Deadline for submission of concept notes: 19 February 2018, 23:59 hours Juba time

I. ALLOCATION OVERVIEW

A) Introduction / Humanitarian situation
Throughout 2017 the humanitarian situation in South Sudan worsened, leaving an estimated 7 million people in need in 2018. The 2018 Humanitarian Needs Overview\(^1\) outlines how the compounding effects of violence and economic decline have continued to erode the capacity of people to mitigate risks to life, livelihoods and wellbeing. Some 4 million people have been uprooted since the crisis began in late 2013, including around 2 million displaced internally and 2 million moving to neighbouring countries as refugees. Levels of hunger and malnutrition have reached unprecedented levels, with over 5 million people severely food insecure and over 1 million children acutely malnourished. Violence and rights violations are ubiquitous and unconstrained. The extent and duration of disease outbreaks is the worst seen, with health services ravaged and overwhelmed. Children face recruitment, abuse, exploitation and separation, with some 2 million out of school.

B) Humanitarian Response Plan (HRP)
The 2018 Humanitarian Response Plan (HRP)\(^2\) aims to meet the most critical needs of 6 million most-at-risk people, at a cost of $1.7 billion. SSHF partners are working to save lives, reinforce protection and support coping capacities. Prioritising rigorously, negotiating access, upholding the centrality of protection, being accountable to affected people and strengthening the application of cash-based programming are key strategic elements within the HRP.

This allocation contributes to the three overarching outcomes and the cluster-specific objectives set out in the HRP. Activities to be supported will be aligned with the top priorities as set out under the first funding quartile in the HRP prioritisation framework.

II. ALLOCATION STRATEGY

A) Purpose
The overarching intent of this allocation is to provide resources to kickstart most time-critical, life-saving frontline activities at the beginning of the 2018 HRP. The allocation will provide US$ 21 million to address:

- populations facing **greatest needs from the compound effects of displacement, hunger and disease** (three predominant drivers of need), with focus on integrated response; and
- other populations facing **greatest protection risks** (potentially including smaller pockets of recently displaced people)

Prioritisation is informed by the severity of needs and the number of people at risk in any given location (scale and scope); and populations at greatest risk due to actual or imminent absence of frontline services (most critical gaps).

The allocation will also support ‘enablers’ (common logistics services), where considered indispensable for the delivery of the frontline response. Core pipeline projects are not eligible, in view of an allocation dedicated to support core pipelines that was conducted at the end of 2017.

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About Country-based Pooled Funds (CBPFs):
CBPFs allow donors to pool their contributions into single, unearmarked funds to support local humanitarian efforts. This enables humanitarian partners in crisis-affected countries to deliver timely, coordinated and principled assistance.

B) Other considerations
To be considered for funding, activities should be consistent with CERF life-saving criteria. The allocation will promote quality programming, particularly with respect to inter-sector synergies and integrated programming, as well as regarding protection, gender and accountability to affected populations.

Feasibility of implementation is a key consideration. In view of the magnitude of humanitarian needs and the limited funds available, only those activities that are immediately implementable will be supported. Modalities will be prioritised that enable rapid and adaptable response in light of the volatile context, insecurity, access constraints and other operational challenges.

The allocation will support a response that is as ‘local as possible, as international as necessary’, in line with outcomes from the World Humanitarian Summit and the Grand Bargain commitments. ‘Pass-through’ of funds by UN Agencies or international NGOs to national NGOs is proscribed, in favour of direct funding to national NGOs where appropriate requirements are met. While recognising that the vast majority of frontline work is undertaken by international and national NGOs, UN Agencies may also be considered for funding for frontline activities provided there is a compelling justification that doing so represents best use of the limited resources available.

Funds allocated shall be complementary to, and not duplicative of, resources available from other funding streams. Cluster requirements and envelopes are based on an understanding of other resources available. When reviewing specific project proposals from partners, other funding will be taken into account to ensure that funds allocated are complementary to, and do not duplicate, funding from other sources or previous SSHF allocations.

