

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 and copy 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/SA1/0440

Section 1 – Project Details

| | | | |
|--|---|-------------------------------|---|
| Date of Request | 16 April 2014, Re-submitted 2 May 2014 | Cluster | Mine Action(MA) |
| Organization Name: | Operation Save Innocent Lives (OSIL) | Contact Name: | Taban Roy Gordon |
| Project Code: | SSD-14/MA/60494 | Contact Email/Tel No.: | tabanroy@gmail.com Tel. +211 977105040 |
| Location: | Jongeli & Lakes states | Date of Allocation: | 15 th Jan 2014 |
| Duration (start and end date as PPA/agreement): | 15 th Jan -15 th May 2014 | Amount Allocated: | US\$58,934 |
| Project Title: | Mine Risk Education (MRE) on the dangers posed by explosive remnants of war (ERW) and Hazard Areas (HA) marking Jonglei, Central and Equatoria states | | |

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

| | | | | | | | | | | | | | | | | | | | |
|---|--|---|--|---|---|--|--|----------------------|--|-------------------------------------|--|--|--|--|--|--|--|---|---|
| <p>Type of Revision: Indicate the type (s) of revision being requested.</p> <table border="0"> <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 style="text-align: center;">No. of month requested: <u>2months</u> New end date: <u>15th July 2014</u></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>Reason for NCE: Indicate reason (s) for no-cost extension.</p> <table border="0"> <tr> <td><input type="checkbox"/> Insecurity</td> <td><input type="checkbox"/> Programmatic delays</td> </tr> <tr> <td><input type="checkbox"/> Inaccessibility</td> <td><input checked="" type="checkbox"/> Delays in finalizing PPA</td> </tr> <tr> <td><input 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 type="checkbox"/> Insecurity | <input type="checkbox"/> Programmatic delays | <input type="checkbox"/> Inaccessibility | <input checked="" type="checkbox"/> Delays in finalizing PPA | <input 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 |
| <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: _____ | | | | | | | | | | | | | | | | | | |
| <input type="checkbox"/> Insecurity | <input type="checkbox"/> Programmatic delays | | | | | | | | | | | | | | | | | | |
| <input type="checkbox"/> Inaccessibility | <input checked="" type="checkbox"/> Delays in finalizing PPA | | | | | | | | | | | | | | | | | | |
| <input 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 | | | | | | | | | | | | | | | | | | |

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 **15th April.2014**

Amount of Funds Unspent as of **15th April.2014**

Amount of Funds Committed But Not Spent by **15th April.2014**

Percentage of Activities Completed as of **15th April.2014**

| | |
|-----------------|--------------|
| \$37,413 | 63.5% |
| \$248 | 0.7% |
| \$21,274 | 36% |
| 60% | |

Section 4

This section is for the approving official's review.

OCHA South Sudan:

Endorsed by **Ms. Catherine Howard**, OCHA Deputy Head of Office, South Sudan

Review Date _____

Humanitarian Coordinator, South Sudan

Approved by **Mr, Toby Lanzer**, DSRSG/RC/HC/UNDP RR, South Sudan

Review Date _____

Section 5 – Revision Description and Justification

| Description and justification of requested change | | |
|--|-------------------------|--|
| <p>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.</p> <p>To reallocate funds to a new project, please provide a detailed explanation for why the new project was chosen to receive the reallocation.</p> <p>Please provide revision details in the revision table in section 6 of this document.</p> | | |
| <p>There was a delay in the development of the Project Partnership Agreement (PPA), signing and fund transfer by 38days. Another 15 days spent on internal Administration issues related to finance, logistics and Human resources.</p> <p>Internal days in logistics supplies and human resource recruitment had let to some delays.</p> <p>Because of the delays, we fell short of the our targets and under spent the funds. We did not anticipate this delays thus could not achieve all our targets within the planned time frame as per the project thus will not be able to spent all the funds within the reduced period.</p> <p>Our analysis and projection is that the project be extended for 2 months to enable us cover the remaining unfinished planned activities</p> | | |
| <p>List activities that were implemented during project period:</p> <ol style="list-style-type: none"> 1. Conducted MRE to the IDPs and the Host communities. 2. Conducted MRE safety briefing to the IDPs at the port of entry and exit 3. Conducted TOT MRE training to organized women groups in the IDP camps in Mingkaman. 4. Delivered MRE to School children and Non-School children at the IDP camps and the Host communities. 5. Marking of HA marked by DCA team in the IDP camp near Temporary learning Space (TLS) for children | | <p>List outstanding activities:</p> <ul style="list-style-type: none"> • Delivering of MRE to the IDPs and the host communities in the camps. • Conduct TOT MRE training for organized women Group in the camps. • MRE safety briefing at the port (for the IDPs entering and leaving the camp |
| Review remarks by cluster coordinator. | Name of reviewer | Sasha Logie |
| <p>Explain the rational to endorse or reject the request</p> <p>The sub-cluster lead supports the request for a NCE based on the justifications given above. In addition to the humanitarian response OSIL is conducting in areas affected by the ongoing conflict to provide Risk Education to people living with the threat posed by explosive remnants.</p> | | |
| Review remarks by CHF Technical Secretariat: | Name of reviewer | David Throp |
| <p>CHF TS reviewed and requested the partner to address some comments. All the requested information was provided. In addition, CHF TS asked the Mine Action cluster to give their review remark.</p> <p>The cluster endorsed the NCE request on the above justification.</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 | <ul style="list-style-type: none"> 15,000 individuals reached through Mine Risk Education(MRE) this include most at-risk population (Refugees, IDPs, and humanitarian workers 50 Hazard area survey, marked and recorded Children peer to peer educator trained OSIL team accredited for a year by UNMAS Review and production of <ul style="list-style-type: none"> -MRE trainers handbooks -Banners -flip charts Mine risk Education delivery and safety briefing for; <ul style="list-style-type: none"> -Women, Girls, men and Boys Beneficiaries demonstrate improved knowledge and skills in keeping safe from explosive remnants of war | Output | <ul style="list-style-type: none"> 12,300 people reached through Mine Risk Education(MRE) this include most at-risk population (Refugees, IDPs, and humanitarian workers 28 Hazard area survey, marked and recorded OSIL team accredited for a year by UNMAS Mine risk Education delivery and safety briefing for; <ul style="list-style-type: none"> -Women, Girls, men and Boys Beneficiaries demonstrate improved knowledge and skills in keeping safe from explosive remnants of war | | |
| Key Activities | <ul style="list-style-type: none"> Production of MRE awareness materials Deployment of MRE team to the project site Training of trainers for Children External Quality Assurance visits and operational accreditation of one MRE team Conducting Internal quality assurance every six weeks MRE for most at risk populations; women, children aid workers in IDP camps Marking hazard areas | Key Activities | <ul style="list-style-type: none"> Deploying MRE team to the project site MRE delivery to most at risk population Conducting external quality Assurance and accreditation by UNAS Surveying and marking Hazard areas Regular internal Quality assurance | | |
| Locations (specify county): | Awerial county, lakes state and Bor South, Jonglei | Locations (specify county): | Bor south County, Jonglei state | | |
| Beneficiaries: | 4,500 Women, 4,000 men, 3,500 girls and 3,000 boys | Beneficiaries: | 3,800 women, 3,200 men, 2,800 girls and 2,500 boys | | |
| Duration: | 15 th Jan -15 th May 2014 | Duration | 15 th Jan. – 15 th July 2014 | | |
| Indicative CHF Budget: | Relief Items and Transportation | | Indicative CHF Budget: | Relief Items and Transportation | |
| | Personnel | 12,040 | | Personnel | 12,040 |
| | Staff Travel | 7,200 | | Staff Travel | 7,200 |
| | Training/Workshop/Seminar/Campaign | 2,000 | | Training/Workshop/Seminar/Campaign | 2,000 |
| | Contracts/ Sub grant | 12,855 | | Contracts/ Sub grant | 13,440 |
| | Vehicle Operating and Maintenance Costs | 14,640 | | Vehicle Operating and Maintenance Costs | 14,640 |
| | Office Equipment and Communication | 4,853 | | Office Equipment and Communication | 4,853 |
| | Other Costs | 945 | | Other Costs | 945 |
| | Programme Support Costs (PSC) | 3,817 | | Programme Support Costs (PSC) | 3,232 |
| | Audit cost (NGOs only) | 584 | | Audit cost (NGOs only) | 584 |
| | Total: | 58,934 | | Total: | 58,934 |

