

CHF 2012 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-sudanfinancing/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 and copy kizito@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 three 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: _____

Section 1 – Project Details

Date of Request	24 Aug 2012, resubmitted 30 Aug 2012	Cluster	Emergency Telecommunications Cluster
Organization Name:	WFP	Contact Name:	Haider Baqir
Allocation ID(CHF TS to fill in):	R/005/12	Contact Email/Tel No.:	Haider.baqir@wfp.org ; +211 922465540
Project Code:	SSD-12/CSS/46580	Date of Allocation:	08 June 2012
Location:	South Sudan	Amount Allocated:	US\$210,248
Project Title:	Provision of Security Telecommunications to the Humanitarian Community		

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

Type of Revision:	Reason for No-Cost Extension:
Indicate the type (s) of revision being requested.	Indicate reason (s) for no-cost extension.
<input type="checkbox"/> Significant change in activities <input checked="" type="checkbox"/> Change in project duration/NCE <input type="checkbox"/> Change in outcome/output <input type="checkbox"/> Change in beneficiaries Other Specify: _____	<input type="checkbox"/> Change in location <input checked="" type="checkbox"/> Change in targets <input type="checkbox"/> Change in budget <input type="checkbox"/> Change in recipient project Other Specify: _____
	<input type="checkbox"/> Insecurity <input checked="" type="checkbox"/> Internal administrative delays <input type="checkbox"/> Staffing/recruitment delays Other Specify: _____
	<input type="checkbox"/> Programmatic delays <input type="checkbox"/> Delays in finalizing PPA <input type="checkbox"/> Delays in disbursement of funds <input type="checkbox"/> Delays in organization's internal transfer of funds

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 Aug 2012**
 Amount of Funds Unspent as of **31 Aug 2012**
 Amount of Funds Committed But Not Spent by **03 Sept. 2012**
 Percentage of Activities Completed as of **31 Aug 2012**

\$207,612
\$2,636
\$2,636
90%

Section 4

This section is for the app

OCHA South Sudan:

31/08/12

Endorsed by Mr. Vincent Lelei, OCHA Head of Office, South Sudan

Review Date

Humanitarian Coordinator South Sudan

Approved by Mr. 1001 Lander, USHSG/R/HQ 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 key activities and outcomes remain the same; the request for the no-cost extension is only due to the delay in recruitment of staff. Refer to number 6 for revision details.

*Delays at the border for importation of budget line item 1.1 (full ETC Kit) have increased the cost of border taxes from USD 8,400 to USD 15,807.

*Staffing/Recruitment issues have also impacted implementation CHF funds as it follows:

1. The ETC Coordinator costs have been reduced because the coordinators salary was covered by the WFP-EMOP.
2. The ICT Assistant's arrival has been delayed for one month because the ETC has covered the gap caused by recruitment using a Standby Partner seconded from RedR. Furthermore, due to WFP regulations, any TDY staff deployed for less than six weeks does not receive salary by the project which covers only DSA and travel costs. As such, the salary budget line was reduced to zero.

The no cost extension is being sought for one month to allow for the activities of the ICT assistant.

Review remarks by cluster coordinator.	Name of reviewer	Haider Baqir
Explain the rational to endorse or reject the request		
I fully endorse the request to extend the CHF funding at no additional cost due to unexpected and uncontrollable delays as stated above.		
Review remarks by CHF Technical Secretariat:		
	Name of reviewer	Federica D'Adreagiovanni
OCHA recommends granting WFP the requested NCE and allocation revision to enable them pay for the increased importation cost of the ETC kit and complete implementation of the remaining project activities. Importation cost increased due to the increased taxes as a result of delays of the kit at the border.		

