

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): 13/SA2/0355

Section 1 – Project Details

Date of Request	28 January 2014	Cluster	Protection
Organization Name:	American Refugee Committee (ARC)	Contact Name:	Hilde Bergsma
Project Code:	SSD-13/P-HR-RL/55119/R/5586	Contact Email/Tel No.:	spc@arcsouthsudan.org
Location:	Northern Bahr el Ghazal	Date of Allocation:	16 August 2013
Duration (start and end date as PPA/agreement):	Sep 1, 2013 – Feb 28, 2014	Amount Allocated:	US\$327,918
Project Title:	Provide assistance and support to survivors of gender-based violence and improve prevention in the priority states of WBeG, NBeG, Warrap and Upper Nile.		

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 2 (Two) New end date: 30 April 2014</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 checked="" 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 type="checkbox"/> Procurement delays</td> <td><input type="checkbox"/> Delay in securing supplies from pipeline</td> </tr> </table> <p>Other Specify: _____</p>	<input checked="" 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 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 < **30 November 2013** >

Amount of Funds Unspent as of < **1 December 2013** >

Amount of Funds Committed But Not Spent by < **31 January 2014** >

Percentage of Activities Completed as of < **31 January 2014** >

\$ 45,847.09	14%
\$ 282,070	86%
\$ 282,070	86%
86%	

Section 4

This section is for the approving official's review.

OCHA South Sudan:

Endorsed by **Mr. Vincent Lelei**, OCHA Head of Office, South Sudan

Review Date _____

Humanitarian Coordinator, South Sudan

Approved by **Mr. Toby Lanzer**, DSRSG/RC/HC/UNDP RR, South Sudan

Review Date _____

Section 5 – Revision Description and Justification**Description and justification of requested change**

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.

To reallocate funds to a new project, please provide a detailed explanation for why the new project was chosen to receive the reallocation.

Please provide revision details in the revision table in section 6 of this document.

The current security situation in South Sudan led ARC to evacuate the Aweil-based GBV Manager for six weeks starting in mid-December. During this time, local Aweil staff had limited operational capacity, money transfers from Juba to Aweil were impossible as banks were not operational, and local partners were also not active. Program implementation during this period was extremely limited. In addition, due to delays in staff recruitment and hiring of the field office, the project activities which was designed to be implemented over a period of six months (September 1, 2013 – February 28, 2014) started in Nov 1, 2013. This reduced the project implementation period to four months. For these reasons, ARC is requesting a two-month no-cost extension.

In response to the 2013 second round allocation request for proposals, ARC submitted for GBV activities in Aweil to the Protection cluster in late July/August., though

Details of activities completed to date are as follows:

- Renovate/ Set up of Women Centers – ARC will use the women center to improve women and girls access to services and provide a safe place for them to gather and socialize. The center will be used to host a variety of activities and services including:
 - Individual counseling and emotional support from survivors of sexual violence, to address their needs:
 - Discussion and information-sharing sessions on specific topics relevant to women and girls, health and sanitation, violence and childcare:
 - Recreational activities such as sport, dancing, drama etc
 - Meetings have been held with Women association and Ministry of Gender and Social Welfare to do renovation of existing women centers and set up new centers. Memorandum of Understanding was signed between NBeG General Women's Association, MoGSW and the ARC on the responsibilities of signatory partners and the use of the center. ARC has already done the renovation of the Women Center in Aweil town including fencing, counseling room and latrines.
- Meetings have been made with Women association in Aweil North, Aweil West and Aweil West Counties women association to discuss on the establishment of temporary women centers in their respective counties. ARC has plan to start setting up of women centers in mid February.
- Case management, psychosocial and legal support for survivors of GBV in the returnee settlements in Aweil North, Aweil West, Aweil Center and Aweil North.
- As of November's data: Case management and psychosocial support has been directly provided to 8 survivors of GBV in Aweil West and Aweil town as recorded through the GBV IMS.
- 16 Days of Activism in Collaboration with NBeG Ministry of Gender and Social welfare in three counties including Aweil Town
- Special Protection Unit was provided with in-kind support (bicycles and stationary supplies) purchased and ready for distribution. Training plan developed and pending implementation (communication with UNMISS police done to help co facilitation)
- Community Peer Educators were selected in Apada (Aweil returnee site) and in Aweil west I consultation with community gate keepers and training plans were already planned
- Radio messages and IEC material spread in the targeted communities about response referral system in place, with specific focus on sexual violence and forced/early marriage, reaching about 17.000 people.
- Meetings have been held with radio stations in Northern Bahr El Ghazal, and with the Ministry of Information in order to access the GoSS state radio station. ARC had also established linkages with community drama groups to develop radio playback dramas and plans to broadcast the dramas on a daily basis and culminate in a weekly live discussion on each topic. Broadcasting is expected to be started in mid February 2014.
- IEC material original works have already been developed by a local artist. The process of developing the materials has taken longer than anticipated as ARC has chosen to work with an artist who would ensure the cultural and social appropriateness. Currently the materials are under review by the ARC GBV Team. The materials will be also tested in the community to ensure that the correct messages are portrayed. Materials will be printed by end of February.
- Vehicle running costs (fuel): Fuel prices have increased steadily since the time the project was originally budgeted. Additional support to this line is needed to sustain activities over the extension period.
- Vehicle repair and maintenance: Additional support is needed to keep the vehicle operational over the extended project period.
- Juba office and guesthouse: Increased operational costs, such as rising fuel prices, have increased the rental costs for the Juba office and guesthouse.
- Office supplies: Additional support for this budget line is needed for the extended period of the project.

