

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 kizitot@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/R/0485

Section 1 – Project Details

Date of Request	16 June 2014, resubmitted 27 June 14	Cluster	EFSL
Organization Name:	Oxfam GB	Contact Name:	Coralie Rey
Project Code:	SSD-14/F/60834	Contact Email/Tel No.:	CRey1@oxfam.org.uk +211 (0) 9.55.10.77.40
Location:	Jonglei / Akobo, Nyirol, Uror / Waat, Lankien, Akobo	Date of Allocation:	26 March 2014
Duration (start and end date as PPA/agreement):	26 March – 25 June 2014	Amount Allocated:	USD 210,000
Project Title:	Sustainable lifesaving food security and livelihood support for vulnerable and displaced communities 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" style="width: 100%;"> <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 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 style="text-align: center;">No. of month requested 1 New end date: 25 July 2014</p>	<input type="checkbox"/> Significant change in activities	<input type="checkbox"/> Change in location	<input 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" style="width: 100%;"> <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 checked="" 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 checked="" type="checkbox"/> Delay in securing supplies from pipeline</td> </tr> </table> <p style="text-align: center;">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 checked="" type="checkbox"/> Internal admn delays	<input type="checkbox"/> Delays in organization's internal transfer of funds	<input type="checkbox"/> Procurement delays	<input checked="" 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 **31 May 2014**

Amount of Funds Unspent as of **31 May 2014**

Amount of Funds Committed But Not Spent by **31 May 2014**

Percentage of Activities Completed as of **31 May 2014**

\$83,361	40%
\$126,639	60%
\$126,639	60%
30%	

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 _____

Deputy Humanitarian Coordinator, South Sudan

Approved by **Ms. Sue Lautze**, DHC/FAO Representative, South Sudan

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>		
<ul style="list-style-type: none"> • Oxfam GB is requesting a No-Cost Extension for the CHF contract <i>SSD-14/F/60834: "Sustainable lifesaving food security and livelihood support for vulnerable and displaced communities in South Sudan"</i>, due to unexpected challenges, which have impacted on implementation, specifically in relation to the: <ul style="list-style-type: none"> ○ Delivery of the supplies provided by WFP and FAO was delayed significantly – first emergency livelihoods supplies started arriving through airlift on 6 June 2014; ○ Signature of a Memorandum of Understanding (with Save the Children) for a shared base (compound) in Waat took longer than initially expected; ○ Challenges in recruiting qualified staff due to limited human resource base and ethnic limitations on recruitment (due to the conflict) ○ Cancellations to UNHAS flights (poor weather conditions, unavailability of aircraft) led to staffing/recruitment delays (of up to 20 days); ○ Increasing insecurity led to the evacuation of staff from the area of intervention on two occasions (for one week each time). <p>As a result, an extension of <u>one month</u> is required to ensure the planned activities, which remain unchanged, can be completed. A one month extension to the Final Report date submission is also requested.</p> • Oxfam GB is also requesting an adjustment to the budget lines as follows: <ul style="list-style-type: none"> ○ Increase "Equipment and Materials Transportation (Nairobi/Juba/Jonglei)" (Budget Line 8.3) from \$3,000 to \$28,000. ○ Decrease "Vehicle Rental/Fuel and Running Cost" (Budget line 6.1) from \$28,500 to \$3,500. <p>Please note that this adjustment is being requested following due to the inaccessibility of the project area as a result of insecurity and impassable roads during the rainy season, which has led to increased local transportation costs (reliance on air charters); and decreased vehicle rent/fuel costs (not been able to rent any vehicles).</p> 		
List activities that were implemented during project period:		List outstanding activities:
<ul style="list-style-type: none"> • Initial Beneficiary identification, registration and partial verification for emergency livelihoods inputs • Partial receipt of emergency livelihoods inputs (seeds, tool) through WFP pipeline/logs cluster • Beneficiary Registration and first round of Food Distribution (in Lankien in May) 		<ul style="list-style-type: none"> • Completion of Beneficiary verification for Agricultural inputs • Distribution of emergency livelihoods inputs (seeds, tool, fishing gears) • Food Distribution for June • Post distribution Monitoring • Market distribution
Review remarks by cluster coordinator.	Name of reviewer	Daria Lisi
Explain the rationale to endorse or reject the request		
FSL cluster could independently verify that, WFP and FAO delayed the delivery of supplies to Oxfam BG and several others constrains caused the delay in activities implementation. In the light of this we endorse Oxfam GB NCE request, as the delay in the implementation of activities is not due to partner's lack of capacity.		
Review remarks by CHF Technical Secretariat:	Name of reviewer	Thomas Nyambane
CHF TS supports the approval of the request considering the justification provided.		

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	Output 1.1 <ul style="list-style-type: none"> Distribution of general food Output 2.1 <ul style="list-style-type: none"> Distribution of emergency livelihoods inputs 		Output	Output 1.1 <ul style="list-style-type: none"> Distribution of general food Output 2.1 <ul style="list-style-type: none"> Distribution of emergency livelihoods inputs 	
Key Activities	Activity 1.1.1 <ul style="list-style-type: none"> Food distribution Activity 2.1.1 Beneficiaries selection and registration Distribution of livelihoods inputs Post distribution monitoring		Key Activities	Activity 1.1.1 <ul style="list-style-type: none"> Food distribution Activity 2.1.1 Beneficiaries selection and registration Distribution of livelihoods inputs Post distribution monitoring	
Locations (specify county):	Jonglei / Akobo, Nyirol, Uror / Waat, Lankien, Akobo		Locations (specify county):	Jonglei / Akobo, Nyirol, Uror / Waat, Lankien, Akobo	
Beneficiaries:	50,000 beneficiaries		Beneficiaries:	50,000 beneficiaries	
Duration:	25 March to 25 June 2014		Duration	25 March to 25 July 2014	
Indicative CHF Budget:	Relief Items and Transportation	0	Indicative CHF Budget:	Relief Items and Transportation	0
	Personnel	64,200		Personnel	64,200
	Staff Travel	15,360		Staff Travel	15,360
	Training/Workshop/Seminar/Campaign	13,000		Training/Workshop/Seminar/Campaign	13,000
	Contracts/ Sub grant	0		Contracts/ Sub grant	0
	Vehicle Operating and Maintenance Costs	28,500		Vehicle Operating and Maintenance Costs	3,500
	Office Equipment and Communication	52,259		Office Equipment and Communication	52,259
	Other Costs	21,000		Other Costs	46,000
	Programme Support Costs (PSC)	13,602		Programme Support Costs (PSC)	13,602
	Audit cost (NGOs only)	2,079		Audit cost (NGOs only)	2,079
	Total:	210,000		Total:	210,000