



Common Humanitarian Fund for Somalia (CHF): Fund Signature Page

This page is attached to the project document.

1. Agency and Cluster Details	
Agency: Office for the Coordination of Humanitarian Affairs (OCHA Somalia)	Cluster: Enabling Programmes
Programme Manager:	Cluster Coordinator:
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2. Project Details	
Project Number (to be assigned by MPTF Office, UNDP):	Programme Duration: 12 months
CHF Number: CHF-DMA-O489-440ER	Start Date: Upon HC signature
Project Title: Common Humanitarian Fund (CHF) Secretariat	CHF Somalia budget: (US\$)1,393,679.35
Project Description: Support for CHF Somalia Secretariate	Other contributions:
	Total budget: (US\$)1,393,679.35
Region: ALL	District: ALL
Project Objectives: To strategically fund assessed humanitarian action to improve the timeliness, coherence of the humanitarian response and accountability of CHF.	
Project Outcomes and Activities:	
Outcome 1: Well managed and well-resourced CHF accessible to UN agencies, INGOs and LNGOs with a diversified and broadened CHF donor base;	
Activity 1.1: Support CHF project cycle from the announcement of the allocation to funds disbursement to NGO projects, provide advisory services to HC, Advisory Board, clusters and	
Activity 1.2: Ensure implementing partners receive funding based on the needs (clusters, regions) identified by the HC and Advisory Board	
Activity 1.3: Regular engagement with donors either bilaterally or through HCT donor meetings to keep them well informed of humanitarian and funding needs	
Outcome 2: Improved understanding of pooled funding mechanism	
Activity 2.1: Regular distribution of information to CHF stakeholders	

Activity 2.2: Maintain regular information flow on CHF allocations to the Humanitarian Coordinator, Advisory Board and members of the humanitarian community

Activity 2.3: Conduct training/capacity building of CHF partners

Outcome 3: Improved Accountability of the CHF

Activity 3.1: Develop and operationalise CHF Monitoring and Reporting (M&R) Strategy

Activity 3.2: Conduct due diligence and capacity assessment of all previous CHF partners

Activity 3.3: Conduct audit of CHF Projects

3. Review Dates

Cluster Coordinator, review date:

CHF Secretariat/OCHA, review date: 17-Jan-2013

Total Approved Amount: (US\$)1,393,679.35

4. Signatures

The project has been reviewed by the Enabling Secretariat/OCHA-Somalia. It is hereby endorsed

Humanitarian Coordinator for Somalia

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25-JAN-2013



Project Proposal

Organization	OCHA Somalia (Office for the Coordination of Humanitarian Affairs)			
Project Title	Common Humanitarian Fund (CHF) Secretariat			
CHF Code	CHF-DMA-0489-440ER			
Primary Cluster	Enabling Programmes	Secondary Cluster		
CHF Allocation	Emergency Reserve	Project Duration	12 months	
Project Budget	1,393,679.35			
CAP Details	CAP Code	CAP Budget	0.00	
	CAP Project Ranking	CAP Gender Marker		
Project Beneficiaries		Men	Women	Total
	Beneficiary Summary	0	0	120
		Boys	Girls	Total
		0	0	0
		Total		120
Implementing Partners				
Organization focal point contact details	Name: Pierre Bry Title: Funding Unit Manager			
	Telephone: 254 705 262211 E-mail: bry@un.org			

