

FINAL
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UKRAINE NGO ACTION PLAN
2019

❖ Advocacy

Goal: Promote the welfare of conflict-affected populations by influencing policy and legislation as a unified NGO voice.

Objective 1

Address legislative and political obstacles restricting the operational success of the NGO community; VAT reimbursement and personal income taxation, NGCA Access, NGO registration, and the draft law on humanitarian activities in crisis situations.

1. Draft NGO Forum Advocacy Strategy and Action Plan.
2. Convene NGOF advocacy working group once a month to discuss priority issues and collective action.
3. Conduct meetings with Members to discuss NGCA access issues and draft paper documenting situation with NGOF position.
4. Collaborate with UN agencies, HC/RC, donors, and diplomatic missions on negotiating access for NGOs.
5. Conduct meetings with Members to discuss VAT issues and draft paper documenting situation with NGOF position.
6. Conduct meetings with Members to discuss registration issues and draft paper documenting situation with NGOF position.
7. Consult with Members, UN, donors, and diplomatic missions to discuss the draft law on humanitarian activities in crisis situation; and draft paper documenting situation with NGOF position.
8. Present advocacy positions to GoU, donors, diplomatic missions, the UN, and the international community, while lobbying for change.
9. Participate on the UN Social Cohesion Advocacy working group.
10. Present advocacy concerns to donors and Embassies.

Objective 2

Champion and support the aid community on issues compromising the health and well-being of conflict-affected populations; rights to pensions and social benefits, freedom of movement, and access to essential services.

1. Draft NGO Forum Advocacy Strategy and Action Plan.
2. Convene NGOF advocacy working group once a month to discuss priority issues and collective action.
3. Consult with UNHCR, OHCHR, IOM and other relevant stakeholders to discuss collaboration supporting joint campaigns.
4. Conduct field visits with donors and decision-makers to discuss advocacy issues with local NGOs.
5. Organize roundtable discussions with local authorities to inform and influence officials on laws, norms, regulations, accountability, etc.
6. Participate on the UN Social Cohesion Advocacy working group.
7. Present advocacy concerns to donors and Embassies.

❖ Coordination

Goal: Contribute to building an effective, inclusive, and contextualized response through systematic and complementary collaboration.

Objective 1

Represent the NGO community at the local, national, and regional level to influence policy and process by providing operational perspective.

1. Participate in the Humanitarian Country Team meeting every month to provide NGO insights and positions on discussion topics.
2. Participate in the Inter Cluster Coordination Group meeting every month to provide NGO insights and positions on discussion topics.
3. Co-lead the Humanitarian Communications Sub-Group to collaborate on strategic communications and messaging.
4. Participate in the General Coordination Meeting each month to receive updates and participate in discussions.
5. Conduct meetings with donors and the diplomatic community to share information and concerns regarding the humanitarian response and avenues for engagement.
6. Conduct meetings with the UN community (specifically OCHA and HC/RC) to share information and enhance coordination and outreach.
7. Conduct meetings with GoU Ministries (specifically MToT and representatives) to build relationships, discuss concerns, and coordinate activities.
8. Facilitate dialogue between local NGOs and local authorities to build relationships and foster cooperation.
9. Participate in external events and present on behalf of NGO Forum when requested.
10. Co-lead the Protection against Sexual Exploitation and Abuse task force with OCHA.
11. Organize meetings to facilitate the humanitarian to development transition.
12. Coordinate with OCHA on HDN initiatives.

Objective 2

Facilitate strategic dialogue among NGOs to address operational, programmatic, and advocacy issues.

1. Organize a monthly Steering Committee meeting to discuss priority issues, review documents, make decisions, etc.
2. Organize a monthly NGO Forum meeting to discuss priority issues, with invitations to donors, cluster leads, MToT, and other stakeholders to create dialogue.
3. Disseminate documents and information products among Members to generate discussion and solicit feedback/clearance.
4. Meet with NGO Members individually to gather information about their organization and response efforts, as well as their perspective on the role and responsibilities of the Forum.

5. Organize field meetings in eastern Ukraine for local and international NGOs to exchange information and discuss local challenges and concerns.
6. Facilitate discussion groups on themes relevant to the Ukraine context.

❖ Knowledge Management

Goal: Promote the operational and programmatic success of the aid community through the exchange of critical information and messaging with relevant stakeholders.

Objective 1

Highlight the efforts and achievements of Forum Members through strategic communication channels and social media to generate national and global attention.

1. Attend the Humanitarian Communications Sub-Group to collaborate on strategic communications and messaging.
2. Redesign the Forum’s website into an “open format” allowing for Membership participation in posting relevant articles, press releases, success stories, event information, etc.
3. Update the Forum’s Facebook page regularly with relevant articles, press releases, success stories, event information, etc.
4. Meet with donors and relevant stakeholders to share information on the Forum’s activities and outcomes.
5. Amplify information and messages of local NGOs by translating FB and Twitter feeds into English for wider distribution.

Objective 2

Distribute critical information and insights among Forum Members and the aid community to encourage transparency and increase access to strategic discussions and executive decisions.

1. Distribute highlights and key messages from HCT, ICCG, and HCSG meetings to Forum members.
2. Draft and share weekly notes on the tasks and events of the Secretariat, including highlights from meetings with donors, UN, etc.
3. Disseminate notes, messages, reports, invitations, and articles from the aid community to Forum Members.
4. Convert capacity building training materials into information products.
5. Maintain leadership position as Sphere Focal Point, and provide information and access to guidelines and training.

❖ Capacity Building

Goal: Improve the efficiency and effectiveness of humanitarian and development interventions by increasing the technical and programmatic competencies of NGO staff.

Objective 1

Design and organize training and technical assistance initiatives for NGOs to advance their knowledge, skills, and abilities in managing and implementing humanitarian assistance programs.

1. Solicit feedback from NGO Members on their needs and requests for staff development, focusing on the needs of local staff.
2. Meet with other stakeholders to discuss their capacity building efforts and potential complementary initiatives.
3. Organize and conduct technical trainings as identified by NGOs.
4. Discuss other opportunities for professional development including mentoring, short-term assignments with INGO, job shadowing, etc.
5. Evaluate previous capacity building initiatives conducted by the Forum to determine impact.
6. Discuss collaboration with the Mental Health and Psychosocial WG, and the Age and Disability Technical WG identify opportunities to support these critical technical areas lead by the NGO community.

Objective 2

Design and organize training and technical assistance initiatives for NGOs to advance their knowledge, skills, and abilities in managing and implementing development assistance programs.

1. Solicit feedback from NGO Members on their needs and requests for staff development, focusing on the needs of local staff.
2. Meet with other stakeholders to discuss their capacity building efforts and potential complementary initiatives.
3. Organize and conduct technical trainings as identified by local NGOs.
4. Discuss other opportunities for professional development including mentoring, short-term assignments with INGO, job shadowing, etc.