C) Prioritisation / Envelopes
An inclusive and consultative process has established a detailed prioritisation framework, including envelopes for clusters and key activities. Following issuance by the SSHF Advisory Board of a ‘scoping paper’ establishing the overarching intent of the allocation and other conditions, clusters set out their initial priorities and requirements and other supporting information. This was compiled and peer-reviewed by the Inter-Cluster Working Group and OCHA / SSHF Technical Secretariat (TS), allowing clusters to question one another’s strategies, explore integrated approaches and arrive at common conclusions regarding collective priorities for funding. The final collective, inter-cluster proposition was defended before the SSHF Advisory Board prior to final endorsement.

Endorsed cluster envelopes are:

<table>
<thead>
<tr>
<th>Cluster</th>
<th>Endorsed envelope</th>
</tr>
</thead>
<tbody>
<tr>
<td>Health</td>
<td>$3,700,000</td>
</tr>
<tr>
<td>Nutrition</td>
<td>$3,145,000</td>
</tr>
<tr>
<td>Protection</td>
<td>$2,950,000</td>
</tr>
<tr>
<td>WASH</td>
<td>$2,500,000</td>
</tr>
<tr>
<td>FSL</td>
<td>$2,105,000</td>
</tr>
<tr>
<td>Logistics</td>
<td>$2,000,000</td>
</tr>
<tr>
<td>Education</td>
<td>$2,000,000</td>
</tr>
<tr>
<td>ES &amp; NFI</td>
<td>$1,800,000</td>
</tr>
<tr>
<td>CCCM</td>
<td>$800,000</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$21,000,000</strong></td>
</tr>
</tbody>
</table>

For each cluster envelope, details of prioritised activities, locations and estimated beneficiaries to be reached are provided below.

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3 https://docs.unocha.org/sites/dms/CERF/FINAL_Life-Saving_Criteria_26_Jan_2010__E.pdf

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CBPFs allow donors to pool their contributions into single, unearmarked funds to support local humanitarian efforts. This enables humanitarian partners in crisis-affected countries to deliver timely, coordinated and principled assistance.
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**Envelope 4: Health Cluster USD 3.7 million**

**Main activities, target locations:**

- Emergency health services through mobile teams: 184,714 beneficiaries ($1,300,000)
- Emergency health services through PHCUs: 200,000 beneficiaries ($1,400,000)
- Emergency health services through rapid response mechanism: 142,857 beneficiaries ($1,000,000)
- Total of 528,571 beneficiaries

**Target Counties:** Bor, Leer, Mayendit, Paniyar, Yirol East, Aweil, Rubkhnna (POC site), Kapoeta, Akobo, Juba (POC site), Duk, Ayod, Uror, Nyirol, Wau, Malakal (POC site), Twic, Nasir, Kajojeji, Fashoda

**Main Standard Output Indicators:**

- Number of OPD Consultations
- Number of children 6-59 months receiving measles vaccination/outbreak/returnee situation
- % of epidemic prone disease alerts verified and responded to within 48 hours
- Number of health Facilities providing SGBV/CMR services
- Number of health workers trained on infection prevention and control (WASH in health facilities)
- Number of children under5 with SAM+MC treated in SC
- Number of Beneficiaries from RRM/ICRM response

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**Envelope 5: Logistics Cluster USD 2 million**

**Main activities, target locations:**

- Support to Common Transport Services (CTS) out of 6 key hubs ($1,300,000)
- Support to UNHAS ($700,000)
- Together, these common logistics services support up to 240 humanitarian organisations

**Main Standard Output Indicators:**

- Amount of cargo moved in Logistics Cluster air operations support
- Number of ‘beyond’ responses completed (Bentiu, Wau)
- Number of security evacuations/medevacs completed
- Number of ICWG priority locations supported

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**Envelope 6: Nutrition Cluster USD 3.1 million**

**Main activities, target locations:**

- Management of SAM in 9 counties, 16,528 beneficiaries ($1,966,735)
  **Target counties:** Twic Mayandit, Pigi canal, Nyirol, Uror, Leer, Wau, Ayod, Kapoeta East
- Management of MAM in 9 counties, 41,472 beneficiaries ($1,078,265)
  **Target counties:** Twic Mayandit, Pigi canal, Nyirol, Uror, Leer, Wau, Ayod, Kapoeta East, Ayod
- SMART surveys in 4 of the same 9 counties ($100,000)
  **Target counties:** Twic, Wau, Mayandit, Ayod

