

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 [CHF@southsudan@un.org](mailto:CHF@southsudan.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/SA1/0437

Section 1 – Project Details

Date of Request	27 May 2014, Resubmitted 16 June 2014	Cluster	Mine Action
Organization Name:	DanChurchAid (DCA)	Contact Name:	Signe Normose
Project Code:	SSD-14/MA/59934	Contact Email/Tel No.:	sno@dk.dk +45 33 15 28 00
Location:	Jonglei and Lakes	Date of Allocation:	16 January 2014
Duration (start and end date as PPA/agreement):	01 January 2014 – 30 June 2014	Amount Allocated:	\$200,829USD
Project Title:	Humanitarian mine action in support of development and Humanitarian Activities in South Sudan		

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

Type of Revision: Indicate the type (s) of revision being requested.	Reason for NCE: Indicate reason (s) for no-cost extension.																		
<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>No. of month requested <u>2</u> New end date: 31 August 2014</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: _____	<table border="0"> <tr> <td><input checked="" type="checkbox"/> Insecurity</td> <td><input type="checkbox"/> Programmatic delays</td> </tr> <tr> <td><input type="checkbox"/> Inaccessibility</td> <td><input 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 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 type="checkbox"/> Inaccessibility	<input type="checkbox"/> Delays in finalizing PPA	<input type="checkbox"/> Staffing/recruitment delays	<input type="checkbox"/> Delays in disbursement of funds	<input 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 < 31/05/2014 >
 Amount of Funds Unspent as of < 31/05/2014 >
 Amount of Funds Committed But Not Spent by <31/05/2014>

Percentage of Activities Completed as of < 31/05/2014 >

\$ 110,409.86	55%
\$ 74,614.30	37%
\$ 15,804.84	8%
130% RE Beneficiaries, 130% EOD Spot Tasks, 5% HA Reports Generated, 99% Community Focal Points Trained	

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 **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>The project start date was planned for 1 January 2014 (to 30 June 2014) however, due to the recent conflict in South Sudan the teams were unable to operate the first month of the project resulting in less expenditure to the project. Therefore, DCA requests the project period extended until the 31st of August.</p> <p>After their Refresher Training, the RE team deployed to the Minkamman IDP Camp in Awerial County, Lakes State on 6 February 2014, where they immediately began giving Emergency Risk Education to IDPs who were travelling across the river Nile to Bor to look for any of their belongings that may have survived the conflict. The deployment of the EOD team happened later for two reasons: i) members of the EOD team had resigned as a result of the conflict and new replacements had to be recruited and trained, and ii) Bor was still too insecure in February for the team to deploy there. After the EOD Refresher Training, the EOD team deployed to Bor, in Jonglei State on 15 March 2014.</p> <p>Minkamman has remained relatively stable and secure since February 2014, and it is expected to remain so until the end of the project no-cost extension. Bor continues to be somewhat insecure, and the DCA HMA Security Focal Point is monitoring the security situation on a daily basis. If the security situation worsens and the EOD team is evacuated from Bor, the team will continue to operate in the greater Juba area, as an emergency response EOD team, tasked wherever UNMAS has a priority. Please note that the extension will not affect the basic purpose of the project; outputs, objectives and budget remain unchanged.</p>		
<p>List activities that were implemented during project period:</p> <ul style="list-style-type: none"> • Risk Education activity 10376 beneficiaries received Risk Education (2768 boys, 1968 girls, 2778 men and 2862 women) • Training of Community focal points 394 Community Focal Points were trained (233 men and 161 women) • Hazard Area reports 2 Hazard Area reports were generated by the RE team • EOD spot tasks Total of 104 Spot Tasks were closed by the EOD team 	<p>List outstanding activities:</p> <ul style="list-style-type: none"> • 18 Non-Technical Surveys still need to be carried out, if tasking received from UNMAS • 6 Community Focal Points need to be trained • 38 Hazard Area reports still need to be generated by the RE team (although as the team is working in the Minkamman IDP camp area, it is unlikely that this target will be reached, due to low contamination in the area) 	
Review remarks by cluster coordinator.	Name of reviewer	Sasha Logie
Explain the rationale to endorse or reject the request		
<p>In consultation with DCA, and in consideration of the delays in project implementation due to the conflict, and necessary work that DCA is undertaking to continue responding to the crisis, this request for a no cost extension is endorsed by the Sub-Cluster Lead.</p>		
Review remarks by CHF Technical Secretariat:	Name of reviewer	David Throp
<p>MA cluster reviewed and endorsed the NCE request.</p> <p>CHF TS supports the approval of the NCE request to enable the partner complete the pending priorities of the project.</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"> ▪ Conduct Emergency EOD spot tasks clearance ▪ Conduct non-technical surveys in the area of operations ▪ Deliver Emergency Risk Education to targeted at-risk population of South Sudan ▪ Provide peer-to-peer Community Focal Point training to community members and UN/NGO staff ▪ New hazardous areas surveyed and recorded ▪ DCA HMA Programme staff trained in Gender in Mine Action and HAP 	Output	<ul style="list-style-type: none"> ▪ Conduct Emergency EOD spot tasks clearance ▪ Conduct non-technical surveys in the area of operations ▪ Deliver Emergency Risk Education to targeted at-risk population of South Sudan ▪ Provide peer-to-peer Community Focal Point training to community members and UN/NGO staff ▪ New hazardous areas surveyed and recorded ▪ DCA HMA Programme staff trained in Gender in Mine Action and HAP 		
Key Activities	<ul style="list-style-type: none"> ▪ Clearance of EOD Spot Tasks ▪ Non Technical Survey conducted by DCA EOD team ▪ Delivering Risk Education messages ▪ MRE team generates new hazardous areas ▪ Implement training of DCA HMA staff 	Key Activities	<ul style="list-style-type: none"> ▪ Clearance of EOD Spot Tasks ▪ Non Technical Survey conducted by DCA EOD team ▪ Delivering Risk Education messages ▪ MRE team generates new hazardous areas ▪ Implement training of DCA HMA staff 		
Locations (specify county):	Bor, Twic East - Jonglei State Awerial , Lakes	Locations (specify county):	Bor, Twic East - Jonglei State Awerial , Lakes		
Beneficiaries:	Number of direct beneficiaries targeted in CHF Project 12,400 (4000 demining and 8000 RE beneficiaries)	Beneficiaries:	Number of direct beneficiaries targeted in CHF Project 12,400 (4000 demining and 8000 RE beneficiaries)		
Duration:	6 months (01 January 2014 – 30 June 2014)	Duration	8 months (01 January 2014 – 31 August 2014)		
Indicative CHF Budget:	Relief Items and Transportation	12,300	Indicative CHF Budget:	Relief Items and Transportation	12,300
	Personnel	100,865		Personnel	100,865
	Staff Travel	2,800		Staff Travel	2,800
	Training/Workshop/Seminar/Campaign	1,948		Training/Workshop/Seminar/Campaign	1,948
	Contracts/ Sub grant			Contracts/ Sub grant	
	Vehicle Operating and Maintenance Costs	64,800		Vehicle Operating and Maintenance Costs	64,800
	Office Equipment and Communication	2,220		Office Equipment and Communication	2,220
	Other Costs	900		Other Costs	900
	Programme Support Costs (PSC)	13,008		Programme Support Costs (PSC)	13,008
	Audit cost (NGOs only)	1,988		Audit cost (NGOs only)	1,988
	Total:	200,829		Total:	200,829