

# ELECTIONS Co-Leaders



CASH  
WORKING  
GROUP



Inter-Agency Coordination  
Platform for Refugees and  
Migrants from Venezuela

REGIONAL CASH WORKING GROUP | R4V



# CO-LEADERSHIP ELECTION

## GUIDELINES

July 27th, 2021

The Regional CWG of the Regional Interagency Coordination Platform for Refugees and Migrants from Venezuela [cbi.rwg@gmail.com](mailto:cbi.rwg@gmail.com),

### 1. ELECTIONS

#### i. Justification

Two years have passed since the creation of the regional CWG under the current coordination structure in charge of the aforementioned organizations. In this context, it has been decided by the current coordination and technical partners to call an election process, to:

- Promote a transparent selection of the leadership
- Strengthen the involvement of organizations participating in the regional group
- Promote effective accountability to member organizations
- Take advantage of the closure (September 2021) of deployment exercised by Cashcap to the regional CWG component to support the transition.

#### ii. Guiding principles of the elections

- Transparency: the announcement, application, and election processes must be carried out openly to guarantee due access to information, involvement, and responsibility of all group members.
- Participation: the election process must be open to all R4V organizations. No progress should be made in bilateral election processes to the extent that it can generate an impact on the levels of involvement and legitimacy of the CWG.
- Objectivity: the rules and mechanisms for the election must be designed in such a way as to avoid conflictive situations concerning all phases of the process.
- Equity: the process must ensure that, at all times, organizations have the necessary elements to perform under conditions of equality to run for coordinators, be elected, or vote for their preferred candidate.
- Publicity: the process, as well as the rules and mechanisms for the election, the results, and all related acts, are to be widely disseminated.

#### iii. Coordination Structure

- The current coordination structure of the CWG follows the R4V Platform in that leadership is made up of: one agency of the United Nations Organization (UN); and one non-governmental organization (NGO), civil society organization (CSO), or member of the Red Cross and Red Crescent Movement.

#### iv. Duration of the coordination role

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- The position as co-leader will be maintained for one year, with the possibility of being automatically renewed for one more year (up to a maximum of two years) as long as (a) there is no agency with an interest in running for election, and/or (b) both co-leading agencies wish and can continue in their positions. The form will be validated collectively by a plenary session with CWG members, upon the completion of the first year of mandate.
- In the case either (a) or (b) are not complied, elections will be called, and the current leaders will finalize the mandate upon a year.
- A transitional period between co-leading couples should be guaranteed, to assure a smooth transition.

# I WANT TO APPLY TO BECOME A CO -LEADER

APPLY HERE UNTIL HASTA  
20/08/21

- The minimum criteria are exclusive to register as an applicant organization, as well as the criteria of adherence to humanitarian principles.
- Technical criteria, operational capacity and commitment to accountability will be evaluated by the collective based on the proposals of the applicant organizations.

**1:1**-The coordination shall be composed of two organizations acting as Co-Leads. A structure of one co-leadership role for a UN System agency and one co-leadership role for international, national Non-Governmental Organizations or from the International Red Cross and Red Crescent Movement

**ELECTIONS GUIDELINES HERE**

**v. Criteria for applying to become a co-leader**

- a. The minimum criteria are mandatory for registering as an applicant organization, as well as the adherence to humanitarian principles.
- b. The technical criteria, operational capacity, and commitment to accountability will be evaluated by the group based on the proposals of the organizations that apply (see Roadmap).

- **Minimum criteria**

The minimum requirements to apply for the coordination of the CWG R4V are that the applicant organizations:

- a. Have regional representation in Latin America and the Caribbean, understood as a capacity dedicated to a regional view/coordination of the work of response to the emergency through monetary transfers, and/or to provide support for the implementation to the countries from a representation regional.
- b. Have a presence in at least 3 countries under R4V

- **Adherence to humanitarian principles**

Applicant organizations must adhere to humanitarian principles in accordance with Resolution 46/182 of the United Nations General Assembly (December 19, 1991); the Partnership Principles approved in the Global Humanitarian Platform (July 12, 2007); and the principles of humanitarian coordination.

- **Technical criteria**

The co-leading organizations have:

- a. A broad portfolio of services aligned with the Group's strategic priorities, ideally complementary between the two co-leading organization.
- b. Broad coverage of population groups
- c. Knowledge and experience in coordination with different humanitarian actors, including governments and donors
- d. A level of technical expertise in the area of work that constitutes an added value for the CWG.

**vi. Operational capacity**

The organization:

- a. Has sufficient and suitable human and technical resources to assume the role
- b. Offers additional resources to consolidate the work of the CWG
- c. It includes the activities of the coordination role in the terms of reference (ToR) of the organization's member/staff dedicated to coordination, as well as in the organization's internal annual work plan or programming.

