For '**new-line**' in text fields pres [ALT] and [ENTER] keys on keyboard (do <u>not</u> insert spaces to create line shift)

Please do not change the format of the form (including name of page) as this may prevent proper registration of project data.

For new proposals, please complete the tab for 'Project Document', 'Budget' and 'Locations'

Mandatory fields are marked with an asterisk*

CHF SOMALIA

Project Document

1. COVER (to be completed by organization submitting the proposal)

(A) Organization*	United Nations Office for Project Services
(B) Type of Organization*	☐ UN Agency ☐ International NGO ☐ Local NGO UN Agency
(C) Project Title* For standard allocations, please use the CAP title.	External Monitoring Review of Selected CHF Funded Somalia Projects. Pilot phase

(D) CAP Project Code		Not required for Emergency Reserve proposals outside of CAP
(E) CAP Project Ranking		Required for proposals during Standard Allocations
(F) CHF Funding Window*	Emergency Reserve	
(G) CAP Budget	$ -	Must be equal to total amount requested in current CAP
(H) Amount Request*	$ 355,095.34	Equals total amount in budget, must not exceed CAP Budget
(I) Project Duration*	4 months	No longer than 6 months for proposals to the Emergency Reserve
(J) Primary Cluster*	Enabling Programmes	
(K) Secondary Cluster		Only indicate a secondary cluster for multi-cluster projects

(L) Beneficiaries
Direct project beneficiaries. Specify target population disaggregated by number, and gender. If desired more detailed information can be entered about types of beneficiaries. For information on population in HE and AFLC see FSNAU website (http://www.fsnau.org)

	Men	Women	Total
Total beneficiaries	0	0	40

Total beneficiaries include the following:

Other (Select)			0
Other (Select)			0
Other (Select)			0
Other (Select)			0

(M) Location
Precise locations should be listed on separate tab

Regions								
	☐ Awdal	☐ Banadir	☐ Bay	☐ Gedo	☐ L. Juba	☐ M Juba	☐ Mudug	☐ Sanaag	☐ Togdheer
	☐ Bakool	☐ Bari	☐ Galgaduud	☐ Hiraan	☐ L. Shabelle	☐ M Shabelle	☐ Nugaal	☐ Sool	☐ W Galbeed

(N) Implementing Partners
(List name, acronym and budget)

1	AXIOM	Budget:	$	91,796
2	PRIMUS AFRICA	Budget:	$	59,372
3	IDC	Budget:	$	111,912
4	MField Work	Budget:	$	50,000
5		Budget:	$	-
6		Budget:	$	-
7		Budget:	$	-
8		Budget:	$	-
9		Budget:	$	-
10		Budget:	$	-
	Total Budget:		$	313,080
	Remaining Budget:		$	42,015

Focal Point and Details - Provide details on agency and Cluster focal point for the project (name, email, phone).

(O) Agency focal point for project:	Name*	Pierre Bry	Title	Funding Unit Manager
	Email*	bry@un.org	Phone*	254 705 26222211
	Address			

3. BACKGROUND AND NEEDS ANALYSIS (please adjust row size as needed)

(A) Describe the project rationale based on identified issues, describe the humanitarian situation in the area, and list groups consulted. (maximum 1500 characters) *	"United Nations established the United Nations Office for the Coordination of Humanitarian Affairs (UNOCHA) to mobilize and coordinate effective and principled humanitarian action in partnership with national and international actors in order to alleviate human suffering in natural disasters and emergencies, promote preparedness and prevention efforts to reduce future vulnerability, facilitate sustainable solutions by addressing root causes and advocate for the rights of people. . UNOCHA receives funds from donors, for which it is accountable, and allocates these funds to International Non-Governmental Organizations and the UN agencies who will be able to implement directly or through local NGO partners to support humanitarian activities. The Common Humanitarian Fund for Somalia (CHF) is administered by OCHA. The objective of the fund is to strategically fund assessed humanitarian action in Somalia and improve timeliness as well as coherence of humanitarian response. The fund also supports priority clusters and regional priorities in accordance with identified needs. CHF Somalia fas developed an accountability framework based on 4 pillars: Reporting, Monitoring, NGO Capacity Assessment and Projects Audit. According to this framework approved by the CHF board in December 2012, a pilot phase will be implemented to test the recommended monitoring tools on 40 projects."
(B) Describe in detail the capacities and needs in the proposed project locations. List any baseline data. If necessary, attach a table with information for each location. (maximum 1500 characters) *	Since 2010, CHF has funded 436 projects and more than 75 in 2012. The implementation phase of the accountability framework on the programmatic monitoring pillar has identifed 4 monitoring methods applicable to the Somalia context : fields visits including third party monitoring, remote monitoring, call center, SMS and satellite image. The output of this project will be monitored by the CHF Monitoring Working Group. OCHA is therefore seeking UNOPs services in selecting contractors that would comply with the TOR of the CHF Monitoring activities pf this pilot phase.
(C) List and describe the activities that your organization is currently implementing to address these needs.(maximum 1500 characters)	Under the overall supervision of OCHA/CHF and in close collaboration with CHF partners, the 4 contractors will conduct monitoring activities of 40 projects among the many implemented the first allocation 2012 (35), 1 ER project and 4 projects from the second allocation 2012. The breadown per cluster is EDU:1; FS: 8; Health: 8; NFI/Shelter: 4; NUT:5; Protection: 2; WASH: 12. The breakdwon per region is Lower Juba: 13; Banadir: 15; Middle Shabelle: 10; Bakool:3. A detailed list of projects to be monitored will be provided by the CHF secretariat to the contractors. The objectif of this project is to test the Third party and call center activities. We will be able to evaluate the best combination of monitoring tools that will give us the best confidence of achievment at the field level. 37 projects will be monitored using a third party monitoring in 3 differents regions with 3 different contractors. 24 projects will be monitored using call campaign activies with one contractor.

