

## 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](mailto:CHFsouthsudan@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/SA1/0405**

### Section 1 – Project Details

<b>Date of Request</b>	30 May 2014, submitted 20 June 2014	<b>Cluster</b>	FSL Cluster
<b>Organization Name:</b>	ACTED	<b>Contact Name:</b>	Liny Suharlim
<b>Project Code:</b>	SSD-14/F/60742	<b>Contact Email/Tel No.:</b>	<a href="mailto:liny.suharlim@acted.org">liny.suharlim@acted.org</a> +211-95-671-2516
<b>Location:</b>	Upper Nile State, Maban County	<b>Date of Allocation:</b>	16 January 2014
<b>Duration (start and end date as PPA/agreement):</b>	<b>6 months (1 January -30 June 2014)</b>	<b>Amount Allocated:</b>	US\$310,000
<b>Project Title:</b>	Strengthening food security and livelihood resilience through diversification of livelihood options and system, improvement of practices, and protection of assets for agriculture, pastoralists and fisheries communities in South Sudan		

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

<p><b>Type of Revision:</b> 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 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>30 September 2014</b></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><b>Reason for NCE:</b> 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 checked="" 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 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 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 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 May 2014**

Amount of Funds Unspent as of **30 May 2014**

Amount of Funds Committed But Not Spent by **30 May 2014**

Percentage of Activities Completed as of **30 May 2014**

<b>\$12,872</b>	<b>4%</b>
<b>\$211,162</b>	<b>68%</b>
<b>\$85,966</b>	<b>28%</b>
<b>15%</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

*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.

The fighting across South Sudan since 15 December, 2013, resulted in a range of developments in the operating environment and significantly created challenges to the project implementation:

- There are a number of different dynamics affecting security in Maban. There has been an increased presence of armed elements in Upper Nile; there is a lack of law and order and a weakening of state functions; opportunists are taking advantage of this vacuum. Security incidents affecting the UN and NGOs started to increase and this trend is expected to continue. The lack of security has restricted the movements of ACTED staff and impeded the logistics supply chain (Maban could only be accessed by air as no safe corridor by road had been secured from Sudan, Ethiopia, or Juba) which therefore hindered the ability of staff to access the sites/implement activities.
- While tensions between the host and refugee communities have always been a major concern largely based on competition for already-limited natural resources, particularly water, firewood, and grazing land, there has been an escalation in the tensions between host communities and refugees, with incidents of violent clashes sparked by allegations of livestock theft (resulting in deaths) and attacks on villages. The fighting starting on 15 December 2013, exacerbated the tensions and culminated at the beginning of March when the host community demanded that refugees from Batil and Gendrassa are moved to Kaya camp within the next 2 months, and return back to Sudan by the end of the year. In response there was a peaceful protest of approx 10,000 refugees. These increased tensions have made an already difficult environment in which to operate more challenging for ACTED and other humanitarian agencies operational in the host communities.
- By mid February / early March, there has been (acknowledged) increased armed presence in the host communities (Mabanese) where ACTED intended to work within the proposed project activities, exacerbating the security situation in the targeted area. In addition, ACTED and other NGO working in Maban has seen significant number of resignation from staff, notably from one ethnic group, between March to April 2014. This has directly impacted the project as 2 senior staffs (agronomist and field extension workers) resigned. This has put a lot of pressure on the remaining members and the project team.

Nevertheless, ACTED has taken the following measures to mitigate the impact of these impediments:

- The security situation is analyzed on a daily basis, and the teams are observing restricted movements within the area with the team seeking authorization from the Area Coordinator prior to travel; and the team observe a 7pm – 6am curfew. The internal SOPs/security procedures have also been reviewed.
- ACTED and other NGOs have been liaising regularly with community leaders from both the refugee and host communities to discuss these issues. Peace committee meetings are being held between both sets of community leaders, the RRC, CRA and county commissioner.
- ACTED Deputy Country Director and RRC representative went to Maban to discuss the issues/concerns with the national staff. The situation has now been resolved and activity implementation has resumed as normal.
- With regards to staffing shortages, local recruitment has been ongoing and priority has been given to activities like seed and tools distribution and kitchen gardens because the timings for their implementation is dependent on the rainy season.
- To facilitate the delayed activity of hafir construction during the rainy season, in consultation with community leaders, it has been agreed that while the total working hours are determined, the CfW will adjust their daily working hours based on the weather condition.
- For the delayed activity of kitchen gardening, to minimize the constraint of access to remote villages during the rainy season, ACTED community extension workers who reside in the villages will ensure that technical assistance is available locally. In addition, the vegetable seeds will be distributed in time for the planting season (by the end of June).
- For the delayed activity of drip irrigation, while targeted farmers will receive relevant training and tool kits during the rainy season, they will be equipped with necessary knowledge, skills and inputs and be encouraged to apply the techniques during the upcoming dry season.

While ACTED has put all effort to mitigate the negative impact of the impediments and resume its activities, the volatility in security has resulted in its staff being consequently off schedule, with delays seen across all activities. Therefore, ACTED would like to request for a three-month no-cost extension, which is necessary for ACTED to complete the planned activities and achieve the intended results.

<b>List activities that were implemented during project period:</b>		<b>List outstanding activities:</b>
<ul style="list-style-type: none"> <li>• Sensitization and community mobilization</li> <li>• Selection of beneficiaries (1,000 women kitchen gardening and 200 men for hafir construction)</li> <li>• Selection of the sites for hafir construction</li> <li>• Hafir construction starting from 19 May</li> <li>• Inputs for hafir construction acquired while inputs for kitchen gardening procured</li> <li>• Selection of input distribution sites</li> </ul>		<ul style="list-style-type: none"> <li>• Selection of remaining beneficiaries (500 women kitchen gardening and 200 men for hafir construction)</li> <li>• Ongoing hafir construction</li> <li>• Distribution of input (vegetable seeds and tools) to beneficiaries</li> <li>• Post-distribution monitoring</li> <li>• Establishing and training of 75 community kitchen gardening groups</li> <li>• Distribution of relevant inputs and training of drip irrigation system for 200 farmers</li> </ul>
<b>Review remarks by cluster coordinator.</b>	<b>Name of reviewer</b>	<b>Daria Lisi</b>
Explain the rationale to endorse or reject the request		
<p>The FSL cluster endorses this no cost extension request as consider ACTED intervention crucial in the Maban county. The delay in the timely completion of the project is basically due to the deterioration of the security situation in the country after December events which affected security of staff deployed in the field and operational movements within the country.</p>		
<b>Review remarks by CHF Technical Secretariat:</b>	<b>Name of reviewer</b>	<b>Thomas Nyambane</b>
<p>FSL cluster reviewed and endorsed the request for NCE based on the justifications provided above.</p> <p>CHF Technical secretariat reviewed the request and hereby recommends the request for approval.</p>		

<b>6 - Revision Details</b>					
<b>Original CHF Allocation(s)</b> Details of the original CHF allocations (please insert information from allocation tables).			<b>Proposed Revised Allocation(s)</b> Details on proposed revised allocations.		
Output	1.1. 1,500 vegetable kits and tools distributed 1.2. 1,500 women trained in post handling vegetable production techniques 1.3. 75 community kitchen gardening training groups established 1.4. At least 75 HH kitchen gardens established and in use 1.5. 2 hafirs constructed 1.6. 5,532 man-days work created 1.7. 200 farmers trained in drip irrigation system		Output	1.1. 1,500 vegetable kits and tools distributed 1.2. 1,500 women trained in post handling vegetable production techniques 1.3. 75 community kitchen gardening training groups established 1.4. At least 75 HH kitchen gardens established and in use 1.5. 2 hafirs constructed 1.6. 5,532 man-days work created 1.7. 200 farmers trained in drip irrigation system	
Key Activities	<ul style="list-style-type: none"> <li>Select most food insecure community households</li> <li>Input quality control</li> <li>Determine and prepare distribution sites</li> <li>Distribute Input (vegetable seed and tools) to beneficiaries</li> <li>Preparation of Cash For Work</li> <li>Construction of 4 hafirs / water points</li> <li>Distribution and training of drip irrigation system</li> <li>Conduct post-distribution monitoring</li> <li>Form 75 groups for Kitchen gardening training</li> <li>Provide trainings to all 1,500 women</li> <li>Conduct Evaluation</li> </ul>		Key Activities	<ul style="list-style-type: none"> <li>Select most food insecure community households</li> <li>Input quality control</li> <li>Determine and prepare distribution sites</li> <li>Distribute Input (vegetable seed and tools) to beneficiaries</li> <li>Preparation of Cash For Work</li> <li>Construction of 4 hafirs / water points</li> <li>Distribution and training of drip irrigation system</li> <li>Conduct post-distribution monitoring</li> <li>Form 75 groups for Kitchen gardening training</li> <li>Provide trainings to all 1,500 women</li> <li>Conduct Evaluation</li> </ul>	
Locations (specify county):	Upper Nile State – Maban County		Locations (specify county):	Upper Nile State – Maban County	
Beneficiaries:	9,500 individuals (1,900 HHs: 1,500 female-headed and 400 male-headed)		Beneficiaries:	9,500 individuals (1,900 HHs: 1,500 female-headed and 400 male-headed)	
Duration:	<b>6 months (1 January – 30 June 2014)</b>		Duration:	<b>9 months (1 January– 30 September 2014)</b>	
Indicative CHF Budget:	Relief Items and Transportation	170,120	Indicative CHF Budget:	Relief Items and Transportation	162,738
	Personnel	65,673		Personnel	75,158
	Staff Travel	9,600		Staff Travel	9,600
	Training/Workshop/Seminar/Campaign	13,158		Training/Workshop/Seminar/Campaign	5,716
	Vehicle Operating and Maintenance Costs	16,600		Vehicle Operating and Maintenance Costs	17,125
	Office Equipment and Communication	11,019		Office Equipment and Communication	19,382
	Other Costs	683		Other Costs	0
	Programme Support Costs (PSC)	20,080		Programme Support Costs (PSC)	20,080
	Audit cost (NGOs only)	3,069		Audit cost (NGOs only)	3,069
	<b>Total:</b>	<b>310,000</b>		<b>Total:</b>	<b>310,000</b>