CHF Allocation Revision/No-Cost Extension Request Form

The CHF Technical Secretariat will compile <u>all</u> 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:	For CHF Technical Secretariat:			
Complete this request form and submit to the CHF Technical Secretariat at CHFsouthsudan@un.org and copy kizitoi@un.org.	☐ AA/ UNDP Informed	Date:	By:	
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 <u>two weeks before</u> expiration of approved project duration.	☐ Cluster Coordinator Informed	Date:	By:	
	☐ Grantee Informed	Date:	By:	
	☐ CHF Database Updated	Date:	By:	
	Allocation ID (CHF TS to fill in): 14/SA1/0402			

Section 1 – Project Details

Date of Request	24 April 2014, resubmitted 11 June 14	Cluster	Education
Organization Name:	Save the Children	Contact Name:	Caitlin Brady
Project Code:	SSD-14/E/60679	Contact Email/Tel No.:	c.brady@savethechildren.org.uk +211 922 412 301
Location:	Awerial	Date of Allocation:	16 January 2014
Duration (start and end date as PPA/agreement):	1 February – 30 April 2014	Amount Allocated:	US$126,497
Project Title:	Safe, Protective and Quality Education for emergency affected girls and boys from Returnees, IDP and host communities 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.
☐ Significant change in activities ☐ Change in location	☐ Insecurity ☒ Programmatic delays
☐ Change in outputs ☒ Change in budget	☐ Inaccessibility ☐ Delays in finalizing PPA
☐ Change in target beneficiaries ☐ Change in recipient org	☐ Staffing/recruitment delays ☐ Delays in disbursement of funds
☒ Change in project duration/NCE Other Specify: _____	☐ Internal admn delays ☐ Delays in organization's internal transfer of funds
	☐ Procurement delays ☐ Delay in securing supplies from pipeline
No. of month requested: **Two Months__** New end date: _30 June 2014__	Other Specify: _____N/A_____

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 < **31st May 2014** >	$ 89,908.00	71 %
Amount of Funds Unspent as of < **31st May 2014** >	$ 36,589.00	29 %
Amount of Funds Committed But Not Spent by <**31st May 2014**>		
Percentage of Activities Completed as of < **31st May 2014** >		71 %

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
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.

Save the Children's education activities started 3 weeks into the implementation period, due to minor recruitment delays. While such a minor delay itself was not disruptive, we then had significant programmatic delays relating to the willingness of teachers to teach. They originally refused to attend our first training session for lack of sitting allowance, and although we ultimately trained 97 teachers, it is quite clear that most of them are not in the classroom. Government teachers have received their salaries as recently as the most current payment distribution, but are informally striking in protest of their low wages. They have requested payment from NGO partners, which is prohibited by national Education Cluster policy. The Education Cluster in Awerial is working closely with the Awerial County and Bor County Education Departments, as well as the State MoEST in Lakes and Jonglei, and the National MoEST to resolve this issue. An earlier visit from the Lakes State Minister of Education had promising results, and we are confident that with the full support of the government, we will be able to get government teachers to continue teaching. In the meantime, although all SC CHF tents have been erected, and the majority of materials distributed, we have concerns about the quality of education being delivered, due to the training challenges and difficulty getting commitment from teachers. The two month no cost extension would allow us to effectively monitor and support these teachers, as well as tailor further trainings to their individual needs.

Program activities have not been amended and remain the same as in the original submission. However have been proposed in the budget lines to cater for emerging issues and demands. The budget allocations have been changed slightly to account for the extended project period, the decision of the cluster not to pay stipends to teachers on the government payroll and some changes to projected transportation costs. The greatest project change is the increase in training and workshop costs (from $12,624 to $21,850), which is due to the high cost of training materials. There is also an adjustment in the Logistics budget line from $1152 to $5408. In order to facilitate the complicated logistics associated with this program, we requested a secondment of a Logs Manager from the SC Tanzania office for 2.5 months. This will cover part of his salary. We have deployed an M&E Coordinator to look specifically at Education in Awerial which has led to an increase in the M&E budget from $737 to $400. This requires more than 10% LoE. 50% LoE for two months and rest is charged to another grant. Additional months entail additional salaries and allowances for the staff driver, cooks and cleaners who will continue to provide the services. Awerial requires significant supplies to run, particularly since all education officers and assistant officers live in the compound. This has necessitated an upward adjustment of 30% budget line for guest house supplies.

List activities that were implemented during project period:	List outstanding activities:
• Establishment of TLS • Distribution of School in a Box kits • Distribution of recreation kits • Distribution of blackboards • Teacher training (partially completed)	• Teacher training (completion of PSS/Life-skills and addition of new topics) • Distribution of PSS/Life-skills materials to teachers

Review remarks by cluster coordinator.	Name of reviewer	Hollyn Hammond
Explain the rational to endorse or reject the request		
Please consider the NCE for Save the Children, as has been discussed and endorsed by the Cluster.		

