

## 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](mailto:CHF@southsudan.un.org) and copy [kizitoi@un.org](mailto: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): 14/SA1/0408**

### Section 1 – Project Details

<b>Date of Request</b>	18 <sup>th</sup> MAY 2014, resubmitted 30 June 2014	<b>Cluster</b>	FOOD SECURITY AND LIVELIHOODS(FSL)
<b>Organization Name:</b>	PEACE CORPS ORGANIZAZION(PCO)	<b>Contact Name:</b>	KENNEDY ONGUNY
<b>Project Code:</b>	SSD-14/F/60687	<b>Contact Email/Tel No.:</b>	<a href="mailto:Peacecorps@pcosouthsudan.org/">Peacecorps@pcosouthsudan.org/</a> +211929240054
<b>Location:</b>	Central Equatoria-80%, Upper Nile-20%	<b>Date of Allocation:</b>	16 <sup>th</sup> January 2014
<b>Duration (start and end date as PPA/agreement):</b>	5 Months(1 <sup>st</sup> January 2014-31 <sup>st</sup> May 2014)	<b>Amount Allocated:</b>	US\$ 582,000.00
<b>Project Title:</b>	Food Security and Livelihoods support programme for acutely vulnerable IDPs and conflict or floods affected host communities in Warrap and WBEG states of South Sudan		

### Section 2 – Revision Type/Reason for No-Cost Extension

<b>Type of Revision:</b> Indicate the type (s) of revision being requested.	<b>Reason for NCE:</b> Indicate reason (s) for no-cost extension.																		
<table border="0"> <tr> <td><input type="checkbox"/> Significant change in activities</td> <td><input checked="" 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 <b>3 Months</b> New end date: <b>31st August 2014</b></p>	<input type="checkbox"/> Significant change in activities	<input checked="" 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: _____	<table border="0"> <tr> <td><input type="checkbox"/> Insecurity</td> <td><input checked="" type="checkbox"/> Programmatic delays</td> </tr> <tr> <td><input checked="" type="checkbox"/> Inaccessibility</td> <td><input checked="" type="checkbox"/> Delays in finalizing PPA</td> </tr> <tr> <td><input checked="" type="checkbox"/> Staffing/recruitment delays</td> <td><input checked="" 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: <b>Dysfunctional Market Systems in Malakal due to conflict</b></p>	<input type="checkbox"/> Insecurity	<input checked="" type="checkbox"/> Programmatic delays	<input checked="" type="checkbox"/> Inaccessibility	<input checked="" type="checkbox"/> Delays in finalizing PPA	<input checked="" type="checkbox"/> Staffing/recruitment delays	<input checked="" 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<sup>th</sup> May 2014 >

Amount of Funds Unspent as of < 30<sup>th</sup> May 2014 >

Amount of Funds Committed But Not Spent by <30<sup>th</sup> May 2014>

Percentage of Activities Completed as of < 30<sup>th</sup> May 2014 >

<b>\$ 293,436.00</b>	<b>50.42%</b>
<b>\$ 288,564.00</b>	<b>49.60%</b>
<b>\$ 119,656.00</b>	<b>20.60%</b>
<b>70%</b>	

### 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

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.

This is a food security project that is aimed at supporting IDPs access essential food items thereby reduce malnutrition and negative coping mechanisms following the outbreak of fighting in the Country on 15<sup>th</sup> December 2013. The original design was to have 80% of the actions implemented at PoC sites in Juba with the remaining 20% being undertaken in Upper Nile(Malakal and Environs)

The project was meant to start on **1st of January 2014**, but the PPA was signed on **19th February 2014** and actual disbursement of funds undertaken on **3rd March 2014** thus effectively **knocking out two months off** the project duration; being mostly a cash transfer (food vouchers) project, the prevailing state of uncertainty in which very few traders were willing to provide items without advanced payments and the fact that we lacked funds to pre-finance the activities, it was impossible to implement anything before actual signing and disbursement. The delay was further exacerbated by the loss of our key FSL staff that resigned and joined international NGOs thus forcing us to undertake new recruitments and orientation.

Secondly 80% of the project activities are being implemented in Central Equatoria (Juba IDP locations) with the rest of the 20% being planned for Upper Nile (Malakal IDP locations); as we are all aware, Malakal has experienced the worst impacts of the prevailing conflict **thus totally disrupting market systems** (which will take some time to recover); it is therefore impractical to implement the project as originally designed. Our request therefore is your authority to implement all the planned activities at the PCO sites in Juba.