<p>List activities that were implemented during project period:</p> <ul style="list-style-type: none"> • Renovate/ Set up of Women Centers – ARC will use the women center to improve women and girls access to services and provide a safe place for them to gather and socialize. The center will be used to host a variety of activities and services including: • Meetings have been held with Women association and Ministry of Gender and Social Welfare to do renovation of existing women centers and set up new centers. Memorandum of Understanding was signed between NBeG General Women’s Association, MoGSW and the ARC on the responsibilities of signatory partners and the use of the center. ARC has already done the renovation of the Women Center in Aweil town including fencing, counseling room and latrines. • Meetings have been made with Women association in Aweil North, Aweil West and Aweil West Counties women association to discuss on the establishment of temporary women centers in their respective counties. ARC has plan to start setting up of women centers in mid February. • Case management, psychosocial and legal support for survivors of GBV in the returnee settlements in Aweil North, Aweil West, Aweil Center and Aweil North. • As of November’s data: Case management and psychosocial support has been directly provided to 8 survivors of GBV in Aweil West and Aweil town as recorded through the GBV IMS. • 16 Days of Activism in Collaboration with NBeG Ministry of Gender and Social welfare in three counties including Aweil Town • Special Protection Unit was provided with in-kind support (bikes and stationary supplies) purchased and ready for distribution. Training plan developed and pending implementation (communication with UNMISS police done to help co facilitation) • Community Peer Educators were selected in Apada (Aweil returnee site) and in Aweil west I consultation with community gate keepers and training plans were already planned • Radio messages and IEC material spread in the targeted communities about response referral system in place, with specific focus on sexual violence and forced/early marriage. 		<p>List outstanding activities:</p> <ul style="list-style-type: none"> • Train Staff on GBVIMS, technical GBV components and laws • Training MoSD Social Workers on case management and basic psychosocial support • Training CBOs members on basic psychosocial support • Training SPU members senior police officers on GBV and the law • Support SPU with lockable file cabinet to secure filing system • Emergency support; Survivor Medical, Transportation, Legal • Community outreach • Survivor support focal points coordination meeting • IEC materials to promote survivors access to services • Emergency response team activities and operations • Radio messages for referral system information • Establishing temporary counseling space in Aweil west, Aweil North and Aweil Center • Review, NBeG GBV SOPs, print and disseminate
<p>Review remarks by cluster coordinator.</p>	<p>Name of reviewer</p>	
<p>Explain the rationale to endorse or reject the request</p>		
<p>Review remarks by CHF Technical Secretariat:</p>	<p>Name of reviewer</p>	<p>Federica D’Andreagiovanni</p>
<p>NCE granted as per your request.</p> <p>Dated 4 February 2014</p> <p>Please note: This requested was processed in accordance with the shortened NCE procedure approved by the Humanitarian Coordinator on 9 January 2014.</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	<ul style="list-style-type: none"> Frontline service providers trained on GBV response in crisis settings, who demonstrate increased knowledge based on pre- and post-evaluation Percentage of beneficiaries who choose to access legal information and assistance and receive the accurate and quality response service GBV survivors reporting who receive relevant response services (legal, health, psychosocial, shelter and other available services) in line with standards for quality care Proportion of reporting rape survivors seeking immediate health care within 72-120 hours of incident GBV survivors reporting who are referred to relevant response services (legal, health, psychosocial, shelter and other available services) in line with their needs and requests 			Output	<ul style="list-style-type: none"> Frontline service providers trained on GBV response in crisis settings, who demonstrate increased knowledge based on pre- and post-evaluation Percentage of beneficiaries who choose to access legal information and assistance and receive the accurate and quality response service GBV survivors reporting who receive relevant response services (legal, health, psychosocial, shelter and other available services) in line with standards for quality care Proportion of reporting rape survivors seeking immediate health care within 72-120 hours of incident GBV survivors reporting who are referred to relevant response services (legal, health, psychosocial, shelter and other available services) in line with their needs and requests 		
Key Activities	<p>List of activities:</p> <ol style="list-style-type: none"> 1) Technical support, including training and mentoring, for 80 local service providers, including 30 MoSD Social Workers, 30 CBO members, and 20 SPU staff focusing on GBV fundamentals, survivor-centered approaches, referral pathways and mechanisms, and GBV-related national and international laws 2) Provision of essential, life-saving survivor assistance, including case management, psychosocial support, referrals to emergency health care, and/or legal counseling, for at least 150 survivors of GBV in the target areas 3) Selection and continued support of Peer Educators and women's groups within targeted returnee communities to provide immediate referrals for self-identified GBV survivors, promote GBV prevention and risk reduction through community outreach, and support community-based protection networks 4) Radio broadcasts, group discussions, and drama outreach in selected communities reaching approximately 5,000 people and emphasizing harmful effects of GBV, national and international laws related to women's rights and GBV, and available services for survivors 5) Participation in emergency response coordination and rapid assessments for anticipated continued influx of IDPs in Aweil North County 			Key Activities	<p>List of activities:</p> <ol style="list-style-type: none"> 1) Technical support, including training and mentoring, for 80 local service providers, including 30 MoSD Social Workers, 30 CBO members, and 20 SPU staff focusing on GBV fundamentals, survivor-centered approaches, referral pathways and mechanisms, and GBV-related national and international laws 2) Provision of essential, life-saving survivor assistance, including case management, psychosocial support, referrals to emergency health care, and/or legal counseling, for at least 150 survivors of GBV in the target areas 3) Selection and continued support of Peer Educators and women's groups within targeted returnee communities to provide immediate referrals for self-identified GBV survivors, promote GBV prevention and risk reduction through community outreach, and support community-based protection networks 4) Radio broadcasts, group discussions, and drama outreach in selected communities reaching approximately 5,000 people and emphasizing harmful effects of GBV, national and international laws related to women's rights and GBV, and available services for survivors 5) Participation in emergency response coordination and rapid assessments for anticipated continued influx of IDPs in Aweil North County 		
Locations (specify county):	Northern Bahr el Ghazal, Aweil West, Aweil Center, and Aweil North			Locations (specify county):	Northern Bahr el Ghazal, Aweil West, Aweil Center, and Aweil North		
Beneficiaries:	55,000			Beneficiaries:	55,000		
Duration:	6 months (1 September 2013 –28 February 2014)			Duration:	8 months (1 September 2013 –30 April 2014)		
Indicative CHF Budget:	Relief Items and Transportation	0		Indicative CHF Budget:	Relief Items and Transportation	0	
	Personnel	125,744			Personnel	125,744	

	Staff Travel	7,500			Staff Travel	7,500	
	Training/Workshop/Seminar/Campaign	121,430			Training/Workshop/Seminar/Campaign	121,430	
	Contracts/ Sub grant	0			Contracts/ Sub grant	0	
	Vehicle Operating and Maintenance Costs	13,300			Vehicle Operating and Maintenance Costs	13,300	
	Office Equipment and Communication	4,950			Office Equipment and Communication	4,950	
	Other Costs	30,507			Other Costs	30,507	
	Programme Support Costs (PSC)	21,240			Programme Support Costs (PSC)	21,240	
	Audit cost (NGOs only)	3,248			Audit cost (NGOs only)	3,248	
	Total:	327,918			Total:	327,918	