

CHF Allocation Revision/No-Cost Extension Request Form

The CHF Technical Secretariat will compile all requests for the Humanitarian Coordinator's final review and approval. Requests sent directly to the HC will be delayed in processing.

For further CHF information please visit: <http://www.unocha.org/south-sudanfinancing/common-humanitarianfund> or contact the CHF Technical Secretariat.

Instructions:

Complete this request form and submit to the CHF Technical Secretariat at CHFsouthsudan@un.org and copy kizitoi@un.org. Any major changes made to the original allocation as stipulated in the approved project documents must have the endorsement of the cluster coordinator with final approval made by the Humanitarian Coordinator. No-cost extension requests should be well justified and submitted at least two weeks before expiration of approved project duration.

For CHF Technical Secretariat:

<input type="checkbox"/>	AA/ UNDP Informed	Date: _____	By: _____
<input type="checkbox"/>	Cluster Coordinator Informed	Date: _____	By: _____
<input type="checkbox"/>	Grantee Informed	Date: _____	By: _____
<input type="checkbox"/>	CHF Database Updated	Date: _____	By: _____

Allocation ID (CHF TS to fill in): SA1/094/13

Section 1 – Project Details

Date of Request	21 November 2013, Submitted 26 November 2013	Cluster	PROTECTION
Organization Name:	UNFPA	Contact Name:	Barnabas Yisa
Project Code:	SSD-13/P-HR-RL/55132/1171	Date of Allocation:	15 February 2013
Location:	Upper Nile, Jonglei ,Unity , Warrap, Central Equatoria	Contact Email/Tel No.:	yisa@unfpa.org +211956444486
Duration (start and end date as PPA/agreement):	20 May 2013 – 19 November 2013	Amount Allocated:	US\$210,000
Project Title:	Enhanced GBV multisectoral prevention and response, monitoring and coordination in South Sudan.		

Section 2 – Revision Type/Reason for No-Cost Extension

<p>Type of Revision: Indicate the type (s) of revision being requested.</p> <table border="0"> <tr> <td><input type="checkbox"/> Significant change in activities</td> <td><input type="checkbox"/> Change in location</td> </tr> <tr> <td><input type="checkbox"/> Change in outputs</td> <td><input type="checkbox"/> Change in budget</td> </tr> <tr> <td><input type="checkbox"/> Change in target beneficiaries</td> <td><input type="checkbox"/> Change in recipient org</td> </tr> <tr> <td><input checked="" type="checkbox"/> Change in project duration/NCE</td> <td>Other Specify: _____</td> </tr> </table> <p>No. of month requested <u>2</u> New end date: <u>31 January 2014</u></p>	<input type="checkbox"/> Significant change in activities	<input type="checkbox"/> Change in location	<input type="checkbox"/> Change in outputs	<input type="checkbox"/> Change in budget	<input type="checkbox"/> Change in target beneficiaries	<input type="checkbox"/> Change in recipient org	<input checked="" type="checkbox"/> Change in project duration/NCE	Other Specify: _____	<p>Reason for NCE: Indicate reason (s) for no-cost extension.</p> <table border="0"> <tr> <td><input type="checkbox"/> Insecurity</td> <td><input type="checkbox"/> Programmatic delays</td> </tr> <tr> <td><input type="checkbox"/> Inaccessibility</td> <td><input type="checkbox"/> Delays in finalizing PPA</td> </tr> <tr> <td><input checked="" type="checkbox"/> Staffing/recruitment delays</td> <td><input type="checkbox"/> Delays in disbursement of funds</td> </tr> <tr> <td><input type="checkbox"/> Internal admn delays</td> <td><input type="checkbox"/> Delays in organization's internal transfer of funds</td> </tr> <tr> <td><input checked="" type="checkbox"/> Procurement delays</td> <td><input type="checkbox"/> Delay in securing supplies from pipeline</td> </tr> </table> <p>Other Specify: _____</p>	<input type="checkbox"/> Insecurity	<input type="checkbox"/> Programmatic delays	<input type="checkbox"/> Inaccessibility	<input type="checkbox"/> Delays in finalizing PPA	<input checked="" type="checkbox"/> Staffing/recruitment delays	<input type="checkbox"/> Delays in disbursement of funds	<input type="checkbox"/> Internal admn delays	<input type="checkbox"/> Delays in organization's internal transfer of funds	<input checked="" type="checkbox"/> Procurement delays	<input type="checkbox"/> Delay in securing supplies from pipeline
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Section 3 – Level of Completion

Provide information what amount of grant and activities have been implemented. Exact amounts and percentages are not necessary approximate numbers are sufficient.