**Main Standard Output Indicators:**

- Number of new SAM cases admitted/month
- Cure rate, death rate, defaulter rates
- Number of new MAM cases admitted/month
- GAM/SAM and mortality (crude and under-five) (for SMART surveys)
About Country-based Pooled Funds (CBPFs):
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Envelope 9: WASH Cluster USD 2.5 million

Main activities:

- WASH services for a total of 185,185 beneficiaries in 27 target counties areas with highest:
  1. IPC and GAM rates ($1,315,000)
  2. highest GBV risks (in relation to protection risks) ($263,000)
  3. highest incidence of cholera/disease outbreaks ($922,000)

  Target counties: Leer, Torit, Koch, Rubkona, Mayendit, Mayom, Juba, Panyijar, Wau, Duk, Budi, Pariang, Bor South, Kapoeta East, Awerial, Fashoda, Ayod, Uror, Malakal, Akobo, Magwi, Abiemnhom, Yei, Nyirol, Panyikang, Twich, Pigi Canal

Main Standard Output Indicators:

- # (%) of children admitted for SAM/MAM treatment with a WASH minimum package of activities at household level (HWTS treatment for CFR > 0.2mg/l [PUR and/or Aquatab], soap with handwashing promotion)
- # (%) of target population provided with access to safe water as per agreed standards (7.5-15 litres of water per person per day) with cattle consideration (small stock water requirements, cattle ODF promotion)
- # (%) of collective water points with secure location and access agreed through focus group discussions conducted by female staff with women and girls
- # (%) of latrines with locks (or equivalent device, depending on the context- inside for users) and design improvement (intimacy/security) agreed through focus group discussions conducted by female staff with women and girls
- # (%) of vulnerable population provided with access to safe water at collective water point as per agreed standards (7.5-15 litres of water per person per day, CFR > 0.5mg/l if outbreak, such as bucket chlorination)
- # (%) of vulnerable population with a WASH minimum package of activities at public places, gathering/events/funerals and intra-domiciliary levels (jerrycan, soap with handwashing promotion, [bucket or household] water treatment for CFR > 0.5mg/l if outbreak [PUR and/or Aquatab])

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### III. Timeline

Key dates for the remaining steps in the allocation process are set out in the table below:

<table>
<thead>
<tr>
<th>Step</th>
<th>Item</th>
<th>Responsible</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Launch</td>
<td><strong>Release of Allocation Strategy Paper:</strong></td>
<td>SSHF TS</td>
<td>13 Feb 2018</td>
</tr>
<tr>
<td></td>
<td>SSHF TS issues Allocation Strategy Paper and supporting documents, to be cascaded by Cluster Coordinators to HRP partners</td>
<td></td>
<td></td>
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<tr>
<td>Call for project concept notes</td>
<td><strong>Development of project concept notes:</strong></td>
<td>Partners</td>
<td>14 – 19 Feb 2018</td>
</tr>
<tr>
<td></td>
<td>Partners prepare and submit concept notes through the GMS</td>
<td></td>
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<tr>
<td></td>
<td>Submission deadline 19 February 2018, 23:59 hours Juba time</td>
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</tr>
<tr>
<td>Review of concept notes and development of selected fully fledged project proposals</td>
<td><strong>Pre-screening:</strong></td>
<td>SSHF TS</td>
<td>20 Feb 2018</td>
</tr>
<tr>
<td></td>
<td>SSHF TS screens concept notes for general eligibility</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td><strong>Strategic Review:</strong></td>
<td>Cluster Coordinators, SRCs, SSHF TS</td>
<td>21 – 25 Feb 2018</td>
</tr>
<tr>
<td></td>
<td>Strategic Review Committees (SRCs) review and prioritise concept notes meeting basic eligibility requirements, and recommend selected concept notes for funding with corresponding budgets</td>
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<td></td>
<td><strong>Validation:</strong></td>
<td>HC, AB</td>
<td>26 – 27 Feb 2018</td>
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<tr>
<td></td>
<td>SSHF compiles portfolio of recommended concept notes for HC endorsement</td>
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<tr>
<td></td>
<td><strong>Technical Review:</strong></td>
<td>Cluster Coordinators, partners, SSHF TS</td>
<td>28 Feb – 9 Mar 2018</td>
</tr>
<tr>
<td></td>
<td>For each recommend concept note, partner submits fully-fledged proposal through the GMS, taking into account relevant feedback from the SRC and / or HC. Cluster Coordinators and SSHF TS work with partners to review and finalise project proposals to an acceptable quality</td>
<td></td>
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<tr>
<td>Approval</td>
<td><strong>Preparation of allocation letters and fund transfer requests:</strong></td>
<td>SSHF, MPTF</td>
<td>10 – 12 Mar 2018</td>
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<tr>
<td></td>
<td>In consultation with the Multi-Partner Trust Fund (MPTF) Office, SSHF TS compiles final allocation documents</td>
<td></td>
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<tr>
<td></td>
<td><strong>Final approval of allocations and fund transfers:</strong></td>
<td>HC, Heads of UN Agencies</td>
<td>13 Mar 2018 onwards</td>
</tr>
<tr>
<td></td>
<td>HC signs allocation letters, fund transfer requests. UN Agencies countersign allocation letters, including UNDP for NGO projects</td>
<td></td>
<td></td>
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<tr>
<td>Contracting and fund disbursement</td>
<td><strong>Contracting and disbursement:</strong></td>
<td>MPTF, UNDP, NGO partners</td>
<td>13 March onwards</td>
</tr>
<tr>
<td></td>
<td>MPTF disburses funds to UN Agencies, including UNDP for NGO projects. UNDP issues project agreements for NGOs. NGOs countersign project agreements and submit payment requests to UNDP. UNDP disburses funds to NGOs</td>
<td></td>
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</tr>
</tbody>
</table>
IV. Partner eligibility

There are four general conditions regarding eligibility of organisations to apply for funding:

- eligibility to apply for funding is limited to those partners participating in the 2018 HRP
- the SSHF grant cycle, including the submission and review of project concept notes, is conducted through the online Grant Management System (GMS). To apply for funding partners must be registered users of the GMS
- only partners that have completed the SSHF due diligence review are eligible to receive funding. The due diligence review is conducted through the GMS. Partners are required to submit information about legal status, banking details and other mandatory declarations
- for partners that have received funding from the SSHF in the past, all due project reports must have been submitted. This includes both narrative and financial reports, and both interim and final reports

All SSHF partners are assessed for performance on a rolling basis. Parameters include the quality and timeliness of submitted project proposals; the timeliness and quality of project implementation; the timeliness and quality of narrative and financial reporting; and the findings of audits. In certain exceptional cases an organisation may be ineligible to receiving funding as a result of past performance.

Queries related to general partner eligibility should be made to the SSHF TS as per the contact details below.

V. Project eligibility and selection criteria

Two general conditions apply in relation to the eligibility of any specific project concept note submitted:

- to apply for funding under any given cluster, the partner must have a related project in the HRP under that same cluster
- the project concept note must be submitted using the GMS by the deadline of 19 February 2018, 23:59 hours Juba time

When preparing project concept notes, partners are encouraged to liaise with respective Cluster Coordinators / Co-coordinators to ensure alignment with the endorsed prioritisation framework. During the review of submitted concept notes, only those that align with, and contribute towards, the endorsed prioritisation framework will be considered for funding. In addition to the prioritised activities, locations and delivery modalities, proper incorporation of protection, gender and Accountability to Affected Populations will be taken into account, as well as feasibility of implementation and cost effectiveness.