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.			
Outcomes	1) One ETC service site operational. 2) Improved operational security environment for staff and assets 3) Improved ETC Preparedness to respond to new emergency Enhanced operational response and coordination among humanitarian agencies.			Outcomes	1) One ETC service site operational. 2) Improved operational security environment for staff and assets 3) Improved ETC Preparedness to respond to new emergency Enhanced operational response and coordination among humanitarian agencies.		
Key Activities	1. Establish the necessary equipment for one emergency location (Security communications, data communications and power supply) and pre-position in Juba as per contingency plan; 2. Maintain the necessary staffing to operate the current setup and empower the surge capacity; and 3. Coordinate the ETC activities			Key Activities	1. Establish the necessary equipment for one emergency location (Security communications, data communications and power supply) and pre-position in Juba as per contingency plan; 2. Maintain the necessary staffing to operate the current setup and empower the surge capacity; and 3. Coordinate the ETC activities.		
Locations (specify county):	One emergency location as needed			Locations (specify county):	One emergency location as needed		
Beneficiaries:	Total: 342 NGOs (155 international and 187 national non-governmental and faith based organizations), 25 UN agencies and international organizations operating in South Sudan			Beneficiaries:	Total: 342 NGOs (155 international and 187 national non-governmental and faith based organizations), 25 UN agencies and international organizations operating in South Sudan		
Duration:	08 June 2012 – 08 Aug 2012			Duration	08 June 2012 – 30 Sept 2012		
Indicative CHF Budget:	Supplies, Commodities, Equipment, Transport	177,303		Indicative CHF Budget:	Supplies, Commodities, Equipment, Transport	184,710	
	Personnel	13,500			Personnel	7,790	
	Staff Travel	5,690			Staff Travel	3,993	
	Training/Workshop/Seminar/Campaign	0			Training/Workshop/Seminar/Campaign	0	
	Contracts	0			Contracts	0	
	Vehicle Operating and Maintenance Costs	0			Vehicle Operating and Maintenance Costs	0	
	Office Equipment and Communication	0			Office Equipment and Communication	0	
	Other Administrative Costs	0			Other Administrative Costs	0	
	Programme Support Costs (PSC)	13,755			Programme Support Costs (PSC)	13,755	
	Total:	210,248			Total:	210,248	

Revised Budget

Total Estimated Budget USD 210,248

Page 1									
Items Description (insert more budget line rows as needed)		Unit	Qty	Unit Cost	Original total Cost (USD)	Revised total Cost (USD)	Variance	*Other secured funding	
1	SUPPLIES/COMMODITIES/EQUIPMENT/TRANSPORT (please itemize expendable operational inputs including asset purchases)								
1.1	Full ETC Kit, includes Full IT Kit (VSAT, Wireless access points, etc.) Telecommunication Kit (Repeater, Full radio-room equipment, etc), Electricity Kit (Generator, Cables).	Container	1.0	168,903.45	168,903	168,903	(0)		
1.2	ETC Kit over-land transport (Mombasa-Juba)	MT	300.0	28.0	8,400	15,807	7,407		
1.3	Sub-total SUPPLIES, COMMODITIES...				177,303	184,710	7,407		
2	PERSONNEL (provide detailed information on responsibility/title, post location and the percentage dedicated to the CHF project)								
2.1	ICT Assistant (based in Juba covering ETC field sites)	Staff	1.0	2,250.0	2,250	0	(2,250)		
2.2	ETC Coordinator (based in Juba supporting ETC field sites)	Staff	1.0	11,250.0	11,250	7,790	(3,460)		
	Sub-total PERSONNEL COSTS				13,500	7,790	(5,710)		
3	STAFF TRAVEL (lebens, DSA, Peridium, Terminals - Provide detailed description of staff members title, post location...)								
3.1	1 ICT Assistant (DSA+Hazard)	Day	30.0	123.00	3,690	2,463	(1,227)		
3.2	1 ICT Assistant (Travel) from Juba to each emergency location (Maban, Renk, Plbot and Yida/Bentiu)	Flight	10.0	200.00	2,000	1,530	(470)		
3.3	Sub-total STAFF TRAVEL				5,690	3,993	(1,697)		
4	TRAININGS, WORKSHOPS, SEMINARS, CAMPAIGNS - (Describe type of training, number of participants, location, duration)								
4.1	Sub-total TRAINING, WORKSHOPS...				0				
5	CONTRACTS (specialized services for the project provided by outside contractors or partners/NGOs)								
5.1					0				
5.2					0				
	Sub-total CONTRACTS				0				
6	VEHICLE OPERATING & MAINTENANCE COSTS (provide detailed information on item/activity, location)								
6.1	Sub-total VEHICLE OPERATING & MAINTENANCE COSTS				0				
7	OFFICE EQUIPMENT & COMMUNICATIONS (provide detailed information on item/activity, location)								
7.1					0				
7.2					0				
	Sub-total OFFICE EQUIP. & COMMUNICATIONS				0				
8	OTHER COSTS (e.g. bank charges, fuel for office generator) - (provide itemized description of costs)								
8.1					0				
	Sub-total OTHER COSTS				0				
	(A) SUBTOTAL Project Costs				196,493				
	(B) Programme Support costs Not to exceed 2% of Project requirements(A)			% PSC rate>>	7%	13,755			
	(C) AUDIT COSTS for NGO implemented projects NOT LESS THAN 1% of the Project Costs (A) and PSC (B)					0			
	GRAND TOTAL (A+B+C)				210,248				

Project Overview									
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