4. LOGICAL FRAMEWORK (to be completed by organization)

(A) Objective*	Monitor CHF projects in 4 Region in Somalia, Lower Juba, Middle Shabelle, Bakool and Banadir			
(B) Outcome 1*	The monitoring of 37 projects is successfully conducted using the third party monitoring tool in Lower Juba, Middle Shabelle and			
(C) Activity 1.1*	Selection of 3 contractors, one in each region			
(D) Activity 1.2	Third party monitoring activities for the 3 contractors (Desk review, field visit, interview, focus group..)			
(E) Activity 1.3	Report on each project plus a global one per region. The report will include all the template, and support document needed for this			
(F) Indicator 1.1*	Enabling Programmes	Number of CHF projects monitored per cycle	**Target***	37
(G) Indicator 1.2	Enabling Programmes	Number of report received	**Target**	40
(H) Indicator 1.3	Enabling Programmes		**Target**	
(I) Outcome 2	The monitoring of 24 projects is successfully conducted using Call center activities monitoring tool in the 4 regions Lower Juba,			
(J) Activity 2.1	Selection of the contractor in charge of the Call center application			
(K) Activity 2.2	Workshop to test the questionnaire and trained the operators			
(L) Activity 2.3	Conduct the call campaign and report on each project			
(M) Indicator 2.1	Enabling Programmes	Number of CHF projects monitored per cycle	**Target**	24
(N) Indicator 2.2	Enabling Programmes	Number of report received	**Target**	25
(O) Indicator 2.3	Enabling Programmes	Number of calls done 6500/ number of call needed for the	**Target**	6500
(P) Outcome 3				
(Q) Activity 3.1				
(R) Activity 3.2				
(S) Activity 3.3				
(T) Indicator 3.1	Enabling Programmes	Enabling Programmes	**Target**	
(U) Indicator 3.2	Enabling Programmes		**Target**	
(V) Indicator 3.3	Enabling Programmes		**Target**	
(W) Implementation Plan* Describe how you plan to implement these activities (maximum 1500 characters)	All activities will be monitored according the Accountability work plan and will be assisted by the CHF monitoring working group.			

5. MONITORING AND EVALUATION (to be completed by organization)

(A) Describe how you will monitor, evaluate and report on your project activities and achievements, including the frequency of monitoring, methodology (site visits, observations, remote monitoring, external evaluation, etc.), and monitoring tools (reports, statistics, photographs, etc.). Also describe how findings will be used to adapt the project implementation strategy. (maximum 1500 characters) *

All activities will be monitored according the Accountability work plan and will be assisted by the CHF monitoring working group.

(B) Work Plan
Must be in line with the log frame.
Mark "X" to indicate the period activity will be carried out

Activity	Timeframe: Please select 'weeks' for projects up to 6 months, and 'months' for projects up to 12 months					
	Week 1-4	Week 5-8	Week 9-12	Week 13-16	Week 17-20	Week 20-24
1.1*	X					
1.2	X					
1.3		X				
2.1		X				
2.2		X				
2.3			X			
3.1			X			
3.2 0						
3.3 0						

6. OTHER INFORMATION (to be completed by organization)

(A) Coordination with other activites in project area
List any other activities by your or any other organizations, in particular those in the same cluster, and describe how you will coordinate your proposed activities with them

	Organization	Activity
1	CHF Monitoring Working Group	Evaluate the pilot phase monitoring of CHF funded projects and advise CHF on p
2		
3		
4		
5		
6		
7		
8		
9		
10		

(B) Cross-Cutting Themes
Please indicate if the project supports a Cross-Cutting theme(s) and briefly describe how. Refer to Cross-Cutting respective guidance note

Cross-Cutting Themes	(Yes/No)	Outline how the project supports the selected Cross-Cutting Themes.	Write activity number(s) from section 4 that supports Cross-Cutting theme.
Gender	Yes	The external monitoring review will take gender aspects into account.	
Capacity Building			