

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-sudan/financing/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 checked="" type="checkbox"/> AA/ UNDP Informed	Date: 13-2-14	By: Kizitoi
<input checked="" type="checkbox"/> Cluster Coordinator Informed	Date: 13-2-14	By: Kizitoi
<input checked="" type="checkbox"/> Grantee Informed	Date: 13-2-14	By: Kizitoi
<input checked="" type="checkbox"/> CHF Database Updated	Date: 13-2-14	By: Kizitoi

Allocation ID (CHF TS to fill in): 13/SA1/0368

Section 1 - Project Details

Date of Request	7 February 2014, submitted 12 February 2014	Cluster	WASH
Organization Name:	ACTED	Contact Name:	Liny Suharlim
Project Code:	SSD-13/WS/55901/6458	Contact Email/Tel No.:	liny.suharlim@acted.org / 0954390196
Location:	Jonglei State, Akobo county	Date of Allocation:	15 February 2013
Duration (start and end date as PPA/agreement):	6 months (1 April 2013-30 September 2013)	Amount Allocated:	US\$190,063
Project Title:	Strengthening water and sanitation facilities and information management 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 : 3 months New end date: 28 February 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 checked="" type="checkbox"/> Inaccessibility</td> <td><input type="checkbox"/> Delays in finalizing PPA</td> </tr> <tr> <td><input 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 checked="" type="checkbox"/> Inaccessibility	<input type="checkbox"/> Delays in finalizing PPA	<input 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
<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: _____																		
<input checked="" type="checkbox"/> Insecurity	<input type="checkbox"/> Programmatic delays																		
<input checked="" type="checkbox"/> Inaccessibility	<input type="checkbox"/> Delays in finalizing PPA																		
<input 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																		

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 **7 February 2014**
 Amount of Funds Unspent as of **7 February 2014**
 Amount of Funds Committed But Not Spent by **7 February 2014**
 Percentage of Activities Completed as of **7 February 2014**

