THIRD RESERVE ALLOCATION
(29 December 2020)

1. Allocation Summary

This Strategy Paper lays out the approach of allocating funds from the South Sudan Humanitarian Fund (SSHF) third Reserve Allocation - emergency response window, a modality used to respond to critical humanitarian needs that remain unaddressed in South Sudan. The total envelope for this allocation of up to **US 13 million** and will focus on lifesaving activities in counties as prioritized by the Humanitarian Coordinator, following the Advisory Board meeting of 8th of December 2020. In line with the Humanitarian Coordinators’ guidance the allocation will prioritize, where possible, integrated response programming in response to rising food insecurity in South Sudan.

2. Allocation Strategy and Rationale

The rationale for the allocation follows the strategic guidance of the Humanitarian Coordinator based on the current funding status, gap analysis data provided by sectors (Annex 1), and with consideration of on-going SSHF interventions, funded under the first Standard Allocation (SA1) and second Reserve Allocation (RA2) of 2020.

The main objective of this Reserve Allocation is to provide immediate funding to assist people in acute humanitarian needs with a view to mitigate the risks of food insecurity, negative consequences of COVID-19 in addition to protection issues in South Sudan. The HC endorsed the following two lines of action/envelopes:

a) **supporting frontline response of activities covering gaps of Priority 1 counties** (Pibor, Akobo, Tonj North, Tonj South, Tonj East, Aweil South) for population endangered from food insecurity

b) **activities supporting the core pipeline as well as logistic cluster for Priority 1 counties**. It was agreed that only SSHF partners are eligible to apply for funding and that priority will be given to support NGO frontline actors.

The following pertains:

- Only proposals that are in-line with this strategy and previously coordinated and discussed with Cluster Coordinators will be considered.
- The envelope for this Reserve Allocation is set at USD 13 million maximum. Proposals must be submitted by 19th of January 2021 (17:00 Juba time).

3. Situation overview

The Integrated Food Security Phase Classification (IPC) analysis released on 18 December 2020, projects that by mid-2021, an estimated 7.24 million people or 60 per cent of the South Sudanese population will face severe acute food insecurity and will need urgent assistance. Many of the families have exhausted their emergency coping strategies. Around 1.4 million children under age 5 are expected to be acutely malnourished in 2021, which is the highest number in three years. The global IPC identified six counties in Jonglei, Warrap, and Northern Bahr el Gahzal states – Akobo, Western Pibor, Aweil South, Tonj East, Tonj North and Tonj South—where between five to ten percent of the population is living in IPC Phase 5, meaning they face “catastrophe” levels of food insecurity. In some places, the number of people in IPC phase 5 is going to grow between December 2020 and July 2021.

Violence continues to be one of the main drivers of severe food insecurity in South Sudan. Correspondingly, the highest levels of acute food insecurity are in the places most affected by violence. For two consecutive years, intense flooding has made the situation worse. More than half a million people in Jonglei and the Greater Pibor Administrative Area and close to 400,000 people in Warrap State have been affected by the compounded effects of flooding and fighting. In addition, COVID-19 with its socioeconomic impact has made life even harder. South Sudan’s economy continues to contract, partly as a result of falling in oil prices. Essential commodity and food prices are increasing in the face of rapidly depreciating exchange rate and subsequent inflation.

Overall, 7.5 million people in South Sudan, more than 60 per cent of the entire country, need humanitarian assistance. And this number is likely to increase. Well over a million children under the age of five are forecasted...
to be malnourished – the highest number in four years. Families facing the most severe food security problems have already exhausted their emergency coping strategies and so they rely on food aid if they are going to survive.

Under such extreme conditions, people are left with little choice but to adopt harmful coping mechanisms, especially women and girls. Girls are more likely to be forced into early marriage or are more likely to drop out of school and in many cases as we know when girls drop out of school they will never return.

Humanitarian agencies and NGOs in South Sudan are scaling up a response across sectors in all of the most affected six counties. Food agencies working on food security were able to distribute emergency food to nearly 78,000 people in Pibor in November. WFP has expanded its air fleet, so that we can get food, nutrition and health services delivered more quickly in a challenging logistical and security environment.

### 4. Proposed Response

Decided by the Humanitarian Coordinator during the SSHF Advisory Board of 8 December 2020, the proposed allocation is targeted to address critical gaps in the Food Security and Livelihoods, Nutrition, Health, Water and Sanitation, and Logistics sector, while mainstreaming key protection concerns. A three-week cluster assessment exercise all five cluster representatives identified that the total amount to respond to the rising food insecurity in South Sudan for the 10 counties under “Priority 1” and “Priority 2”, for frontline and core pipeline response would be a total of **USD 68.5 million** (Annex 1).