Amount of Funds Spent as of < 19 November 2013 >
 Amount of Funds Unspent as of < 19 November 2013 >
 Amount of Funds Committed But Not Spent by <19 November 2013>
 Percentage of Activities Completed as of < 19 November 2013 >

\$159,440	76%
\$11,410	5%
\$39,150	19%
95%	

Section 4

This section is	
OCHA South	
Endorse	<u>28/11/13</u> Review Date
Humanitari	
Approved	<u>29/11/13</u> Review Date



Section 5 – Revision Description and Justification

Description and justification of requested change		
<p>Please describe the requested changes to the original allocation and provide detailed background and justification for the proposed revision. CHF revision requests have to be submitted to the Humanitarian Coordinator for any significant changes in the following allocation parameters: major activities, implementation targets, location, allocation amount, recipient organization and/or recipient project, and project duration.</p> <p>To reallocate funds to a new project, please provide a detailed explanation for why the new project was chosen to receive the reallocation.</p> <p>Please provide revision details in the revision table in section 6 of this document.</p>		
<p>This request is for a no cost extension up to 31 January 2014.</p> <p>The project duration was 20 May 2013 to 19 November 2013. Implementation of the project was hampered by challenges in recruitment and retention of staff for the project and procurement of equipment and services. UNFPA had to undertake recruitment 3 times for this project. Although site assessments were done on time and procurement orders placed, the first supplier failed to deliver the goods and UNFPA had to resort to international procurement. The international supplier has advised of an unanticipated delay in delivery of goods. Suppliers of services in the states have taken time to provide all required receipts for payment of services to be made as per UN financial rules and regulations. Although funds are encumbered, new IPSAS rules on procurement will make it impossible for UNFPA to pay under the fund code of this project after it has expired. The 5% unutilized funds are for orientation on GBVIMS for Juba and Bor hospitals and Psycho-social actors in CES which could not be done in the absence of the IT equipment which has been delayed.</p>		
<p>List activities that were implemented during project period:</p> <ol style="list-style-type: none"> 1. Site Assessments for GBV service provision 2. GBVIMS Training for psycho-social actors 3. Printing and distribution of IEC materials 4. Radio broadcasts 5. Support to State working groups 6. Procurement of medical equipment 7. Sensitization on correct use of Form 8 		<p>List outstanding activities:</p> <ol style="list-style-type: none"> 1. Delivery of IT equipment 2. Orientation on GBVIMS for Juba and Bor hospitals and psychosocial actors in Central Equatoria
<p>Review remarks by cluster coordinator.</p>	<p>Name of reviewer</p>	<p>Lisa Monaghan</p>
<p>Explain the rationale to endorse or reject the request</p>		
<p>The Protection Cluster endorses the request of the NCE by UNFPA. The Protection Cluster was informed of delays in recruitment that further impacted upon the project. After discussion with UNFPA, delays on the side of the service provider coupled with UNFPA financial regulations, have impacted on project delivery. The Protection Cluster supports the request although has discussed this issue with UNFPA about resolving internal financial issues before any further CHF allocation is provided.</p>		
<p>Review remarks by CHF Technical Secretariat:</p>	<p>Name of reviewer</p>	<p>Federica D'Andreagiovanni</p>
<p>Protection cluster discussed and endorsed request for NCE upto 31 January 2014 to enable UNFPA carry out orientation on GBVIMS for Juba and Bor hospitals and psychosocial actors in Central Equatoria</p> <p>CHF Technical Secretariat reviewed and asked UNFPA to provide missing information. The requested information was provided.</p>		