VI. Other stipulations

Maximum grant amount

Partners should verify their risk level on the GMS. For partners that have not previously received funding from the SSHF, a medium risk level should be presumed. Maximum grant amounts apply according to the risk level, as set out in the Operational Modalities at annex 10 of the SSHF Operational Manual:

- high risk – for projects less than 7 months $500,000; for projects between 7 and 12 months $800,000
- medium risk – for projects less than 7 months $700,000; for projects between 7 and 12 months $1,200,000
- low risk – no maximum amounts are stipulated

Minimum grant amount

The following minimum grant amounts apply:

- For UN agencies and international NGOs - $200,000
- For national NGOs - $100,000


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Project start date and maximum project period
In order to ensure that for projects selected for funding the final approval and contracting process is completed prior to the project start date, the following project start dates apply:

- for UN agency projects – 13 March 2018
- for NGO projects – 20 March 2018

Under the general conditions set out in the SSHF Operational Manual the project period shall never exceed 12 months. However, for this particular allocation round the prioritisation framework was developed with a six month implementation period in mind. During the review of concept notes, those projects that demonstrate best use of resources in terms of the time period, outputs and budget will be favoured. Unnecessarily long project periods resulting in undue expenditure in recurrent costs should be avoided, as well as unrealistically short project periods with a high likelihood of the need for a project revision or extension.

Capacity assessment
NGO partners recommended to receive funding from the SSHF for the first time will normally be subject to a capacity assessment before the project agreement can be concluded. Where a capacity assessment has previously been undertaken by another UN Agency under the UN’s Harmonised Approach to Cash Transfers (HACT), that may be taken into account in lieu of undertaking a new capacity assessment.

VII. Complaints mechanism, contact information
The SSHF Operational Manual describes the Fund’s scope and objectives; programmatic focus; governance arrangements; allocation processes; accountability mechanisms; operational modalities; and the roles and responsibilities of different stakeholders involved. The Operational Manual is designed within the framework provided by OCHA’s global Operational Handbook for Country-Based Pooled Funds (CBPFs) which outlines the rules, requirements and guidelines that apply to all CBPFs worldwide.

Complaints mechanism
The SSHF Technical Secretariat or the Head of OCHA may be approached directly by partners who believe they have been treated incorrectly or unfairly during any SSHF processes, including allocations. The email address SSHF-Feedback@un.org is also available to receive feedback and complaints.

More generally, the email address SSHF-Feedback@un.org is also available to receive feedback from users of services or recipients of assistance in connection with SSHF-funded projects; and for allegations of misuse of funds. Information received will be reviewed and appropriate measures taken to address issues raised. As necessary, the Humanitarian Coordinator will be consulted to determine appropriate action.

SSHF Contacts

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Email</th>
<th>Mobile</th>
</tr>
</thead>
<tbody>
<tr>
<td>SSHF Technical Secretariat</td>
<td>Generic SSHF e-mail account</td>
<td><a href="mailto:ochashsf@un.org">ochashsf@un.org</a></td>
<td>-</td>
</tr>
<tr>
<td>David Throp</td>
<td>UNOCHA, Head Humanitarian Financing Unit</td>
<td><a href="mailto:throp@un.org">throp@un.org</a></td>
<td>+211 922 406 061</td>
</tr>
<tr>
<td>Kizito Longa</td>
<td>UNOCHA, Planning Officer</td>
<td><a href="mailto:kizitoi@un.org">kizitoi@un.org</a></td>
<td>+211 922 406072</td>
</tr>
<tr>
<td>Ekwase Msoni</td>
<td>UNOCHA, Humanitarian Affairs Officer</td>
<td><a href="mailto:msoni@un.org">msoni@un.org</a></td>
<td>+211 922 551434</td>
</tr>
<tr>
<td>Rashid Kheir</td>
<td>UNDP, Head of SSHF Unit</td>
<td><a href="mailto:rashid.kheir@undp.org">rashid.kheir@undp.org</a></td>
<td>+211 950 500 130</td>
</tr>
</tbody>
</table>

5 http://www.unocha.org/country/south-sudan/humanitarian-fund-governance-policy-and-guidance

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Annexes

Annexes are compiled and attached to this document as separate files:

Annex 1:  
Guidance for concept note and proposal preparation in the GMS

Annex 2:  
Budget guidance

Annex 3:  
Protection mainstreaming toolkit

Annex 4:  
Mainstreaming gender to design a good quality project

Annex 5:  
CERF life-saving criteria

Annex 6:  
Check list for the review of proposals for cash-based programmes

Annex 7:  
Inter Cluster Working Group contact list