

For 'new-line' in text fields pres [ALT] and [ENTER] keys on keyboard (do not insert spaces to create line shift)
Please do not change the format of the form (including name of page) as this may prevent proper registration of project data.



For new proposals, please complete the tab for 'Project Document', 'Budget' and 'Locations'
Mandatory fields are marked with an asterisk

Project Document

1. COVER (to be completed by organization submitting the proposal)

(A) Organization*	United Nations High Commissioner for Refugees				
(B) Type of Organization*	<input type="checkbox"/> UN Agency <input type="checkbox"/> International NGO <input type="checkbox"/> Local NGO <input type="checkbox"/> UN Agency				
(C) Project Title*	Strengthening the Emergency shelter/NFI cluster coordination capacity in Mogadishu				
(D) CAP Project Code	Not required for Emergency Reserve proposals outside of CAP				
(E) CAP Project Ranking	Required for proposals during Standard Allocations				
(F) CHF Funding Window*	Emergency Allocation (Oct 2011)				
(G) CAP Budget	Must be equal to total amount requested in current CAP				
(H) Amount Request*	\$	110,159.00	Equals total amount in budget, must not exceed CAP Budget		
(I) Project Duration*	12 months		No longer than 6 months for proposals to the Emergency Reserve		
(J) Primary Cluster*	Shelter and Non-food Items				
(K) Secondary Cluster	Only indicate a secondary cluster for multi-cluster projects				
(L) Beneficiaries Direct project beneficiaries. Specify target population disaggregated by number, and gender. If desired more detailed information can be entered about types of beneficiaries. For information on population in HE and AFLC see FSNAU website (http://www.fsnau.org)		Men	Women	Total	
	Total beneficiaries	0	0	100	
	Total beneficiaries include the following:				
	Staff (own or partner staff, authorities)	0	0	100	
		0	0	0	
	0	0	0		
	0	0	0		
(M) Location Precise locations should be listed on separate tab	Regions	<input type="checkbox"/> Awdal <input type="checkbox"/> Banadir <input type="checkbox"/> Bay <input type="checkbox"/> Gedo <input type="checkbox"/> Juba <input type="checkbox"/> M Juba <input type="checkbox"/> Mudug <input type="checkbox"/> Sanaag <input type="checkbox"/> Togdheer <input type="checkbox"/> Bakool <input type="checkbox"/> Bari <input type="checkbox"/> Salgadood <input type="checkbox"/> Hiraaan <input type="checkbox"/> Shabelle <input type="checkbox"/> M Shabelle <input type="checkbox"/> Nugaal <input type="checkbox"/> Sool <input type="checkbox"/> W Galbeed			
(N) Implementing Partners (List name, acronym and budget)	1		Budget:	\$ -	
	2		Budget:	\$ -	
	3		Budget:	\$ -	
	4		Budget:	\$ -	
	5		Budget:	\$ -	
	6		Budget:	\$ -	
	7		Budget:	\$ -	
	8		Budget:	\$ -	
	9		Budget:	\$ -	
	10		Budget:	\$ -	
		Total	Budget:	\$ -	
	Remaining	Budget:	\$ 110,159		
Focal Point and Details - Provide details on agency and Cluster focal point for the project (name, email, phone).					
(O) Agency focal point for project:	Name*	Francisco Mejia	Title		
	Email*	mejiaf@unhcr.org	Phone*	2042222204	
	Address				

