

Terms of Reference / Concept Note
Humanitarian Financing Strategy and Analysis Section
DRAFT

A. Overarching objective

The increasing number of actors, products and services in the field of blended financing creates opportunities to close the prevailing funding gap for humanitarian action. Collaboration is key to unlocking their full potential, while protecting the humanitarian imperative and ensuring a coherent response to emergencies. There is a need for a neutral, independent facilitator to bring actors together to minimize duplication, close gaps, and foster context-appropriate financing strategies that empower those best-placed to respond. OCHA is well-positioned in the multilateral system to provide this facilitating role, and foster the development and application of collective approaches, including the use of innovative financing, which are congruent with ongoing reforms and paradigm shifts that are shaping the future of humanitarian aid. To this end, OCHA is establishing the Humanitarian Financing Strategy and Analysis Section (HFSAS), a new entity within OCHA's Humanitarian Financing and Resource Mobilization Division (HFRMD).

B. Programme of work

Over the next four years, HFSAS will phase in a programme of work focused on promoting practical solutions and overcoming structural barriers to financing humanitarian action (e.g. challenges identified by the High-Level Panel on Humanitarian Financing). The programme will have three pillars:

1. **Collaboration** -to help the humanitarian system harness and put to work the knowledge and expertise of international financial institutions (IFIs), UN agencies, donors, private sector, civil society and academia-
2. **Analysis** -to understand the advantages and limitations of different approaches, models, instruments and tools that the system uses to finance humanitarian action, including innovative financing, and the extent to which they could operate in a more coordinated, mutually reinforcing, and compatible manner-
3. **Practice** -to pilot-test, scale up and mainstream best practices and innovations in humanitarian financing into humanitarian operations, in close collaboration with key field stakeholders-

In 2018, HFSAS will focus on laying the foundations of the programme, which could include the following types of activities:

1. **Developing and managing a network and dialogue platform on financing for humanitarian action.** HFSAS could carry out a stakeholder analysis to understand the different actors, interests, and incentives operating in -and around- the humanitarian financing system. HFSAS could, therefore, lead OCHA's institutional outreach to relevant actors and organizations and set up a network and dialogue platform or shared space where they can convene to exchange knowledge and foster collaboration. The network could rely on in-person meetings and events (e.g. conferences, seminars, roundtables), as well as on continued web-based interaction. As relevant, HFSAS will represent OCHA in -and link with- existing forums, including the IASC Humanitarian Financing Task Team, UNDG working group on financing, and work streams of the Grand Bargain, etc.

2. **Developing a suite of analytical products and tools.** HFSAS will work with in-house experts across the organization in headquarters and the field, as well as with partners in the sector such as IFIs, think tanks and academic institutions, to develop state-of-the-art products (reports, policy papers, etc.) and tools (e.g. online data analytics) that enhance the collective understanding and help shape the global debate on financing humanitarian action. In doing so, HFSAS will also provide an advisory and support service on humanitarian financing for OCHA's leadership as required (e.g. participation of the USG/ERC in the Joint Steering Committee to advance humanitarian and development collaboration).
3. **Applying new approaches and innovative financing in humanitarian operations.** HFSAS will support the testing and implementation of new models, approaches, and innovative financing in humanitarian operations, and support OCHA's adoption/integration of changes and innovations in humanitarian financing into existing practices and instruments like the humanitarian response plans (HRPs) and pooled fund mechanisms. In doing so, OCHA will contribute to catalyse and scale up change in practice. Likewise, HFSAS will keep itself abreast of experimentation and innovation stemming from the field to inform and feedback into policy dialogue and collaboration and the global level.
4. **Driving forward this new line of work 'in-house':** Capitalizing on the high-level contacts of the USG and ASG in this area, and in close coordination with Operations and Advocacy, Policy, Coordination, and the field, HFSAS will organize a series of in-house seminars with experts in the areas of risk insurance, Islamic social finance, multi-year approaches to programming, financing collective outcomes, forecast-based and risk-based financing, and the use of innovative financing in resource mobilization,

C. Staffing structure and profile of the section

HFSAS could start as a relatively small team comprised of a Section Chief (P5), a lead on Outreach and Strategic Partnerships (P4), a lead on Analytics and Knowledge Management (P4), and a Team Assistant (G5). In recruiting the team, OCHA should look for internal and external talent, and consider the possibility at a later stage of secondments from IFIs or other institutions that could contribute to the programme of work of the section and in building specialized knowledge within OCHA (e.g. a specialist on innovative financing). The individual job profiles and terms of reference will be further developed as part of OCHA's ongoing discussion (between February and April of 2018) on the organization-wide approach to humanitarian financing.

1. Chief of Section – P5: Team leadership and management; strategy development and implementation across priority areas; advocacy and engagement with partners including multi-stakeholder platforms and bilateral engagements to promote humanitarian financing; co-chair IASC HFTT; relevant experience and background in economics, international development, and humanitarian aid.
2. Outreach and Strategic Partnerships – P4: Lead the development of a network and dialogue platform on financing for humanitarian action. Identify and manage the relationship with key partners; ensure strategic engagement of OCHA in forums and processes relevant to humanitarian financing; keep track of initiatives and collaboration across the system; relevant experience and background in economics, international development, and humanitarian aid.

3. Analytics and Knowledge Management – P4: Analysis of financial mechanisms, tools and trends in humanitarian action; tracking and analyses of new and emerging financial tools and mechanisms; tracking of country-specific initiatives and best practices; data and research on thematic areas; manage institutional relationships on key analytical deliverables (reports, policy papers, data analysis, etc.); relevant experience and background in economics, international development, and humanitarian aid.
4. Team Assistant – G5: Support day-to-day operation and tasks for the section's activities.