Review remarks by CHF Technical Secretariat:	Name of reviewer	David Throp
CHF TS reviewed and requested the partner to address some comments. The implementing partner provided the required information. CHF TS approved the request based on the justification provided above.		

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	• 8 TLSs established • 8 TLS provided with gender segregated latrines • Teachers, school administrators and PTA members trained on provision of psychosocial support to children • EiE teaching and learning materials and supplies delivered to all temporary learning spaces • Hygiene promotion conducted and buckets provided for hand-washing in all TLSs • Teachers, school administration and PTA members trained on the correct use of the distributed school supplies • Teachers, school administrators and PTA members trained on provision of psychosocial support to children • All TLSs supplied with copies of Teachers Code of Conduct and teachers trained on its application • State level Education cluster in Lakes regularly meeting and engaging with SMoE in coordination of emergency response • Surge capacity in place and available for rapid emergency response	Output	**No change** • 8 TLSs established • 8 TLS provided with gender segregated latrines • Teachers, school administrators and PTA members trained on provision of psychosocial support to children • EiE teaching and learning materials and supplies delivered to all temporary learning spaces • Hygiene promotion conducted and buckets provided for hand-washing in all TLSs • Teachers, school administration and PTA members trained on the correct use of the distributed school supplies • Teachers, school administrators and PTA members trained on provision of psychosocial support to children • All TLSs supplied with copies of Teachers Code of Conduct and teachers trained on its application • State level Education cluster in Lakes regularly meeting and engaging with SMoE in coordination of emergency response • Surge capacity in place and available for rapid emergency response
Key Activities	• Mobilize communities • Establish 8 Temporary Learning Spaces using tents provided by UNICEF • Construct emergency latrines for girls and separated latrines for boys • Provide TLSs with buckets for hand washing • Promote hand-washing with ash or with soap if available • Create awareness in the community on the importance of girl's education and children with disability and lobby for increased enrolment for both (girls and children with disability). • Create awareness on environmental hygiene within the TCFLS • Supply and pre-position 32 school in a box (emergency teaching and learning materials including textbooks, pens, pencils, chalk, stationery) 32 blackboards, 16 recreational kits, 64 tarpaulin • Train 32 volunteer teachers and school administrators on the use of the teaching, learning and recreational materials. • Train teachers and school administrators on psychosocial support and life saving messages • Training for 32 volunteer teachers on basic pedagogical competencies	Key Activities	**No change**

	- Payment of incentive to volunteer teachers - Collaborate with the respective County Education Departments ensure each TLS is supplied with Teachers' Code of Conduct, teachers' oriented on the content and ensure all teachers sign the code of conduct - Include environmental hygiene as part of life skills training and work with the school teachers and administrators to set up of garbage and waste disposal mechanisms at the TCFLS. 1- day orientation of school administrators, school teachers on correct use of school materials - Facilitate national level emergency response personnel (EiE Project Officers) to increase surge capacity during emergency in this project. 17 Jointly with UNICEF through the core pipeline pre-position education teaching, learning and recreational materials.		
Locations (specify county):	Awerial	Locations (specify county):	**No change**
Beneficiaries:	2400 children (1200 girls, 1200 boys) 80 PTA members (40 female ; 40 male) 32 Teachers (16 female; 16 male) 48 Education actors (24 males; 24 females)	Beneficiaries:	**No change**
Duration:	1 February – 30 April 2014	Duration	1 February – 30 June 2014

Indicative CHF Budget:	Relief Items and Transportation	21,408	Indicative CHF Budget:	Relief Items and Transportation	19,157
	Personnel	32,375		Personnel	28,333
	Staff Travel	12,000		Staff Travel	12,000
	Training/Workshop/Seminar/Campaign	12,624		Training/Workshop/Seminar/Campaign	21,850
	Contracts/ Sub grant	9,400		Contracts/ Sub grant	6,065
	Vehicle Operating and Maintenance Costs	12,848		Vehicle Operating and Maintenance Costs	12,848
	Office Equipment and Communication	788		Office Equipment and Communication	788
	Other Costs	15,594		Other Costs	15,996
	Programme Support Costs (PSC)	8,193		Programme Support Costs (PSC)	8,193
	Audit cost (NGOs only)	1,268		Audit cost (NGOs only)	1,268
	Total:	**126,497**		**Total:**	**126,497**

Please note that although there are no changes requested to the budget chapters, we do expect some movement between individual line items within each budget chapter, as we seek to respond to the real and changing needs in Awerial.