BACKGROUND INFORMATION

1. Project rationale. Humanitarian context: Give a specific description of the humanitarian situation in the target region based on newest data available (Indicate source) (Maximum of 1500 characters)	<p>Somalia has been embroiled in conflict and a large part of the population has suffered from a chronic humanitarian crisis for the last 2 decades. In 2010-2011, the near failure of two rainy seasons led to a deepening drought that further affected a population whose livelihoods and coping mechanisms were already weakened because of the protracted conflict and displacement. The failure of rains, coupled with the suspension of large-scale food distribution following the banning of the World Food Programme (WFP) by non-state armed groups further constrained access to food. The limited humanitarian actions were unable to prevent a large part of southern Somalia from sliding into famine. In July 2011, famine was declared in two regions and later in a further four. The number of malnourished children in Somalia increased from 390,000 in January 2011 to 450,000 in July 2011, of whom 190,000 were severely malnourished. Some 84% of the severe cases were in the southern regions. In 2013 famine conditions are still present in parts of southern Somalia. On 3 February 2012, the famine was declared over, largely due to the delivery of aid under extremely difficult conditions and the exceptional harvest at the start of 2012. Humanitarian actors built on these gains throughout the year, continuing to provide life-saving assistance and implementing programmes to strengthen people's ability to cope with future drought.</p>
2. Needs assessment. Describe the capacities in place, then identify the gaps (previous and new). Explain the specific needs of your target group(s) in detail. State how the needs assessment was conducted (who consulted whom, how and when?). List any baseline data	<p>The Common Humanitarian Fund (CHF) for Somalia was established in June 2010, as an upgrade from the earlier Humanitarian Response Fund (HRF). The CHF is a strategic fund that provides funding to high-priority, under-funded projects in the Consolidated Appeal (CAP) in twice-yearly standard allocations, to support aid agencies to respond to urgent humanitarian needs. In addition, the CHF emergency reserve contains 5% of available funding to fund quick response to new and unforeseen emergencies. The Fund was established at a time of shrinking humanitarian space, insecurity, declining funding flows and in an environment of increased politicization and conditionality of aid. Humanitarian access continued to decrease and reached its lowest level in 2010 as non-state armed actors took control over South Central Somalia and imposed conditions, including taxation, on humanitarian actors. Eight key agencies including the World Food Programme (WFP) were expelled from South Central Somalia the same year, interrupting humanitarian aid delivery for nearly one million Somalis. The Fund has become an increasingly important funding mechanism in Somalia since its inception contributing between 6-10 percent of all CAP funding annually. In 2012, CHF contributed 11 percent of CAP funding. Donor contributions have increased from US\$ 31 million in 2010 to US \$95million in 2012. This has enabled the Fund support a total of 169 projects in 2012 and 336 projects since 2010.</p>
3. Activities. List and describe the activities that your organization is currently implementing to address these needs	<p>As the CHF Secretariat, OCHA's priority is to improve the overall effectiveness of the Fund by ensuring that it is well resourced and well managed, supports prioritised humanitarian action, enhances coordination and is accountable. OCHA is responsible for facilitating the allocation process on the basis of humanitarian analysis and strategic prioritized needs and acts, as secretariat to the Board to ensure regular communication between the Board, UN agencies, donors and NGOs on all matters concerning CHF management and allocations. OCHA ensures the adequacy of the projects in relation to the CAP objectives and projects as well as the follow up of outcomes of all projects funded through the CHF. In doing so OCHA works closely with cluster working groups at the national and regional level. Under the overall guidance of the UN Humanitarian Coordinator, and the direct joint supervision of the UN/OCHA Head and Deputy Head of Office, the CHF Unit aims at ensuring adequate and efficient management of the pooled fund mechanism in Somalia.</p>

LOGICAL FRAMEWORK

Objective 1	To strategically fund assessed humanitarian action to improve the timeliness, coherence of the humanitarian response and accountability of CHF.		
Outcome 1.1	Well managed and well-resourced CHF accessible to UN agencies, INGOs and LNGOs with a diversified and broadened CHF donor base;		
Activity 1.1.1	Support CHF project cycle from the announcement of the allocation to funds disbursement to NGO projects, provide advisory services to HC, Advisory Board, clusters and implementing partners		
Activity 1.1.2	Ensure implementing partners receive funding based on the needs (clusters, regions) identified by the HC and Advisory Board		
Activity 1.1.3	Regular engagement with donors either bilaterally or through HCT donor meetings to keep them well informed of humanitarian and funding needs		
Indicators for outcome 1.1	Cluster	Indicator description	Target
Indicator 1.1.1	Enabling Programmes	Average number of working days between approval of proposals and disbursement of funds	29
Indicator 1.1.2	Enabling Programmes	Difference between cluster proposed priorities and cluster projects submissions	75
Indicator 1.1.3	Enabling Programmes	Value of donor commitments and pledges before start-up of standard allocations in \$ millions US.	30
Outcome 1.2	Improved understanding of pooled funding mechanism		

Activity 1.2.1	Regular distribution of information to CHF stakeholders		
Activity 1.2.2	Maintain regular information flow on CHF allocations to the Humanitarian Coordinator, Advisory Board and members of the humanitarian community		
Activity 1.2.3	Conduct training/capacity building of CHF partners		
Indicators for outcome 1.2	Cluster	Indicator description	Target
	Indicator 1.2.1	Enabling Programmes	no of updates on the CHF webpage
	Indicator 1.2.2	Enabling Programmes	Number of guidelines and communiques issued
	Indicator 1.2.3	Enabling Programmes	Number of training sessions held for partners
Outcome 1.3	Improved Accountability of the CHF		
Activity 1.3.1	Develop and operationalise CHF Monitoring and Reporting (M&R) Strategy		
Activity 1.3.2	Conduct due diligence and capacity assessment of all previous CHF partners		
Activity 1.3.3	Conduct audit of CHF Projects		
Indicators for outcome 1.3	Cluster	Indicator description	Target
	Indicator 1.3.1	Enabling Programmes	Number of CHF projects monitored per cycle
	Indicator 1.3.2	Enabling Programmes	Number of partners assessed
	Indicator 1.3.3	Enabling Programmes	Number of CHF projects audited on time %

