

### C3. Joint Programme Revision Request Form Template

## Migration MPTF Joint Programme Revision Request

#### Part A) Joint Programme Information

Joint Programme Title:	Costa Rica: Strengthening Law Enforcement and Criminal Justice Agencies' Capacity to Coordinate and Exchange Information to Investigate and Prosecute Human Trafficking and the Smuggling of Migrants
Country / Countries / Region:	Costa Rica
Project Identification Number (MPTFO Project ID number available <a href="#">here</a> ):	00140115
Convening Agent (Lead PUNO):	IOM
Participating UN Organizations (PUNOs):	UNODC and UN Women
Total approved budget (USD)	2.3 million USD
Total duration	24 months
Start and End Dates	March 16, 2023 to June 15, 2025

#### Part B) Revision Request

Date of request submission:	
Focal point name/ agency/ contact details:	Heydi González Briones/IOM/ <a href="mailto:hgonzalez@iom.int">hgonzalez@iom.int</a>
Nature of revision (tick all that applies):	<i>Please tick next to the relevant revision and provide short note on the revision requested</i>
<b>1) PROGRAMME OUTCOME, SCOPE, PUNOs</b>	
1.1) Change in scope and/or expected outcome(s)	<input type="checkbox"/>
1.2) Change in PUNOs (withdrawal, addition)	<input type="checkbox"/>
<b>2) BUDGET</b>	
2.1) Additional funding request	<input type="checkbox"/>
2.2) Change of budget allocation among PUNOs	<input type="checkbox"/>

<p><b>2.3) Budget line reallocation (within a PUNO) that:</b></p> <ul style="list-style-type: none"> <li>Exceeds 20% variance (percentage change) between outcomes or UNDG budget categories</li> </ul> <p><b>AND</b></p> <ul style="list-style-type: none"> <li>Budget line reallocation amount is more than 2% of the total Joint Programme budget</li> </ul>	<input checked="" type="checkbox"/>
<p><b>3) DURATION</b></p>	
<p><b>3.1) No cost extension beyond 12 months</b></p>	<input type="checkbox"/>
<p><b>3.2) No cost extension up to 12 months</b></p>	<input type="checkbox"/>

#### Part C) Justification

*Please provide a brief justification for the changes requested.*

*For budget revision requests, please include a summary table that clearly shows the changes to be made, with information on before/after amounts, percentage change (variance) and % total JP budget.*

This budget revision is requested to account for staffing needs during the no-cost extension period of the project, as well as to reallocate budget remainders from fully implemented activities to strengthen other core Joint Programme (JP) interventions.

The Steering Committee approved the Joint Programme revisions. At the end of August 2024, PUNOs and the Joint Steering Committee conducted a review of the work and budget implementation plans of the JP to update them in line with the approved no-cost extension (new close date: 15 June 2025). This session focused on prioritizing pending and time-sensitive activities and optimizing resource usage. Through this exercise, PUNOs identified that with the extension of the project there would be a gap in the budget needed for core staff required to implement, follow-up and close the JP.

Additionally, several activities which were already fully implemented had a remainder better explained below. PUNOs made sure that with this reallocation of funds, all activities and commitments agreed upon with government counterparts until the closing of the JP are fully funded.

**The re-allocation of the remaining balances requested are summarized below:**

**Re-allocation between UNDG budget lines:** 9.18% of funds will be re-allocated from across all UNDG categories to *Staff and other personnel costs*, to ensure required core human resources needed to complete project implementation, uphold responsibilities to the donor (including narrative and financial reports), and support the close and external evaluation of the JP. This revision will not impact on the project's capacity to complete its targets, and the government identified priorities.

Additionally, under *Outcome 1* initial plans included outsourcing the creation of a data-improvement tool to an external company to contribute to a more robust data collection and information exchange process between Government institutions. However, based on the evidence provided by the needs-based assessment on data collection and information exchange carried out, PUNOs identified that there were stronger and more efficient internal capacities to cover the required assistance and move forward with the development of a data dashboard which uses the adequate International Classification Standard for Trafficking in Persons Administrative Data (ICS-TIP) developed by IOM and UNODC in 2023.

As for *Outcome 2*, budget remainders under *Outcome 2* resulted from a methodological strategic approach agreed on with the project counterpart, the Costa Rican Health and Social Services Authority (CCSS, as per Spanish acronym). Instead of delivering separate training to the same target audience (doctors, nurses, health technicians, administrative personnel, etc. from selected institutions and communities), capacity building planned for health personnel under *Outputs 2.2* (Sensitive Health Care and migration) and *2.3* (Capacity to identify and refer victims of TiP and SoM) were delivered in a single two-and-a-half-day workshop. This workshop achieved the indicators for both outputs and separate knowledge-gain measuring instruments were implemented to understand the effectiveness of the session. CCSS also agreed to pay for the daily sustenance allowance (DSA) and transportation expenses of all 111 participants from Northern and Southern areas. This reduced costs to the JP which covered transportation and DSA of the facilitation teams from the Interinstitutional Technical Committees of the CCSS and conference related expenses (venue, catering, and materials used in the training).