## List activities that were implemented during project period:

1. Cash Transfer(Food Vouchers-vegetables, fruits and dried fish distribution)- on going
2. Cash For Work- on going
3. Distribution of Fishing Gear-procurement on going

## List outstanding activities:

1. Cash Transfer(Food Vouchers-vegetables, fruits and dried fish distribution)- on going
2. Cash For Work- on going
3. Distribution of Fishing Gear-procurement on going

We have implemented about 70% of activities 1, 2 and 3, in Central Equatoria (Juba UN House PoC1&2); however these will not be undertaken in Upper Nile (Malakal) for reasons highlighted above.

Activities	Q1/2014			Q2/2014			Q3/2014			Q4/2014		
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Activity 1. Meeting with community leaders, mobilization and sensitization amongst targeted beneficiaries, including at newly established PoC3	X	X	X	X	X							
Activity 2. Registration of targeted beneficiaries, including newly established at PoC3				X	X	X						
Activity 3. Contracts with the food suppliers				X	X	X						
Activity 4. Distribution and collection of food stuff from the selected suppliers			X	X	X	X	X	X				
Activity 5. Procurement and Distribution of basic fishing gear including basic training on fish preservation					X	X	X	X				
Activity 6. Identification of CFW actions			X	X	X							
Activity 7. Registration of CFW beneficiaries and implementation of CFW projects			X	X	X	X	X	X				
Activity 8. Monitoring and reporting			X	X	X	X	X	X				
Activity 9. PPA Signature		X										
Activity 10. Disbursement of Funds			X									

<b>Review remarks by cluster coordinator.</b>	<b>Name of reviewer</b>	<b>Elena Rovaris/ Christophe Loubaton</b>
Explain the rationale to endorse or reject the request		
<p>FSL cluster could independently verify with UN House camp management team and other sources that Peace Corps Organization has addressed needs in the PoC areas and statements made to justify this request are true. In the light of that we endorse PCO request. However FSL cluster secretariat express its concern for PCO conduct, as changes were planned and made before either the CHF TS or of the Cluster Co- coordinators were informed about. FSL cluster secretariat strongly recommend to CHF secretariat to reflect the above in its performance index evaluation.</p>		
<b>Review remarks by CHF Technical Secretariat:</b>	<b>Name of reviewer</b>	<b>Thomas Nyambane</b>
<p>CHF TS discussed with PCO and informed the partner that major deviations from the project objectives including geographical location should be consulted with CHF.</p> <p>CHF TS supports the approval of the request considering the justification provided.</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	1. Improved food security at Household Level due to increased capacity to access food and non-food items. 2. Improved food production at household level and Incomes from fisheries	Output	1. Improved food security at Household Level due to increased capacity to access food and non-food items. 2. Improved food production at household level and Incomes from fisheries/CFW		
Key Activities	1. Cash Transfer(Food Vouchers-vegetables, fruits and dried fish distribution) 2. Cash for Work 3. Distribution of basic Fishing Gear	Key Activities	1. Cash Transfer(Food Vouchers-vegetables, fruits and dried fish distribution) 2. Cash For Work(CFW) 3. Distribution of Fishing gear		
Locations (specify county):	1. Juba( UN HOUSE PoC 1 and PoC 2)- <b>80%</b> 2. Malakal(IDP locations)- <b>20%</b>	Locations (specify county):	Juba-UN HOUSE(PoC 1 and PoC 2), We request to increase the number of beneficiaries at these locations by <b>20%</b> (numbers planned for Malakal)		
Beneficiaries:	2, 350 Households	Beneficiaries:	2,350 Households		
Duration:	5 Months (1 <sup>st</sup> January 2014-31 <sup>st</sup> May 2014)	Duration:	8 months (1 <sup>st</sup> January 2014 - 31 <sup>st</sup> August 2014)		
Indicative CHF Budget:	Relief Items and Transportation	455,000.00	Indicative CHF Budget:	Relief Items and Transportation	455,000.00
	Personnel	13,675.00		Personnel	13,675.00
	Staff Travel	18,000.00		Staff Travel	18,000.00
	Training/Workshop/Seminar/Campaign	6,000.00		Training/Workshop/Seminar/Campaign	6,000.00
	Contracts/ Sub grant	8,000.00		Contracts/ Sub grant	8,000.00
	Vehicle Operating and Maintenance Costs	15,000.00		Vehicle Operating and Maintenance Costs	15,000.00
	Office Equipment and Communication	10,790.00		Office Equipment and Communication	10,790.00
	Other Costs	12,075.00		Other Costs	12,075.00
	Programme Support Costs (PSC)	37,698.00		Programme Support Costs (PSC)	37,698.00
	Audit cost (NGOs only)	5,762.00		Audit cost (NGOs only)	5,762.00
	<b>Total:</b>	<b>582,000.00</b>		<b>Total:</b>	<b>582,000.00</b>