

A meeting was convened to discuss CHAP Project Sheets on Tuesday, 3<sup>rd</sup> November 2009 at 3.00 p.m. at UNHCR.

Participants included:

Drene Sariiffodeen	UNHCR	Associate Programme Officer
Alejandro Ruiz-Acevedo	UNOPS	Project Development Officer
Giovanni Cassani	IOM	Emergency Shelter Coordinator
David Evans	UN-HABITAT	Chief Technical Advisor
P. Rubenthiran	FORUT	Humanitarian Coordinator
Sanja Saputantri	CARE	Head of RSS
Irene Fraser	CARE	Programme Director – North
Thavitha Siriwardena	OXFAM GB	Manager – Policy
S. Srikanan	OXFAM GB	Funding Coordinator
Julio Sosa	Malteser International	Programme Coordinator
N. Ganeshan	NRC	Project Coordinator
Rob Delaney	NRC	Shelter Programme Manager
Glenn Costes	NRC	Shelter Programme Coordinator
Lucie Kinkorova	PIN	Financial Director
Rajinda Jayasinghe	Relief International	Country Director
Shunsuke Yamamoto	SCiSL	Actg. Operations Manager
James Stephenson	UMCOR	SHARE Program Manager
T.T. Mayuran	CHA	Programme Officer
Dinesh Thanlpawila	UNHCR	Liaison Officer
Nilkanthi Naranpanawe	UNHCR	Shelter Assistant

Following are salient points of the discussion:

1. UNHCR shared with the participants a draft copy of the CHAP submission and requested for inputs in track-change mode. Also a copy of the CHAP format from OCHA was shared in order to enhance the discussion.
2. Ascertaining “Priority Level” in the funds requests:  
UNHCR stated that in collating the project sheets it became apparent that all agencies requested for immediate intervention. In order to ascertain the priority levels activities needed to be categorised in three categories – Immediate, High and Medium.

The discussion took the form of how the shelter needs and costs will be categorised in capturing activities and budgets for the three different categories. The group agreed on the following:

Immediate:

- Shelter type: Tarpaulin Kits/A-Frame (US\$ 50) + Musalli shelter (US\$ 750) + House Repairs
- Budget: Maximum ceiling of US\$ 800.

High:

- Shelter type: Core housing or House Repairs
- Budget: Between US\$ 800 to US\$ 1,500

Medium:

The group felt that all projects should fall under Immediate and High categories leaving the 'medium' category to be absorbed by the Early Immediate Recovery cluster.

3. Area of Intervention:

The need to indicate the area of intervention was discussed. Some agencies felt that in actually indicating the area of implementation may cause discomfiture with the GoSL. It was also discussed that since the access issue has been addressed in the assumptions humanitarian agencies may not be in an awkward situation by indicating the implementation area.

4. Beneficiaries:

Agencies were requested to be more precise in the calculation of the family size; the agreement was to include 4 members in comprising a family.

In the CHAP format a matrix addressing the affected population versus beneficiary population brought to the forefront the need to be precise as much as possible in selecting the beneficiary population. Agencies felt that during the project submission stage it may appear that there will be more beneficiaries vis-à-vis the affected population, as projects will be overlapped in the field level. Agencies agreed that this will need to be closely monitored and sorted.

5. Shelter Cluster Policy Priorities:

Participating agencies requested UNHCR to convene another discussion in addressing the policy issues that has been somewhat concluded in the field level shelter meetings. This, agencies felt, was of dire importance.

6. Cancellation of the regular shelter meeting held on Thursdays:

Since agencies needed to rework the project sheets that were due by COB Thursday, convening another meeting during the week was not necessary.

UNHCR  
Colombo  
3<sup>rd</sup> November 2009

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