As shown in the table below, the difference between original and revised budget between outcomes and with regards to the results-based budget, follows the rationale that the expense category as originally conceived had a large amount reserved for equipment and vehicles and supplies and materials, when in actuality JP's contributions in general are focused on capacity building and technical support, therefore larger expenses are better reflected under the contractual services category, whereas there were significant balances under the SSP2 and SSP3 categories.

**Table 1 Result Based Budget Revision**

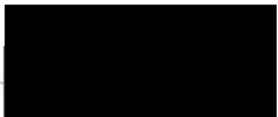


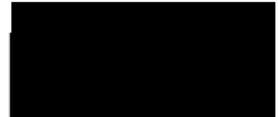
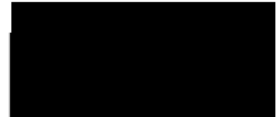
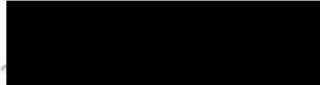
Outcome	Original Budget	Revised Budget	Difference	Variance
1	810,940	684,164	- 126,776	-16%
2	543,300	460,745	- 82,555	-15%

This re-allocation request ensures full funding of all remaining activities in the workplan, including the external evaluation and close of the JP. In some outputs, JP has surpassed targets for indicators as set out in the project document, even allowing for additional strengthening of capacities, under same indicators.

#### Part D) Supporting Documents

<b>Revised Joint Programme document (signed by the RC, if applicable, and all PUNOs)</b> <i>Please either clearly indicate the changes made in the justification section above or provide a track-change version.</i>	<input type="checkbox"/>
<b>Revised budget</b> <i>Please provide two versions – one revised budget and one that clearly indicates the changes requested using before (original) and after (revised) columns, as well as variance.</i>	<input checked="" type="checkbox"/>
<b>Joint Programme Steering Committee document</b> <i>Please submit the Joint Programme Steering Committee decisions document or minutes to confirm the Steering Committee approved the Joint Programme revision.</i>	<input checked="" type="checkbox"/>
<b>Other documents</b> <i>Please specify.</i>	<input type="checkbox"/>

#### Part E) Signatures – submitters

<b>Resident Coordinator</b> <b>UNS Costa Rica</b>  <b>Name of Resident Coordinator</b> <b>Allegra Baiocchi</b>  <b>Date</b> 02-Oct-2024  <b>Signature</b> 	<b>Name of Convening Agent</b> <b>International Organization for Migration</b>  <b>Name of Representative</b> <b>Rene Francisco Celaya</b> <b>Chief of Mission</b>  <b>Date</b>   <b>Signature</b> 
<b>Name of PUNO</b> <b>United Nations Office on Drugs and Crime</b>  <b>Name of Representative</b> <b>Sylvie Bertrand</b> <b>Regional Representative for Central America and the Caribbean</b>  <b>Date</b>   <b>Signature</b> 	<b>Name of PUNO</b> <b>UN Women</b>  <b>Name of Representative</b> <b>Maria Noel Vaeza</b> <b>Regional Director for the Americas and the Caribbean</b>  <b>Date</b> 08/10/2024  <b>Signature</b> 

The Steering Committee approved the Joint Programme revisions

*Below to be completed by the Fund Management Unit (FMU):*

Part F) Review	
<b>FMU Comments and Recommendations:</b>	The revision request was reviewed by the Fund Management Unit and recommended for approval.
Part G) Decision	
<b>Decision:</b>	<input checked="" type="checkbox"/> <b>Approve</b> <input type="checkbox"/> <b>Approve with modifications / conditions (to specify)</b> <input type="checkbox"/> <b>Not approve</b>
<b>Comments (if any):</b>	The Steering Committee approved the Joint Programme revision request at its 13th meeting on 22 November 2024 as reflected in the publicly available Steering Committee Summary of Decisions document.
Signatures:	
<b>Migration MPTF Steering Committee Chair:</b>  <i>Date</i>  <i>Signature</i>	<b>Head of FMU:</b>  <i>Date</i> <b>GRANDET</b> <i>Signature</i> <b>Philippe Djibril Antoine</b> Digitally signed by GRANDET Philippe Djibril Antoine Date: 2025.01.08 16:27:47 +01'00'