6 - Revision Details		Original CHF Allocation(s) Details of the original CHF allocations (please insert information from allocation tables).	Proposed Revised Allocation(s) Details on proposed revised allocations.																																											
Output	Improved access to life saving treatments on time and in a confidential and safe space in Bor State Hospital and Juba Teaching Hospital.		No change																																											
Key Activities	<ol style="list-style-type: none"> 1. Deploy 1 GBV Coordinator to Malakal for Greater Upper Nile 2. Procure examination equipment and improve confidentiality of examination rooms in Juba and Bor hospitals 3. Procure equipment and supplies for documenting cases at Juba, Malakal and Bor hospitals. 4. Train GBV Actors providing services in the 7 flash point states on data collection and entry for monitoring and reporting on GBV. 5. Train and mentor state level actors on GBV prevention and response programming through GBV state working group meetings in Bor, Malakal, Bentiu and Kwajok 6. Sensitize police, health and social workers in Juba, Bor, Malakal, Bentiu and Kwajok on the appropriate use of Form 8 and ensure that GBV survivors can access lifesaving emergency medical care. 7. Broadcast GBV prevention messages and information on GBV services through a weekly radio program in English and Arabic. 8. Distribute IEC materials at food distribution points and transit sites. (6000 women; 1500 girls; 3000 men; 1500 boys) 9. Conduct rapid assessment on GBV in selected sites. 10. Support GBV Working group meetings in Bor, Malakal, Bentiu and Kwajok. 		No change																																											
Locations (specify county):	Malakal, Bor South, Bentiu, Kwajok, Juba		No change																																											
Beneficiaries:	Women-6000; girls-1500; men-3000; boys-1500		No change																																											
Duration:	20 May 2013 – 19 November 2013		20 May 2013 – 31 January 2014																																											
Indicative CHF Budget:	<table border="1"> <thead> <tr> <th colspan="2">Relief Items and Transportation</th> </tr> </thead> <tbody> <tr> <td>Personnel</td> <td>63,000</td> </tr> <tr> <td>Staff Travel</td> <td>21,600</td> </tr> <tr> <td>Training/Workshop/Seminar/Campaign</td> <td>74,000</td> </tr> <tr> <td>Contracts/ Sub grant</td> <td></td> </tr> <tr> <td>Vehicle Operating and Maintenance Costs</td> <td>13,261</td> </tr> <tr> <td>Office Equipment and Communication</td> <td>24,400</td> </tr> <tr> <td>Other Costs</td> <td></td> </tr> <tr> <td>Programme Support Costs (PSC)</td> <td>13,739</td> </tr> <tr> <td>Audit cost (NGOs only)</td> <td></td> </tr> <tr> <td>Total:</td> <td>210,000</td> </tr> </tbody> </table>	Relief Items and Transportation		Personnel	63,000	Staff Travel	21,600	Training/Workshop/Seminar/Campaign	74,000	Contracts/ Sub grant		Vehicle Operating and Maintenance Costs	13,261	Office Equipment and Communication	24,400	Other Costs		Programme Support Costs (PSC)	13,739	Audit cost (NGOs only)		Total:	210,000	<table border="1"> <thead> <tr> <th colspan="2">Relief Items and Transportation</th> </tr> </thead> <tbody> <tr> <td>Personnel</td> <td>63,000</td> </tr> <tr> <td>Staff Travel</td> <td>14,000</td> </tr> <tr> <td>Training/Workshop/Seminar/Campaign</td> <td>81,600</td> </tr> <tr> <td>Contracts/ Sub grant</td> <td></td> </tr> <tr> <td>Vehicle Operating and Maintenance Costs</td> <td>13,261</td> </tr> <tr> <td>Office Equipment and Communication</td> <td>24,400</td> </tr> <tr> <td>Other Costs</td> <td></td> </tr> <tr> <td>Programme Support Costs (PSC)</td> <td>13,739</td> </tr> <tr> <td>Audit cost (NGOs only)</td> <td></td> </tr> <tr> <td>Total:</td> <td>210,000</td> </tr> </tbody> </table>	Relief Items and Transportation		Personnel	63,000	Staff Travel	14,000	Training/Workshop/Seminar/Campaign	81,600	Contracts/ Sub grant		Vehicle Operating and Maintenance Costs	13,261	Office Equipment and Communication	24,400	Other Costs		Programme Support Costs (PSC)	13,739	Audit cost (NGOs only)		Total:	210,000
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