\$172,841.51	91%
\$	0 %
\$17,221.56	9 %
90 %	

Section 4

This section is for the ap	
OCHA South Sudan:	
Endorsed by Mr. V	13-02-2014 Review Date
Humanitarian	
Approved	12 Feb 2014 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>The first NCE submitted in July was approved on 23 September 2013. Necessary procurement due to the changes of activities has been carried out by the end of September 2013 accordingly. However ACTED encountered problem in construction of latrines that has been extensively communicated to the WASH cluster. Solutions were proposed and implemented by mid November 2013 accordingly.</p> <p>The current crisis in the country halted all activities since the project location is in Akobo county, Jonglei state – one of the locations where heavy and intense fighting and violence happened. This has caused inability to complete the intended project.</p> <p>Nevertheless, ACTED has put all effort to contact suppliers and contractors to finalize payment and necessary documentation with very limited result. Recently, the contractors and suppliers have returned back to the country and requesting the payment to be made. As such, the extension is necessary to disburse committed expenditures that all has been made within the project timeframe.</p>		
<p>List activities that were implemented during project period:</p> <ul style="list-style-type: none"> • 200 Community members selected and trained on management of water, sanitation and hygiene services. • 30 Hygiene committee established and members included into the PHAST training • 3000, Emergency WASH items prepositioned in Walgak • Prepositioning of latrine construction materials • Construction of foundation for latrines in school 		<p>List outstanding activities:</p> <ul style="list-style-type: none"> • Completion of latrines construction in School, due to problem with county commissioner that has been reported and consulted with the WASH cluster accordingly.
<p>Review remarks by cluster coordinator.</p>	<p>Name of reviewer</p>	<p>Jesse Pleger, WASH Cluster Coordinator</p>
<p>Explain the rationale to endorse or reject the request</p>		
<p>Acted has worked with me on this situation extensively. Construction on latrines began, with input from local authorities. Midway through the work, state-level authorities raised concerns re: siting of latrines. Comprehensive technical information was provided to allay concerns; I spoke with state- and county-level authorities as well. However, the authorities required the latrine plans to be significantly revised, causing unavoidable delays to the project. Acted has done all possible throughout this process to plan and communicate accordingly, and to work towards an appropriate resolution. I respectfully request that NCE is approved.</p>		
<p>Review remarks by CHF Technical Secretariat:</p>	<p>Name of reviewer</p>	<p>Federica D'Andreagiovanni</p>
<p>WASH cluster discussed and endorsed the request for NCE.</p> <p>CHF Technical Secretariat reviewed the request and agreed to process the request for HCs signature.</p> <p>ACTED is required to provide an interim narrative report covering activities upto 31 December 2013. Updated final narrative report will be required one month at the end of the NCE period.</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.																																												
<p>Output</p> <ul style="list-style-type: none"> Rehabilitate 3 institutional latrines Promote sanitation and hygiene promotion through 3 hygiene committees Provide 3 hygiene kits to the hygiene committees Provide hygiene kits, PHAST training and cloth filtering water treatment support to 200 vulnerable women around akobo town. Preposition at least 500 emergency wash kits in Akobo town <p>Key Activities</p> <ul style="list-style-type: none"> Rehabilitate latrines Establish hygiene committees Provide training to hygiene committees Distribute hygiene kits Distribute water treatment kits Establish emergency kits warehouse Finalize agreement with UNICEF for prepositioning emergency WASH kits 	<p>Output</p> <ul style="list-style-type: none"> Rehabilitate 3 institutional latrines Promote sanitation and hygiene promotion through 3 hygiene committees Provide 3 hygiene kits to the hygiene committees Provide hygiene kits, PHAST training and cloth filtering water treatment support to 200 vulnerable women around akobo town. Preposition at least 500 emergency wash kits in Akobo town <p>Key Activities</p> <ul style="list-style-type: none"> Rehabilitate latrines Establish hygiene committees Provide training to hygiene committees Distribute hygiene kits Distribute water treatment kits Establish emergency kits warehouse Finalize agreement with UNICEF for prepositioning emergency WASH kits 																																												
<p>Locations (specify county):</p> <p>Jonglei State – Akobo County</p>	<p>Locations (specify county):</p> <p>Jonglei State – Akobo County</p>																																												
<p>Beneficiaries:</p> <p>4,930 (2,754 women/girls and 2,176 men/boys)</p>	<p>Beneficiaries:</p> <p>4,930 (2,754 women/girls and 2,176 men/boys)</p>																																												
<p>Duration:</p> <p>8 months (1 April 2013 – 30 September 2013) 1st NCE (1 April 2013 – 30 November 2013)</p>	<p>Duration</p> <p>11 months (1 April 2013 – 28 February 2014)</p>																																												
<p>Indicative CHF Budget:</p> <table border="1"> <tr> <td>Relief Items and Transportation</td> <td>46,775</td> </tr> <tr> <td>Personnel</td> <td>63,173</td> </tr> <tr> <td>Staff Travel</td> <td>1,800</td> </tr> <tr> <td>Training/Workshop/Seminar/Campaign</td> <td>695</td> </tr> <tr> <td>Contracts/ Sub grant</td> <td>13,051</td> </tr> <tr> <td>Vehicle Operating and Maintenance Costs</td> <td>28,139</td> </tr> <tr> <td>Office Equipment and Communication</td> <td>16,146</td> </tr> <tr> <td>Other Costs</td> <td>6,090</td> </tr> <tr> <td>Programme Support Costs (PSC)</td> <td>12,311</td> </tr> <tr> <td>Audit cost (NGOs only)</td> <td>1,882</td> </tr> <tr> <td>Total:</td> <td>190,063</td> </tr> </table>	Relief Items and Transportation	46,775	Personnel	63,173	Staff Travel	1,800	Training/Workshop/Seminar/Campaign	695	Contracts/ Sub grant	13,051	Vehicle Operating and Maintenance Costs	28,139	Office Equipment and Communication	16,146	Other Costs	6,090	Programme Support Costs (PSC)	12,311	Audit cost (NGOs only)	1,882	Total:	190,063	<p>Indicative CHF Budget:</p> <table border="1"> <tr> <td>Relief Items and Transportation</td> <td>46,775</td> </tr> <tr> <td>Personnel</td> <td>63,173</td> </tr> <tr> <td>Staff Travel</td> <td>1,800</td> </tr> <tr> <td>Training/Workshop/Seminar/Campaign</td> <td>695</td> </tr> <tr> <td>Contracts/ Sub grant</td> <td>13,051</td> </tr> <tr> <td>Vehicle Operating and Maintenance Costs</td> <td>28,139</td> </tr> <tr> <td>Office Equipment and Communication</td> <td>16,146</td> </tr> <tr> <td>Other Costs</td> <td>6,090</td> </tr> <tr> <td>Programme Support Costs (PSC)</td> <td>12,311</td> </tr> <tr> <td>Audit cost (NGOs only)</td> <td>1,882</td> </tr> <tr> <td>Total:</td> <td>190,063</td> </tr> </table>	Relief Items and Transportation	46,775	Personnel	63,173	Staff Travel	1,800	Training/Workshop/Seminar/Campaign	695	Contracts/ Sub grant	13,051	Vehicle Operating and Maintenance Costs	28,139	Office Equipment and Communication	16,146	Other Costs	6,090	Programme Support Costs (PSC)	12,311	Audit cost (NGOs only)	1,882	Total:	190,063
Relief Items and Transportation	46,775																																												
Personnel	63,173																																												
Staff Travel	1,800																																												
Training/Workshop/Seminar/Campaign	695																																												
Contracts/ Sub grant	13,051																																												
Vehicle Operating and Maintenance Costs	28,139																																												
Office Equipment and Communication	16,146																																												
Other Costs	6,090																																												
Programme Support Costs (PSC)	12,311																																												
Audit cost (NGOs only)	1,882																																												
Total:	190,063																																												
Relief Items and Transportation	46,775																																												
Personnel	63,173																																												
Staff Travel	1,800																																												
Training/Workshop/Seminar/Campaign	695																																												
Contracts/ Sub grant	13,051																																												
Vehicle Operating and Maintenance Costs	28,139																																												
Office Equipment and Communication	16,146																																												
Other Costs	6,090																																												
Programme Support Costs (PSC)	12,311																																												
Audit cost (NGOs only)	1,882																																												
Total:	190,063																																												