Terms of Reference

Livelihoods Working Group Coordination

(Beirut)

Background

Lebanon hosts the largest Syrian refugee population in the region. Since the outset of the influx in 2011, the Government of Lebanon and UNHCR have established an inter-agency (IA) mechanism to coordinate the humanitarian response. It now encompasses coordination within and across all sectors in field locations and in Beirut, and has drawn on UN agencies’ and NGO comparative expertise, supported by an integrated information management system. The Social Cohesion (SC) and Livelihoods (LH) sector has two respective Working Groups (WG). This Terms of Reference pertains to the Livelihoods WG only.

The WG for LH not only falls within the RRP inter-agency coordination structures, it also is an integral element of the Task Force on Support to Host Communities (TFSHC) which was established early 2013. In order to avoid the creation of parallel structures, it has been agreed to establish one WG that targets refugees and Lebanese Host Communities simultaneously. The purpose for focusing on both groups is to support the growing need for income generation activities and mitigate tensions and prevent conflict between Lebanese and Syrians populations which have become apparent due to competition over scarce economic resources.

Livelihoods interventions have so far been limited. But with the crisis now in its fourth year, the transition to targeted assistance in all sectors, as well as severe poverty among refugees and host communities, demonstrate the need for a comprehensive strategy on self-reliance.

The conclusions of the Multi-Sectorial Needs Assessment (MSNA), which was carried out in April 2014 on basis of available assessments of members of the WG to identify the socio-economic impacts of the crisis on both refugees and host communities, demonstrate that job opportunities in the most affected areas are limited. Recommendations have included strategies around developing new markets, business creation and interventions that directly stimulate job growth and provide incomes.

The increase of cheap labor of Syrian refugees has put downward pressure on wages in agriculture and other sectors at a time when costs of living are rising. Moreover, the decline of export and import to Syria, has also affected local economies which have traditionally thrived on cross-border trade. The immense and growing strain on host communities is contributing to rising tensions between host communities and refugees, as evidenced by an increase in the number of violent incidents between Lebanese and Syrian refugees.
Structure

The WG is open to all humanitarian operational partners intervening in the Social Cohesion and Livelihoods sector, be they Government, UN/inter-governmental organisations, or non-governmental organisations (both national and international) that are abiding by established humanitarian principles in the delivery of their humanitarian interventions. At the moment the WG has more than 30 members. Considering the importance of regular meetings and follow-up, members should communicate to the Sector lead a back-up person who would be able to attend on their behalf and perform pending responsibilities in their absence.

The WG shall be led by UNDP and co-led by the Ministry of Social Affairs (MOSA), the Prime Minister’s Office (PMO) and UNHCR as per their leadership and specific accountability in the sector’s response.

Accountabilities

Consistent with the overall objectives, priorities and targets in the RRP, the sector leads are accountable for:

- effective coordinated inter-agency programme implementation, supported by common needs assessments/gaps and capacities analysis, programme design, evaluation and reporting to maximize impact, prevent overlap and minimize gaps;
- common advocacy and resource mobilization platforms; and,
- using Activity Info to monitor progress against key indicators and targets as set out in the RRP and follow-up with partners the reporting is accurate and complete.

Responsibilities

The Sector lead shares the following responsibilities:

1. Call meetings to set strategies and monitor progress toward common targets, and share summary action points with all partners;
2. Produces monthly Dashboard reports based on reported results by the WG members in the Activity Info database;
3. Promote inter-sectorial coordination between field level working groups and the central level WG;
4. Share information about needs/gaps analysis to guarantee a common understanding by all partners of the sector’s needs, to ensure that the strategy’s objectives and targets are met;
5. Encourage the use of common needs assessment and monitoring tools, and ensure timely and accurate reporting by all partners;
6. Promote the regular review of the sector strategy, and oversee that partners’ strategies are in line with the overall sector strategy and global standard specific to the sector;
7. Provide relevant inputs to the RRP and other regional processes;
8. Provide technical support to partners;
9. Participate in all inter-sectoral inter-agency meetings and other relevant inter-agency processes to ensure that appropriate linkages are made with other sector’s objectives and strategies;
10. Facilitate the relationship with relevant Government counterparts and the donor community, and identify common advocacy messages. Participation of line Ministries will be solicited through MOSA;

11. Devise communication strategies towards beneficiaries; and


Responsibilities of the Core Group

A Core Group (CG) has been established for more in-depth review and guidance on matters of concern to the WG. In addition to the (co)-lead organisations of the WG, Al Majmoua, IRC, Save the Children, FAO and ILO are member of the CG.

The core group members have been identified on basis of their interesting and based on their level of (a) operational engagement in the response under the RRP, (b) representation of the various stakeholders in the sector, and (c) participation in sector working groups. Co-leads are *ex officio* members of the CG, and will report to the full membership of the WG on the work by the CG. The CG will:

- Develop the sector strategy, including with respect to setting priority interventions, targets and indicators;
- Provide strategic oversight on the prioritization of resources within the sector and on the division of labour amongst the sector’s partners;
- Monitor implementation of the sector’s objectives against the RRP and assist in the identification of significant gaps;
- Validate common processes related to the sector’s response, such RRP appeals, mainstreaming LH in other sectors, targeting, or use of common data collection and information management tools; and,
- Support internal and external evaluation of the sector, and sharing of lessons learned.

Priority areas for the WG

Establish a common livelihood strategy with criteria and policy guidance for the selection of projects, including:

- Identify priority communities for livelihood interventions in ref to GOL, Unicef, UNDP and UNHCR countrywide vulnerability index and burden mapping.
- Establish linkages between the LH WG and the Roadmap for Stabilization of the Government.
- Develop (inter-sectorial) guidelines and/or SOPs for priority areas to promote coordination and quality delivery of programmes.
- Define assessment/research necessary to inform strategy particularly in relation to identification of new potential markets and livelihood assets of targeted population

Prevent duplication and overlapping services through:
• Mapping of “Who/What/Where”

• Promoting the use of Activity Info among all members of the WG for RRP and non-RRP funded projects.

• Harmonizing reporting, evaluation and monitoring mechanisms to ensure efficient coordination among actors in all livelihood activities targeting refugees and host communities

• Close coordination with other WGs with livelihood components to ensure complementarity of strategies, programmes and activities e.g. WASH WG, Social Cohesion WG, Cash WG, Education WG etc.

Optimize results of livelihood sector

• Share experiences and lessons learned

• Compile Lessons-Learned and Best Practices of livelihood programmes/activities and review progress, performance, synergies with other related activities and overall impact

• Support training and capacity building of humanitarian partners and national actors on livelihoods

• Facilitate inter-agency referral of beneficiaries to take advantage of complementary services

• Coordinate fundraising efforts and develop a joint fundraising strategy

• Advocate to include refugees in other UN/bilateral livelihood development programmes