

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 CHF@southsudan@un.org and copy kizit@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): 14/SA1/0466

Section 1 – Project Details

Date of Request	4 April 2014, submitted 30 April 2014	Cluster	WASH
Organization Name:	ACF International	Contact Name:	Aleksandra Todorovic
Project Code:	SSD-14/WS/60960	Contact Email/Tel No.:	hom.ssd@acf-international.org
Location:	Twic, Warrap; Juba, Central Equatorial; Mayom/Abiemnhom, Unity	Date of Allocation:	16 January 2014
Duration (start and end date as PPA/agreement):	1 January 2014 – 30 April 2014	Amount Allocated:	US\$349,979
Project Title:	Reduced Morbidity and Prevention of Malnutrition in South Sudan by Addressing Chronic and Acute Water, Hygiene, and Sanitation Needs of the Population.		

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 checked="" type="checkbox"/> Significant change in activities</td> <td><input type="checkbox"/> Change in location</td> </tr> <tr> <td><input checked="" type="checkbox"/> Change in outputs</td> <td><input checked="" 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>3 months</u> New end date: <u>31 July 2014</u></p>	<input checked="" type="checkbox"/> Significant change in activities	<input type="checkbox"/> Change in location	<input checked="" type="checkbox"/> Change in outputs	<input checked="" 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 checked="" 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 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 checked="" type="checkbox"/> Programmatic delays	<input 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
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<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 < **28 February 2014** >

Amount of Funds Unspent as of < **28 February 2014** >

Amount of Funds Committed But Not Spent by < **28 February 2014** >

Percentage of Activities Completed as of < **28 February 2014** >

\$104,538	30%
\$230,951	66%
\$14,490	4%
42%	

Section 4

This section is for the approving official's review.

OCHA South Sudan:

Endorsed by **Ms. Catherine Howard**, OCHA Deputy 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.

ACF is requesting a No Cost Extension to this program for 3 months. As the situation throughout the country was rapidly changing during the submission, there were challenges for the WASH sector in forecasting the needs of the IDPs in the coming months, particularly the number of IDPs that would move into the region. In Twic County, as the WASH State Focal Point, ACF worked closely and coordinated with the NGO community and local government throughout the response. This has resulted in most WASH needs in the camps being addressed rapidly, particularly with water availability. Therefore some of the initially planned activities were met so to avoid duplication we have re-evaluated the needs on the ground.

When these activities were started in January, ACF teams in Warrap were able to procure and distribute Emergency Hygiene Kits to IDPs living in the displacement camps. Additionally, the team built 16 of the planned 40 emergency trench latrines in the camps for the IDPs. Currently, with coordination of WASH services in the camps by IOM, Samaritan's Purse, NCA, GOAL and ACF, both the sanitation and water needs are being met. Where there is currently a gap, plans have already been put in place to address those needs. We propose reducing the sanitation expense in order to allow for other activities, such as increased hygiene promotion, which is particularly needed around the use and cleanliness of latrines (latrines are available, but are not being used or not being used properly) and the maintenance of hand washing stations (basin located outside the latrine and full of water).

We have proposed the reduction of certain activities originally included in the budget. These include Water Supply (this need has been met by the drilling of permanent boreholes by Samaritan's Purse, NCA and GOAL), training of Water User Committees (the number matches the number of proposed rehabilitations), trench latrines (described above), and Emergency Preparedness and Capacity Building (included in Emergency Hygiene Campaigns and Water User Committee trainings).

Recently, the ACF team undertook an evaluation of the emergency needs along with the cluster partners. Gaps identified by the Cluster include support for the Host Villages where the camps are located, a need for increased technical capacity at the payam level, and increased Hygiene Promotion in both the villages and camps. In this light, and with the support of other WASH actors to meet the needs within the IDP camps, ACF has proposed activities that support host communities. These activities include:

- Rehabilitation of boreholes, especially in areas where IDPs are present or sharing water points, to increase overall access of water in the region,
- Training of Pump Mechanics at the payam-level (There are 12 Pump Mechanics in Twic, 2 for each payam. The Pump Mechanics selected will be the remaining 6 mechanics that from the 6 that will be trained for the second CHF grant [SSD-13/WS/55874]),
- Hygiene Promotion of beneficiaries in the OTPs, which supports ongoing nutrition activities, and promotes health among mothers living in host communities,
- Continued Hygiene Promotion in communities where ACF has been operating, which includes continuous monitoring of latrines and hand washing facilities, and encouragement of communities to promote health hygiene habits, and
- Emergency Hygiene Promotion and Campaigns in the IDP camps. This will include both smaller hygiene promotion sessions, in addition to larger Hygiene Campaigns, particularly around Cholera preparedness and prevention.