WORK PLAN

Project workplan for activities defined in the Logical framework	Activity Description	Month	Month	Month	Month	Month	Month
		1-2	3-4	5-6	7-8	9-10	11-12
Activity 1.1	Support CHF project cycle from the announcement of the allocation to funds disbursement to NGO projects, provide advisory services to HC, Advisory Board, clusters and implementing partners.	X			X		
Activity 1.2	Ensure implementing partners receive funding based on the needs (clusters, regions) identified by the HC and Advisory Board	X	X	X	X	X	X
Activity 1.3	Regular engagement with donors either bilaterally or through HCT donor meetings to keep them well informed of humanitarian and funding needs	X		X		X	
Activity 2.1	Regular distribution of information to CHF stakeholders	X		X		X	
Activity 2.2	Maintain regular information flow on CHF allocations to the Humanitarian Coordinator, Advisory Board and members of the humanitarian community	X		X		X	
Activity 2.3	Conduct training/capacity building of CHF partners	X		X	X	X	
Activity 3.1	Develop and operationalise CHF Monitoring and Reporting (M&R) Strategy	X	X	X	X	X	X
Activity 3.2	Conduct due diligence and capacity assessment of all previous CHF partners	X		X		X	
Activity 3.3	Conduct audit of CHF Projects	X	X	X	X	X	X

M & E DETAILS

Implementation: Describe for each activity how you plan to implement it and who is carrying out what.	OCHA Somalia is the designated CHF Secretariat and will be under the supervision of the Humanitarian Coordinator and OCHA Deputy and Head of Office. OCHA oversees the management of the CHF on behalf of the HC and acts as the Managing Agent (MA) for NGO funded projects. Its role includes ensuring the capacity assessment of NGO at the level of project identification; technical reviews of selected projects; administrative and programmatic processes. In addition, OCHA is responsible for facilitating the allocation process on the basis of humanitarian analysis and strategic prioritized needs and acts, as secretariat to the Board, to ensure regular communication between the Board, UN agencies, donors and NGOs on all matters concerning CHF management and allocations. OCHA ensures the adequacy of the projects in relation to the CAP objectives and projects as well as the follow up of outcomes of all projects funded through the CHF. In doing so OCHA works closely with cluster working groups at the national and regional level. The CHF Manager will be responsible for supervision and management of the secretariats functions. He will be supported by a Deputy, four national officers, an M&E officer, a junior professional officer (JPO) and support staff including 4 CHF associates, a database officer and a driver. The secretariat functions will be guided by a work plan and guidelines process with deliverables to reach staff member.
Monitoring: Describe how you will monitor the implementation of each activity. Describe the tools you plan to use (checklist, photo, questionnaires, interviews, suggestion box etc.) in order to collect data and how you will store data. Explain the frequency type and protocol of reporting (how often do you report about what to whom?). State if, when and how you plan to evaluate your project.	All activities will be monitored according to the Secretariat's internal workplan that includes objectives, activities, indicators and timeframe for achieving deliverables. This will be reviewed half yearly to measure progress against objectives. To strengthen information sharing and accountability to its stakeholders, the secretariat will develop information products to disseminate pertinent updates quarterly, and publish a half yearly report on achievements and an annual report. These will be available through the CHF webpage http://www.unocha.org/somalia/financing/common-humanitarian-fund on the OCHA website. The Fund will also be subject to the global three year evaluations of CHF's, commissioned by the Funding Coordination Section, New York and periodic external monitoring commissioned by the Advisory Board. During 2013, a monitoring and reporting framework will be put in place including the analysis of capacity assessment of the 112 CHF partners. This systematic monitoring at the project level (3rd party, field visit, aerial photography, sms, call center) will be implemented during a phase 1 during the first 6 months. Depending of the results and lesson learnt, the M&R will be scaled up to all CHF projects.

OTHER INFORMATION

Coordination with other Organizations in project area	
Gender theme support	Yes
Outline how the project supports the gender theme	Through gender main streaming
Select (tick) activities that supports the gender theme	<input type="checkbox"/> Activity 1.1: Support CHF project cycle from the announcement of the allocation to funds disbursement to NGO projects, provide advisory services to HC, Advisory Board, clusters and implementing partners <input checked="" type="checkbox"/> Activity 1.2: Ensure implementing partners receive funding based on the needs (clusters, regions) identified by the HC and Advisory Board