**vii. Commitment to accountability**

The organizations applying to be co-leaders of the R4V CWG must commit to installing and promoting accountability mechanisms vis-à-vis products generated, Terms of reference/technical support requested/provided to support the group; Participation and involvement of members; inter-agency coordination, impartiality, the performance of the CWG based on the annual work plan, time dedicated to the CWG, etc.

# I WANT TO VOTE

## ONE ORGANIZATION ONE VOTE

The organization can register as voter if:

1. It is member of R4V
2. It has a regional focal point
3. Attends/participates in meetings or initiatives promoted by the regional CWG

**In addition, organizations voting on behalf of the National CWG shall vote on behalf of the National CWG**

**REGISTER [HERE](#) HASTA 20/08/211**

You can contact the Coordination team at  
cbi.rwg@gmail.com

### viii. Criteria to vote in the elections

All organizations can register one voter only, this means, there is ONE vote per organization participant of the regional group and one vote per national CWG.

A member organization can register as a voter if:

- It is a member organization of R4V
- Has a regional focal point
- Attends/participates in meetings or initiatives promoted by the regional CWG

Organizations voting *on behalf of the National CWG* must:

- Vote on behalf of the Group
- Describe on the voting form the steps taken to vote on behalf of the group according to the mechanisms provided in each group (e.g. dissemination, discussion, rapid survey, etc.). This information will be public to all members upon the finalization of elections.

### ix. Roadmap

- 1) Convene a GTM- meeting to analyze and discuss the following guidelines 01/07 ([NFR](#))
- 2) Consult the Regional Coordination of the R4V Platform.
- 3) Meeting with the GTM - Regional Coordination team.
- 4) Integrate the result of the consultations to the guidelines document- 19/07 ([NFR](#))
- 5) Disseminates these guidelines, together with calls for proposals and forms - 27/07
- 6) Register organizations and voting focal points until 20/08 ([the registration form](#))
- 7) Launching of form for nominations and formulation of proposals 26/07 until 18/08 ([proposal form](#))
- 8) Send to all voting members PDF of candidate proposals (from form) - 20/08
- 9) August monthly meeting – 26/08 presentation of nominations, and online voting
- 10) The above two steps should be recorded in minutes that will be shared with all members at the end of the session, along with the annex of the results of the tool used for the voting process.

## ROADMAP

### KEY DATES



- **ORGANIZATIONS CAN REGISTER TO VOTE UNTIL AUGUST 20TH, 2021**
- **APPLICATION PROPOSALS TO ORGANIZATIONS THAT APPLY FOR CO LEADERSHIP ARE ACCEPTED UNTIL AUGUST 20TH, 2021**
- **VOTE ON AUGUST 26TH, 2021**

## 2. FREQUENTLY ASKED QUESTIONS

### i. What is R4V?

In April 2018 the UN Secretary-General provided direction for IOM and UNHCR to lead and coordinate the regional response to the situation of refugees and migrants from Venezuela seeking access to basic rights and services, protection, as well as self-reliance and socio-economic integration. Further to this direction, the Regional Inter-Agency Coordination Platform was established as a forum to coordinate the response efforts across 17 countries of Latin America and the Caribbean, with a particular focus on achieving coherency and consistency throughout the response.

At national and sub-regional levels, the Regional Platform is complemented by local coordination mechanisms. Dedicated National and Sub-regional Platforms, collaborating closely with host governments are charged with the operational coordination and implementation of the Regional Refugee and Migrant Response Plan (RMRP). Such coordination platforms are in place in Brazil, Chile, Colombia, Ecuador, and Peru - at national levels - and in the Caribbean, Central America & Mexico, and Southern Cone - at sub-regional levels. Their configuration is based on each situational context and the operational capacities of governments and RMRP partners, taking into account existing coordination structures.

### ii. Is there any Cash Working Group under the Regional Coordination Platform -R4V?

Yes. The Regional Cash Working Group is co-led by the **World Food Program (WFP)** and the **International Federation of Red Cross and Red Crescent Societies (IFRC)**. The overarching goal of the group is to: *support national responses through national / sub-regional platforms with Cash and Voucher Assistance (CVA) design, implementation, M&E phases, and all response processes related to CVA.* **You can find ToR and workplan ([here](#))**, to be updated for 2021. In addition, from April 2020 until August 31st, the group has the technical support of a CashCap expert, hosted by IFRC Americas. Contact [here](#).

### iii. Why is it important to have a Regional Cash Working Group?

Besides technically supporting national responses, the RCWG aims to promote the cross-fertilization of knowledge between national groups working in the Refugee and Migrant Response, for example, in terms of assessments, targeting, delivery mechanisms, payment methods, or monitoring of results, to name a few.