3. BACKGROUND AND NEEDS ANALYSIS (please adjust row size as needed)

(A) Describe the project rationale based on identified issues, describe the humanitarian situation in the area, and list groups consulted. (maximum 1500 characters) *	<p>UNHCR leads the Emergency shelter/NFI cluster in Somalia. At the Nairobi level, it has a dedicated officer who coordinates the cluster's activities and ensures a proper, harmonized intervention among members. In Mogadishu, however, UNHCR's capacity does not allow for one staff to be fully dedicated to coordination issues. Currently there are 11 local and 8 international partners attending the cluster meetings in Mogadishu, in addition to 3 UN agencies and OCHA. It is expected that the number of participants will increase in the near future as new partners identify needs and propose their interventions.</p> <p>On 20 September the humanitarian coordinator informed the decision to allocate 1 million USD to improve cluster coordination in Mogadishu. As the lead agency for the emergency shelter/NFI cluster, UNHCR presents for consideration the following proposal to improve the cluster's coordination at the Mogadishu level.</p>
(B) Describe in detail the capacities and needs in the proposed project locations. List any baseline data. If necessary, attach a table with information for each location. (maximum 1500 characters) *	<p>Estimates on the IDP population in Mogadishu vary between 150,000 to 300,000 persons. While humanitarian actors have provided some support to this population, the needs are still daunting. Many have not received any humanitarian support and lack shelter or basic domestic items, being exposed to the elements. Moreover, their precarious situation renders them more vulnerable to gender-based violence (GBV), abuse and exploitation. Humanitarian actors' interventions needs to be properly coordinated to ensure impact and eliminate redundancies. UNHCR has one permanent local staff based in Mogadishu and at least one international one on mission on a rotational basis. However, this does not allow having a fully dedicated staff to coordinate the Protection nor the Emergency shelter/NFI clusters.</p> <p>Through this proposal, UNHCR seeks to enhance the coordination capacities of the Emergency shelter/NFI cluster in Mogadishu. The approach focuses on three prongs: strengthened operational capacity for the lead agency, improved cluster coordination and enhanced information management with other clusters, donors authorities and other donors.</p>
(C) List and describe the activities that your organization is currently implementing to address these needs. (maximum 1500 characters)	<p>Since the declaration of famine on 20 July, over 27,000 emergency assistance packages (EAPs) have been distributed for 174,000 internally displaced persons (IDPs) in Mogadishu and southern Somalia.</p> <p>In all of Somalia nearly 270,000 IDPs have received emergency relief items throughout 2011, while 39,267 households have received emergency shelter kits. Moreover, through the Protection cluster UNHCR has coordinated the protection monitoring network and population movement tracking (PMT/PMN) systems.</p>

4. LOGICAL FRAMEWORK (to be completed by organization)

(A) Objective*	Improve the Emergency shelter/ NFI clusters response capacity in Mogadishu to more properly address the needs of IDP women, b	
(B) Outcome 1*	Reinforce the clusters operating capacity in Mogadishu	
(C) Activity 1.1*	Recruit one dedicated Cluster Support Officer	
(D) Activity 1.2	Support the mobilization and administrative costs for the Cluster Support Officer in Mogadishu	
(E) Activity 1.3		
(F) Indicator 1.1*	Enabling Programmes	Target* 1
(G) Indicator 1.2		Target
(H) Indicator 1.3		Target
(I) Outcome 2	Improve the clusters internal coordination mechanisms	
(J) Activity 2.1	Lead the Shelter/NFI clusters meeting in the field	
(K) Activity 2.2	Assess the training needs for cluster members in the field and propose joint capacity building activities, with special consideration to	
(L) Activity 2.3	Facilitate and coordinate the post distribution monitoring (PDM) of cluster-member activities in South Central Somalia	
(M) Indicator 2.1	Enabling Programmes	Target 12
(N) Indicator 2.2	Enabling Programmes	Number of cluster members staff participating in joint capacity bu Target
(O) Indicator 2.3	Enabling Programmes	Number of PDM exercises facilitated by the cluster Target
(P) Outcome 3	Enhance the clusters information sharing mechanisms with other clusters, UN agencies, donors authorities and relevant stake holde	
(Q) Activity 3.1	Maintain updated information disaggregated by age and gender on cluster members activities in the field (3W matrix, PDM results)	
(R) Activity 3.2	Prepare regular activity updates for sharing with other clusters, authorities, donors and relevant stakeholders	
(S) Activity 3.3		
(T) Indicator 3.1	Enabling Programmes	Target 26
(U) Indicator 3.2		Target
(V) Indicator 3.3		Target
(W) Implementation Plan* Describe how you plan to implement these activities (maximum 1500 characters)	<p>Through this proposal, UNHCR seeks to enhance the coordination capacities of the Emergency shelter/NFI cluster in Mogadishu. The approach focuses on three prongs: strengthened operational capacity for the lead agency, improved cluster coordination and enhanced information management with other clusters, donors authorities and other donors.</p> <p>The first prong will consist in the recruitment of a dedicated staff to assist the coordination of the cluster's activities. Under the supervision of the Cluster Coordinator in Nairobi, the Cluster Support Officer will lead the cluster's meetings and liaise with its members in the field.</p>	

