International Cooperation, as Platform chair. Minutes and action points were prepared and shared with MOPIC. - Several policy and technical advisory documents on Syria-crisis related issues were produced for MOPIC officials, including talking points, briefing notes and background information. - Policy advice and technical support was provided to MOPIC in their efforts to strengthen international community's engagement (including NGOs) with the Government on Syria-crisis related issues. - Policy advice and technical support was provided regularly to the UNRC/HC to strengthen UN overall support to MOPIC.
2. MOPIC'S information management is strengthened enabling tracking of donor commitments and implementing partners' interventions through a comprehensive	2.1 Technical support provided to set up a transparent, project-tracking and gender sensitive aid coordination system able to track and report donor commitments and agency implementation against plan objectives	- Jordan Response Information System for the Syria Crisis (JORISS) was developed and made operational. It is an online database for JRP project submission, approval, reporting, and tracking. It consists of the following components: SUBMISSION AND REPORTING: ▪ User Registration and Password Management ▪ Project Submission Form

information management system		- Open and Submitted Project Dashboards - Project Approval Status Tool - Reporting Dashboard PROJECT APPROVAL AND TRACKING: JORISS developed the necessary administrative components for MoPIC to manage the project approval and tracking process: - Open and Submitted Projects Filter and Dashboard - Administrative console for input of project status updates, providing feedback, and finalizing approval - Project approved through JORISS are integrated into a 4W Project Tracking, which provides key information on project implementation JORISS can be accessed at: www.jrpsc.org/systemlogin - Based on information included in JORISS, funding dashboards have been prepared and disseminted on a bi-monthly basis to more than 600 representatives of the Government, UN agencies, donors and NGOs. Funding dashboards are also regularly uploaded on JRPSC website. http://www.jrpsc.org/jrp-publications/
	2.2 Capacity development provided to strengthen MOPIC's information management and capacity to sustain the system	- On the job training on JORISS was provided to MOPIC/HRCU, specifically on: - Use of Project Status tool - Use of Administrative console - Background documents and material on JORISS were prepared for MOPIC internal and external use. - Excel training was provided to one MOPIC/HRCU staff member for the development and improvement of the Excel version of the Project Action Plan.
3. MOPIC's M&E capacity is strengthened, ensuring timely monitoring and evaluation of results	3.1 Technical support to establish a quarterly monitoring and reporting tool that captures achievements and challenges with accurate up to date M&E data	**-** A Monitoring Report was developed as a tool for implementing partners to report progress on their project(s) implementation to MOPIC on a quarterly basis. It includes two main components: 1- OUTPUT REPORTING**:** A- Targets for all activities B- Data collection mechanism for each activity C- Type and number of beneficiaries D- Levels of disaggregation that are possible when presenting results.

		2- ACTIVITY FINANCIAL REPORTING, which focuses on budget expenditure per activity.
	3.2 Capacity development provided to support implementing partners on MoPIC's online reporting system	- A workshop for approx. 200 participants from the international community was organized to train interested stakeholders on issues related to project submission, tracking and reporting. - Draft FAQs on monitoring and reporting were prepared based on the workshop discussion. - Remote support has been provided regularly to all stakeholders that have asked specific questions about their project submission.

4. Enhanced MOPIC capacity for public outreach	4.1 Technical advisory services provided to enable MoPIC to launch a communication and advocacy strategy focusing on vulnerable Jordanians and Syrians, including women and children.	- Communications support was provided to MOPIC on the following:
		  ▪ MOPIC's participation in the Kuwait 3 Conference.
		  ▪ MOPIC's visibility on Syria crisis related issues, mainly through social media.
		  ▪ Launch of JORISS.
		
		- The JRP 2015 Appeal was finalized ahead of the Kuwait 3 Conference, including content development, design, translation and production. Brochure available here: http://www.jrpsc.org/jrp-publications/
		
		- A draft JRP2015 Resource Mobilization Strategy was developed and shared with the UN RC/HC Office for comments and feedback.
		
		- The development of a comprehensive communications strategy was initiated through preliminary discussions with key UN partners to assess potential for cooperation on communications over the coming year. Draft in development.
		
		- The process of recruitment of one national staff for communications was initiated through candidates' review of CVs and development of written test for shortlisted applicants. Interviews are scheduled for April.
		
		- Continuous support provided to MOPIC HRCU on the preparation of briefings and talking points for Directors and Minister for various events, interviews, and meetings. Technical support provided to MOPIC on ad-hoc basis as requested.

