

Regional Cash and Voucher Assistance Community of Practice

- MENA Region -

Terms of Reference

Background

Cash and Voucher Assistance (CVA) is one of the most rigorously evaluated and well-researched humanitarian tools of the last decade. Evidence shows notable benefits to the population, local economy and markets through the appropriate provision of this form of assistance. There remains a need within the humanitarian sector to scale up its ability to deliver CVA to increased numbers of people in need, in diverse locations and contexts, and across sectors.

The Movement has extensive experience implementing CVA programmes in a variety of crisis contexts for more than three decades. In the past ten years, the Movement increased its use of CVA to meet a wide range of basic needs using multi-purpose, unrestricted cash transfers (MPCA). Due to this fast-growing interest in using CVA in emergencies, the Movement is focusing its efforts and resources in this area of programming.

In line with the IFRC Strategy 2030, the CVA Plan of Action developed for the MENA Region identified the constitution of a Regional Cash Working Group (RCWG) as a priority to support preparedness and CVA implementation and coordination capacity for the RCRC Movement in the MENA region. The Cash leadership was also identified as one of the global flagships under the agenda for renewal, to ensure technical inclusiveness and opening to innovative ways of working; the RCWG – from now on CVA Community of Practice (CoP)- aims to bring together the CVA technical Focal Points from MENA National Societies and other Movement partners to be an essential platform for coordination, information management and peer support facilitation.

This CoP will be working closely with the MENA CVA Centre of Excellence (CoE) as articulated in the CoE terms of reference.

Objectives

Main objective

The main objective of the Community of Practice is to establish a space for technical coordination, collaboration and exchange on CVA activities, experiences and lessons learned among Movement partners in the Region with a focus of bringing the national experiences but also in support of country-level similar platforms/working groups.

Specific objectives

1. Ensure information sharing, harmonization, cross-fertilization and peer support between MENA National Societies;
2. Act as a collaboration platform in reaching out to NS to collect and verify regional CVA data to update the Cash Hub and Counting Cash initiative;
3. Provide the space to coordinate the provision of - or directly provide - technical advice with potential solutions that are efficient, effective and context appropriate to CoP member national societies;
4. Support the establishment of Movement National CWGs where possible and upon the request from the host national societies;
5. Ensure coordination between Movement partners in the mapping, preparedness, planning and implementation of CVA activities to ensure complementarity;
6. Liaise with the Cash Peer Working Group (CPWG) to request or recommend specific tasks/outputs identified as a priority for the Region;
7. Support coordination with the National CWG – where possible – and with external stakeholders;
8. Support the development and adoption of common tools and methods for assessment, registration, targeting and post-distribution monitoring;
9. Share regional learning materials, research and innovations for wider cash community learning on the Cash Hub and on the Regional Cash Centre of Excellence;
10. For sector-specific CVA, coordinate with and provide technical support to the relevant thematic teams/leads/units to ensure that the modalities of intervention – including distribution, transfer value, monitoring and evaluation – are tailored to their specific needs and objectives;
11. Promote community engagement, Protection- and Gender-specific considerations and strategies for mitigating risks in CVA programming, with due consideration of humanitarian principles and Accountability to Affected Populations;
12. Elaborate a CVA-specific capacity development and events calendar for the MENA Region and linking opportunities with needs;
13. Flag updates, job openings, events and training opportunities for National Societies and Movement partners.

Structure

Membership

CVA technical focal points from MENA National Societies and Partner National Societies will be eligible to participate to the work of the CoP as full members. Each interested MENA National Society will appoint one technical CVA Focal Point; PNSs will appoint one Regional¹ CVA Focal Point each. The CoP activities will be facilitated by the IFRC Regional CVA Coordinator. A co-facilitator from MENA Host National Societies will be agreed by the CoP members to ensure continuity and enhance knowledge management transfer among the group members.

Task-specific sub-groups can be established for specific tasks, as identified by the CoP. Scope and duration of those sub-groups will be defined by the CoP members.

Members of the CoP will revise these Terms of Reference if needed (maximum twice a year) to ensure their relevance to the context; changes will be effective upon endorsement from member National Societies.

Meetings

The CoP will hold plenary meetings on a monthly basis. The frequency of meetings will be reviewed regularly; changes will be effective upon endorsement from member National Societies. Other Movement and external stakeholders can/will be invited to CoP meetings on an *ad-hoc* basis.

Documentation

The CoP work will be documented; minutes of the meetings will be made available to the members and the wider movement, if requested. A Microsoft Teams site/channel will be created for this purpose. The CoP facilitators will maintain an up-to-date log of decisions, risk register, documents developed, and planning tracker.

The CoP Facilitators will provide a progress report on activities every other month (6 reports a year) to members and the IFRC Regional Office; reports will be submitted to the CPWG to coincide with CPWG meetings, to be included in the minutes as updates.

¹ The PNS regional focal point will facilitate coordination with other CVA Delegates of the same PNS and who are deployed in the region.