5. MONITORING AND EVALUATION (to be completed by organization)

(A) Describe how you will monitor, evaluate and report on your project activities and achievements, including the frequency of monitoring, methodology (site visits, observations, remote monitoring, external evaluation, etc.), and monitoring tools (reports, statistics, photographs, etc.). Also describe how findings will be used to adapt the project implementation strategy. (maximum 1500 characters) *

The Cluster Support Officer will report directly to the Cluster Coordinator in Nairobi. The Support Officer will further produce bi-weekly reports on the cluster member's activities in Mogadishu and South Central. These reports will be validated by the cluster members to ensure accuracy and proper reporting. The Cluster Support Officer will involve major stakeholders in the monitoring of activities in the field. Through this officer, the cluster will develop or adapt adequate monitoring and evaluation tools specific to the South Central and Mogadishu context. Cluster member monitoring visits to the field will be shared with the support officer for coordination and possible combination into joint missions, where appropriate. Moreover, s/he will continuously update members' activities in the field, including 3W matrix, distribution reports and release of PDM results. The support officer will ensure that cluster members engaging in EAP distributions maintain a common approach to monitoring, consistent with the clusters strategy and reach. Finally, best practices will be recorded and shared among members to ensure a constant improvement to implementing, monitoring and evaluating approaches to interventions in South and Central Somalia. All these activities will allow the cluster to have more accurate and reliable information to plan future interventions and assess its activities in the field.

(B) **Work Plan**
Must be in line with the log frame. Mark "X" to indicate the period activity will be carried out

Activity	Timeframe					
	Please select 'weeks' for projects up to 6 months, and 'months' for projects up to 12 months					
	Month 1-2	Month 3-4	Month 5-6	Month 7-8	Month 9-10	Month 11-12
1.1* Recruit one dedicated C	X					
1.2 Support the mobilization	X	X	X	X	X	X
1.3 Lead the Shelter/NFI clu	X	X	X	X	X	X
2.1 Assess the training need	X	X	X	X	X	X
2.2 Facilitate and coordinate	X	X	X	X	X	X
2.3 Maintain updated inform	X	X	X	X	X	X
3.1 Prepare regular activity	X	X	X	X	X	X
3.2 Prepare regular activity updates for sharing with other clusters, authorities, donors and relevant stakeholders	X	X	X	X	X	X
3.3 0						

6. OTHER INFORMATION (to be completed by organization)

(A) **Coordination with other activities in project area**
List any other activities by your or any other organizations, in particular those in the same cluster, and describe how you will coordinate your proposed activities with them

	Organization	Activity
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

(B) **Cross-Cutting Themes**
Please indicate if the project supports a Cross-Cutting theme(s) and briefly describe how. Refer to Cross-Cutting respective guidance note

Cross-Cutting Themes (Yes/No)	Outline how the project supports the selected Cross-Cutting Themes.	Write activity number(s) from section 4 that supports Cross-Cutting theme.
Gender	Yes	The Cluster Support Officer will ensure that gender and age are mainstreamed.
Capacity Building		