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| | 4.2 Technical support to provide regular progress updates by MOPIC, based on sector wide monitoring, reporting and data processing on funding gaps and geographical and programmatic imbalances, including on women targeting. | - JRPSC website was updated and streamlined to reflect new joint-programme structure and additional website functionalities. It was launched in March and available at http://www.jrpsc.org/

- A number of JRP2015 communications and advocacy materials were prepared (designed and printed) and made available to MOPIC and international community:
▪ Needs Assessment Review 2014
▪ JRP 2015 Executive Summary (ENG and AR)
▪ JRP 2015 Full Document and Annexes
▪ 11 sector Fact Sheets.

All publications are available at http://www.jrpsc.org/jrp-publications/

JRPSC email communication was improved through the development of streamlined internal communications procedures, including the set up of discrete mailing lists and a mailchimp account for mass email and mailling list management. |

2. Financial Status for the Quarter

Include here a summary of the quarter

Financial status of project as of 31st March 2015.

Total Budget (USD)	Expenditures (USD)		Total %
	Commitment	Disbursement	
1,304,000	317,400	36,047	24,3

3. Management Actions

Programme/Contract amendments, re-allocations, project closure, etc. Explain any modifications to the programme that are approved (i.e. timeline extension, increased budget, change of scope)

In order to be immediately operative, the project management has been able to secure and temporarily finance, through in-kind contribution from UNOPS, OCHA, and UNWOMEN, the recruitment of the positions of M&E Officer, Communications Officer and Coordination Specialist, respectively. Recruitment processes for these positions through the project are under way.

4. Key Challenges and Mitigation Measures

Hindrances, problems and issues encountered during the reporting period and specific ways these were addressed. Also indicate outstanding issues, if any, from previous reporting period/s and the corresponding mitigation measures.

Please refer to the attached risk and issue table.

5. Lessons Learned

Unexpected outcomes/activities and how these impacted on project implementation

This is a highly political and demand driven project, whose success depends on its capacity to support MOPIC in its endeavor to coordinate Jordan's response to the Syria crisis. Addressing and responding to unexpected requests - and undertaking unexpected/unplanned activities - is therefore an intrinsic component of the project team's work.

6. Anticipated Next Quarter Key Activities

During next quarter, the project will be focusing on providing support to MOPIC in the coordination of the JRP 2015 implementation and in the preparation of the new Jordan Response Plan 2016-18. In particular, the project will closely work with the HRCU to strengthen its capacity to monitor JRP2015 progress through JORISS. Also the project will be coordinating the vulnerability assessment framework exercise which aims to provide MOPIC and other relevant stakeholders with a basis for prioritizing the needs of different sectors according to national standards, and a baseline for measuring change over time. The project will also work on the elaboration of relevant documents to guide the preparation of the next plan. The project will also seek to support MOPIC in the operationalization of the recommendations included in the report on MOPIC's humanitarian and crisis response coordination, as needed.

Finally, the JRPSC Secretariat will be expected to support the operationalization of the Jordan Resilience Fund (JRF), acting as JRF Secretariat.

1st Quarterly Report Risk and Issue Table

ID	Description	Type	Date raised	Probability	Impact	Countermeasures	Status
1	Donor fatigue challenging resource mobilization efforts	Risk	Project formulation	Medium	High	Assess key donors' priority areas of support; Support the establish innovative financial mechanisms; Identify and liaise with non-conventional donors	Open
2	Some stakeholders' resistance to Jordan's integrated platform	Risk	Project formulation	Medium	Medium	Facilitate broad consultations among stakeholders at all levels to strengthen common understanding	Open
3	Lack of strong leadership from GOJ within some JRPSC Task Forces	Risk	Project formulation	Medium	Medium	Work closely with relevant line ministries' representatives to ensure Task Forces' adequate management	Open
4	Unstable political situation in the country	Risk	Project formulation	Very low	High	Follow up regularly on the political scene variances to measure and estimate positive and negative reflections alike on project progress	Open
5	Some stakeholders' unwillingness to provide MOPIC with requested information to monitor and report JRP2105 implementation	Risk	1st quarterly report	Medium-high	Medium-high	Facilitate consultations between MOPIC and key stakeholders; Elaborate clear guidelines for project submission and reporting; Training on project submission and reporting procedures	Open
6	Limited coordination / alignment of some	Risk	1st quarterly report	Medium	Medium-high	Work closely with UN RC/HC to mitigate risks of little UN coordination	Open

	stakeholders' initiatives with JRPSC's decisions.						
7	MOPIC limited capacity on protracted crisis response coordination	Issue	1st quarterly report		Medium	Report with recommendations prepared by an international consultant for MOPIC review	Open