Moreover, the RCWG fosters the coordination of cash responses with other sectors and intersectoral issues under the R4V, to enhance the impact and ensure efficiency. It also liaises with other platforms and actors from the humanitarian and development spheres trying to seek coherence, aligning visions, and integrating cross-cutting issues such as gender, age, and diversity.

The RCWG procures visibility of national cash working groups in regional and global forums. Finally, the RCWG aims to provide technical advice to national responses, seeking to contribute to the strengthening of national systems and ensuring sustainability while delivering timely responses.

### iv. What is the role of the Coordination team?

You can contact the coordination team at [cbi.rwg@gmail.com](mailto:cbi.rwg@gmail.com), request to be added to the dissemination list (more than 100 members), access to work documents [RCWG-drive](#), [YouTube Channel](#) and key documents, and dashboard [Here](#). In line with the ToRs, among many activities, they:

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- facilitate the monthly regional meetings<sup>1</sup>. You can have access to [Notes for the Record \(here\)](#), the meeting is in Spanish and through an online platform (link sent by invitation to all members).
- support the (Co) leadership and Secretariat roles and ensure workplan's activities respond better to the changes of needs and ways of working that the COVID-19 crisis is bringing and address the needs of regional partners and national CWG both in the short and the medium term.
- engage (and backstop, if needed) actively with the different National CWGs and CVA focal points in Subregions and with Regional Sector leads to engage and support CVA discussions/guidelines/workplan, when required, to achieve Sector outcomes and promote the exchange of tools, experiences, and key information on gender, GBV, and CVA.
- support the Regional Refugee and Migrant Response Coordination (**R4V**) with relevant briefings and updates regarding the evolving situation on cash assistance responses under the Platform (twice a month).
- support the planning, implementation, and monitoring of the CVA responses for the Refugee and Migrant Response Plan 2020/21. i.e. *Provide technical input to the cash elements of the Refugee and Migrant Regional Plan review process (April-May 2020) to the COVID-19 situation (here); develop [guidance](#) and provide technical support to the Planning phase of the RMRP 2021 [bit.ly/RMRP2021](http://bit.ly/RMRP2021); cross-fertilize and learn from national focal points*, in collaboration with other learning platforms and networks.
- Work closely with the Regional Coordination Platform team and WGs such as Information Management ([here](#)), Fundraising and Communication with Communities; and Sectors, namely Integration, WASH, [GBV subsector](#), Protection, Shelter ([October/April](#)), Transportation, Education, Nutrition, Health, and Food Security.
- The Group will continue working collectively, reinforcing its workplan to actively contribute to addressing the capacity needs, bottlenecks, and strategic opportunities identified by regional partners and national responses to assist refugees and migrants from Venezuela in affected Latin American and Caribbean states for 2021.

### v. Who is a member of the RCWG?

The group is made up of partners of the Regional and National Coordination Platforms for Refugees and Migrants from Venezuela either directly implementing, supporting, interested, or planning to design Cash and Voucher Assistance. The CWG has a collective membership and way of working, meaning it relies on the CWG members' active participation to achieve its goal.

- Partners, sector leads, and national platforms co-facilitate, present, or share different initiatives in monthly meetings
- Partners actively participate in the online monthly meeting and discussions, providing inputs and feedback to the Coordination team on the Group's activities, guidelines, initiatives, and workplan.
- Partners, sector leads, and national platforms work collaboratively to achieve activities of the regional workplan (*ongoing*)
- Implementing partners under the R4V report activities and modalities of assistance through the information Management mechanisms available (*Activity info*) to provide all the data concerning assistance provided by R4V partners towards refugees, migrants, and host communities ([Dashboards](#))
- The group enables and facilitates activities involving local authorities, local NGOs, grassroots organizations and bringing refugees', migrants' and host population's views, needs, and priorities into decision making (*pending*)

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<sup>1</sup> Meetings period April- December 2020. May 21st, June 18th, July 16th, August 13th, September 19th, October 8th, November 5th, December 3rd.



vi. How does the group link up with other Platforms?

The Group engages and collaborates with many platforms, ensuring technical forums work collaboratively and aim for consistency and coherence to support programmatic and operational CVA responses. The Coordination team members work closely, support, and/or collaborate in dissemination in different meetings, events, and initiatives with REDLAC, CaLP Américas, CashCap, WASHLAC, CashHub, Gran Bargain Cash Workstream Sub Working Group, Global CWG, etc.

For example, during the first semester, REDLAC and RCWG convened a regional learning event on the link between CVA and social protection with more than 20 panelists from National Governments, UN Agencies, International NGOs, Red Cross, and National NGOs. Here you can find the systematization of the event that reached more than 200 participants online and more than 300 on the YouTube Channel with simultaneous translation service.

Co-led by



Technical secretariat



Technical support by