Activities proposed in the extension will increase the total number of beneficiaries. Including the 10,000 beneficiaries reached through emergency water supplies, beneficiary numbers will be:

Activity	
Emergency Response in camps	10,000
Hygiene Promotion in Villages	2,200
Rehabilitation of 5 boreholes	2,500
Water User Committees	35
Nutrition Beneficiaries Hygiene Promotion in 6 OTPs	5,400
Total	20,135

Additionally, it is imperative that we preposition supplies and staff in preparation for the pending rainy season. In addition to the existing Rub Hall at the ACF compound, a second Rub Hall (already within ACF's possession) needs to be built to house supplies in Warrap for the WASH Pipeline, and in preparation for the oncoming rainy season. For staff, ACF has brought on a new WASH Coordinator (Juba Level), promoted one national staff to be Roving Program Manager who will oversee the activities carried out in Warrap, and moved two staff from Alek to Wunrok to support ongoing Hygiene Education. Further, one technical WASH staff has been brought from Alek to Wunrok to support water quality testing and borehole rehabilitations. Based on the currently challenges faced in Warrap, we estimate that the proposed activities can be completed by 31 July 2014.

List activities that were implemented during project period:		List outstanding activities:	
<ol style="list-style-type: none"> 1. Distribution of Emergency WASH items including Hygiene Kits 2. Construction of Emergency Trench Latrines (50% of expense) 		<ol style="list-style-type: none"> 1. Construction of Emergency Trench Latrines (50% of expense) 2. Training of water committees 3. Water quality monitoring at point of distribution 4. Community mobilisation and awareness for sanitation facility use & maintenance 	
Review remarks by cluster coordinator.	Name of reviewer	Jesse Pleger	
Explain the rationale to endorse or reject the request			
<p>This request is endorsed by the WASH Cluster Coordinator. ACF-USA has demonstrated that the changes requested are proposed in an effort to use the funds most effectively, in light of the changing emergency needs and gaps on the ground, and in line with the overall WASH Cluster objectives.</p>			
Review remarks by CHF Technical Secretariat:	Name of reviewer	David Throp	
<p>CHF Technical Secretariat reviewed and supports the approval of the request for NCE and allocation based on the cluster endorsement and justifications provided by partner.</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	<ol style="list-style-type: none"> Beneficiaries have access to basic hygiene items Improved access to safe drinking water, sanitation and hygiene services during the emergency 		Output	<ol style="list-style-type: none"> Beneficiaries have access to basic hygiene items Improved access to safe drinking water, sanitation and hygiene services during the emergency Improved access to safe sanitation practices. Improved community understanding of hygiene related illness and prevention methods 	
Key Activities	<ol style="list-style-type: none"> Provision of emergency WASH items including Hygiene kits to 10,000 beneficiaries Training of water committees Water quality monitoring at point of distribution Community mobilisation and awareness for sanitation facility use & maintenance Construction of emergency trench latrines 		Key Activities	<ol style="list-style-type: none"> Provision of emergency WASH items including Hygiene kits to 10,000 beneficiaries Training of 5 Water User Committees Water quality testing for all 5 water points Community mobilisation and awareness for sanitation facility use & maintenance Construction of emergency trench latrines Emergency Hygiene Awareness Campaign in camps Rehabilitation/repair of 5 boreholes and training of local Pump Mechanics Nutrition beneficiaries hygiene promotion, Village Hygiene and Sanitation promotion for Host Communities, Hygiene Promotion in camps Emergency Response: rub hall construction, prepositioning of supplies 	
Locations (specify county):	Twic, Warrap; Mayom/Abiemnhom, Unity; Juba, Central Equatorial		Locations (specify county):	Twic, Warrap; Mayom/Abiemnhom, Unity; Juba, Central Equatorial	
Beneficiaries:	10,000		Beneficiaries:	20,135 (breakdown described above)	
Duration:	1 January 2014 – 30 April 2014		Duration	1 January 2014 – 31 July 2014	
Indicative CHF Budget:	Relief Items and Transportation	\$158,600	Indicative CHF Budget:	Relief Items and Transportation	\$158,600
	Personnel	\$110,607		Personnel	\$110,607
	Staff Travel	\$ 8,000		Staff Travel	\$ 8,000
	Training/Workshop/Seminar/Campaign			Training/Workshop/Seminar/Campaign	
	Contracts/ Sub grant	\$ 600		Contracts/ Sub grant	\$ 600
	Vehicle Operating and Maintenance Costs	\$18,978		Vehicle Operating and Maintenance Costs	\$18,978
	Office Equipment and Communication	\$20,645		Office Equipment and Communication	\$20,645
	Other Costs	\$6,415		Other Costs	\$6,415
	Programme Support Costs (PSC)	\$22,669		Programme Support Costs (PSC)	\$22,669
	Audit cost (NGOs only)	\$3,465		Audit cost (NGOs only)	\$ 3,465
	Total:	\$ 349,979			Total: