

## CHF Project submission form

<b>Part A: Programme Summary</b> <i>To be completed by the Participating UN Organisation or NGO</i>	
<b>From:</b> Sitta Kai-Kai, Country Director, World Food Programme	<b>Date of Submission:</b> 17/01/2011
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Participating UN Organisation or NGO: World Food Programme	
Programme <sup>1</sup> Title: Relief food assistance to people directly affected by armed conflicts, displacement and food insecurity (PRRO 200050)	
Programme Code: CAF-11/F/36899	
Sector/Cluster: Food Security	
Objective: Relief food assistance to sudanese refugees relocated from Sam Ouandja Haut-Kotto prefecture to Bambari Ouaka Prefecture of the Central African Republic.	
Beneficiaries: TOTAL: 1,890 children: 299 women: 890 Other groups (specify):	
Partners: Comité National des Réfugiés (CNS), UNHCR, BINUCA, Local Government Bambari Prefecture, Local Community – Pladama village.	
Project Duration: [ February 2011 – June 2011 (5 months)	
Total Programme Budget: \$ [must be identical to budget in CAP] 19,080,628	
CHF funds requested: \$ [as agreed with relevant cluster, incl. indirect costs] 249,997	
Amount and percentage of indirect costs requested: \$ [max. 7%] 16,355	
Describe any efforts that have been made to secure follow-on funding after a possible CHF contribution:  WFP, UNCHR and the Government of CAR are exploring possibilities to support livelihood activities in order for the refugees to become self-sufficient.	

<sup>1</sup> The term "programme" is used for projects, programmes and joint programmes.

## Narrative summary of programme

### 1. Background

*[Provide brief and concise information on the background of the programme, including needs identified, etc.]*

Due to the violence and incursions by the Lord's Resistance Army (LRA) rebels in Sudan there was an influx of thousands of Sudanese refugees to Sam Ouandja, in Haut-Kotto prefecture, who arrived in 2009 and are in need of relief assistance. However, increased attacks by the LRA rebels in Sudan and in the western region of CAR has necessitated the relocation of the refugees from Sam Ouandja to Bambari in the Ouaka prefecture for improved security and accesses to basic services provided by humanitarian agencies, including WFP. The refugee location in Bambari became effective in November 2010. In accordance with the first strategic priority of this CAP, this project will address the immediate food needs of the refugees to save their lives with time bound relief food assistance, through general food distributions in order to meet their immediate food needs.

### 2. Purpose of Proposed Programme

*[Provide key outcomes, performance indicators with targets (e.g. number of children vaccinated, target: 5,000), and activities. At least one indicator for each outcome. Attach detailed CHF Programme work plan (see template below).]*

#### a) Outcome

- Immediate and urgent basic food needs of the refugees met through timely food assistance in order to save their lives.
- Malnutrition prevalence among refugees minimized.

#### b) Indicator and target

- Number of refugees receiving food rations (1,890).
- Number of meals per day at household level (two).
- Quantity of food distributed (158 mt).

#### c) Activities

- General food distributions;
- Food Basket Monitoring,
- Post-Distribution monitoring;



### Financial summary of programme

Budget Item  Do not change budget lines below	Amount (US\$)	Repartition	
		CHF	Others
1.1 Supplies, commodities, equipment and transport	10,925,908	143,154	10,782,754
1.2 Personnel (staff, consultants, travel and training)	2,715,192	35,575	2,679,617
1.3 Training of counterparts	778,931	10,204	768,727
1.4 Contracts	3,412,332	44,709	3,367,623
1.5 Other Direct Costs	0	0	0
<b>Sub-Total</b>	<b>17,832,363</b>	<b>233,642</b>	<b>17,598,721</b>
2.0 Indirect Costs	1,248,265	16,355	1,231,910
<b>TOTAL</b>	<b>19,080,629</b>	<b>249,997</b>	<b>18,830,632</b>

\* For more information on the above expenditure categories, see: [http://www.undg.org/archive\\_docs/8746-Harmonised Financial Reporting to Donors in JPs - Explanatory Note.doc](http://www.undg.org/archive_docs/8746-Harmonised_Financial_Reporting_to_Donors_in_JPs_-_Explanatory_Note.doc)

### Part B: Technical Review

*To be completed by the Cluster Lead*

#### 4. Evaluation of Proposal by the Cluster

Projet non retenu par le cluster qui a priorisé les activités de relance agricole.

**Part C: Administrative Review**

To be completed by the Technical Unit (OCHA)

(a)	Does the programme documentation comply with format?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
(b)	Is the Budget in compliance with required categories?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
(c)	Is the Indirect Support Cost within the approved rate?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

**Part D: Humanitarian Coordinator's Decision**

To be completed by the Technical Unit (OCHA)

**5. Decision of the Humanitarian Coordinator**

- Approved for a total budget of \$\_ 249 997
- Approved with modification/condition
- Deferred/returned with comments for further consideration
- Rejected

**Comments/Justification:**

Ce projet a été retenue par le Comité Humanitaire Pays en raison de la situation financière difficile du PAM qui pourrait avoir un impact sur l'approvisionnement en vivres des réfugiés soudanais récemment installé aux alentours de Bambari.

**Bo Schack**

Humanitarian Coordinator, CAR

Signature

Date



<b>Part E: Administrative Agent Review</b> To be completed by the Administrative Agent (UNDP)	
<b>6. Action taken by the Administrative Agent:</b>  <input type="checkbox"/> Programme consistent with provisions of the CHF-CAR Memorandum of Understanding and Standard Administrative Arrangements with donors.	
<b>Administrative Agent:</b> [Name and title]	
_____ Signature	_____ Date
<b>Part F: Managing Agent Review (for NGO projects only)</b> To be completed by the Managing Agent (UNDP CAR)	
<b>7. Action taken by the Managing Agent:</b>  <input type="checkbox"/> Programme consistent with the Managing Agent Partnership's Agreement for the CHF-CAR.	
<b>Managing Agent:</b> [Name and title]	
_____ Signature	_____ Date



## Attachment No. 1:

## CHF Project Work Plan

Expected outcomes	Indicators	Planned Activities	Timeframe (quarter)				Responsible Party <sup>2</sup>	Planned Budget		
			Q1	Q2	Q3	Q4		Source of Funds <sup>3</sup>	Budget Description <sup>4</sup>	Amount <sup>5</sup>
Immediate and urgent basic food needs of the refugees met through timely food assistance in order to save their lives.	Number of refugees receiving food rations (1,890).	Distribute 31.5mt of Food per month for 5 months (158mt total) borrowed from WFP project PRRO 200050.					IMC	CHF	Contracting implementation on partners & related logistical operations costs	44,709 US\$
	Total Tonnage of food procured (158mt).	Procure 158mt of food to <b>replace the food loan</b> from PRRO 200050.					WFP	CHF	Food procurement costs; plus transport.	143,153 US\$
	Number of stakeholder staff trained.	Train stakeholders and partners in norms of food handling, distribution and monitoring					WFP	CHF	Trainings and stakeholder involvement.	10,206 US\$
Malnutrition	Amount of Time spent by SO staff on activity coordination (20%)	Activity coordination by Bambari WFP Sub Office					WFP	CHF	Sub Office Coordination	35,575 US\$
	Number of meals	- Food Basket monitoring					WFP	CHF	FBM	

<sup>2</sup> The responsible party is usually the organisation submitting a project to the CHF unless other organisations are involved in the implementation of specific project activities.

<sup>3</sup> You may include funding sources other than the CHF but please make sure that CHF funding is clearly marked and that it matches the amount indicated on your project submission.

<sup>4</sup> Budget description refers to broad categories like staff costs, logistics, transport, etc.

<sup>5</sup> If other are funding sources are included, the amount financed by the CHF needs to be clearly separated.





## Attachment No. 2:

### Detailed Budget

Budget Item	Total Amount (US\$)	Repartition	
		CHF	Other donors (to be indicated)
<b>Do not change budget lines below</b> (for each item, please indicate the quantity and the unit cost)			
1.1 Supplies, commodities, equipment and transport (please itemize below; add rows if necessary)	<b>10.925.908</b>	<b>143.154</b>	<b>10.782.754</b>
a) Food purchase cost	5,158,261	135,169	5,023,092
b) Transport, storage and handling cost	296,735	7,985	288,750
c)			
1.2 Personnel (staff, consultants, travel and training) (please itemize below; add rows if necessary)	<b>2.715.192</b>	<b>35.575</b>	<b>2.679.617</b>
a) Staff travel and involved logistical arrangements	1,629,115	21,345	1,607,777
b) Vehicles, maintenance and fuel expenses	1,086,077	14,230	1,071,840
c)			
1.3 Training of counterparts (please itemize below; add rows if necessary)	<b>778.931</b>	<b>10.204</b>	<b>768.727</b>
a) Capacity reinforcement training on food distribution and management for partners and government stakeholders	389 466	5 103	384 363
b) Results-based food basket and post distribution monitoring: for implementing partner and WFP staff.	155 786	2 040	153 746
c) Food security evaluation in emergency situations/ partners and government stakeholders	233 679	3 061	230 619
1.4 Contracts (please itemize below; add rows if necessary)	<b>3.412.332</b>	<b>44.709</b>	<b>3.367.623</b>
a) Food distribution implementing partner contract administration and implementation.	3.412.332	44.709	3.367.623
1.5 Other Direct Costs (please itemize below; add rows if necessary)	0	0	0
<b>Sub-Total</b>	<b>17.832.363</b>	<b>233.642</b>	<b>17.598.721</b>
2.0 Indirect Costs	1.248.265	16.355	1.231.910
<b>Total Project Budget</b>	<b>19.080.629</b>	<b>249.997</b>	<b>18.830.632</b>