<table>
<thead>
<tr>
<th>Cluster</th>
<th>Categories</th>
<th>Counties</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Health</strong></td>
<td>Front Line</td>
<td>$3,586,696</td>
</tr>
<tr>
<td></td>
<td>Core Pipeline</td>
<td>$1,379,498</td>
</tr>
<tr>
<td><strong>Nutrition</strong></td>
<td>Front Line</td>
<td>$7,485,630</td>
</tr>
<tr>
<td></td>
<td>Core Pipeline</td>
<td>$5,360,128</td>
</tr>
<tr>
<td><strong>WASH</strong></td>
<td>Front Line</td>
<td>$2,133,228</td>
</tr>
<tr>
<td></td>
<td>Core Pipeline</td>
<td>$9,013,111</td>
</tr>
<tr>
<td><strong>FSL Food</strong></td>
<td>Front Line</td>
<td>$4,790,289</td>
</tr>
<tr>
<td></td>
<td>Core Pipeline</td>
<td>$11,177,343</td>
</tr>
<tr>
<td><strong>FSL (Livelihoods)</strong></td>
<td>Front Line</td>
<td>$4,866,756</td>
</tr>
<tr>
<td></td>
<td>Core Pipeline</td>
<td>$10,400,244</td>
</tr>
<tr>
<td><strong>Protection</strong></td>
<td>Front Line</td>
<td>$6,929,861</td>
</tr>
<tr>
<td></td>
<td>Core Pipeline</td>
<td>$0</td>
</tr>
<tr>
<td><strong>Logistics</strong></td>
<td></td>
<td>$1,350,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>$68,472,784</strong></td>
</tr>
</tbody>
</table>

The SSHF having allocated a total of **USD 15.5 million** in “Priority 2” counties, during the first Standard and second Reserve Allocations of 2020, where feasible, will explore opportunities for reprogramming ongoing projects. Where allocation activities cannot be implemented due to the floods, or insecurity OCHA Humanitarian Financing Unit (HFU) will support implementing partners to adapt the project as may be required, including, revising the project locations and activities, extending project duration, or budget revisions to ensure that priority is given to the to rising of food insecurity response, without undermining response to already existing priorities in other locations.

The SSHF’s third Reserve Allocation (RA3) will be providing **USD 8.8 million** for frontline response and prioritized life-saving assistance in the areas of food security and livelihoods, health, nutrition, protection, water, sanitation and hygiene, and logistics cluster for “Priority 1” counties. In addition, a total of **USD 4.2 million** will
be allocated to fill gaps in core humanitarian pipelines enabling frontline responders to scale up assistance to people in need.

The RA3 will be supporting integrated programming in response to rising food insecurity in “Priority 1” counties. Especially for underfunded areas such as Tonj North, Tonj South, Tonj East and Aweil South, cluster coordinators with OCHA HFU will prioritize to identify frontline responders who can rapidly scale up activities addressing the existing response gap.

In addition, the RA3 will be requesting from existing SSHF partners in Pibor and Akobo to scale up existing SSHF funded projects. SSHF allocations of SA1 and RA2 provided a total value of USD 6.5 million, to partners implementing activities in Pibor and Akobo. These partners may request additional funding to scale up their ongoing activities complementing project implementation ensuring cost effectiveness. Partners who are identified under Annex 2 may request additional funding to scale up their ongoing activities.

Pre-positioning critical life-saving emergency items in line with the core pipeline plan. Under the RA3 funding is being provided to UN Agencies “managing” the humanitarian core pipeline, responsible for procuring, warehousing and releasing four core emergency pipelines. The envelope for this priority amounts to USD 4.2 million. Logistics cluster will also be supported with USD 1 million to assist with scale-up response especially in hard to reach-areas.

The Allocation funding per sector is as follows (in USD):

<table>
<thead>
<tr>
<th>Cluster</th>
<th>Frontline response</th>
<th>Pipeline</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>FSL</td>
<td>$2,100,000</td>
<td>$2,000,000</td>
<td>$4,100,000</td>
</tr>
<tr>
<td>Nutrition</td>
<td>$2,100,000</td>
<td>$1,000,000</td>
<td>$3,100,000</td>
</tr>
<tr>
<td>Health</td>
<td>$2,000,000</td>
<td>$700,000</td>
<td>$2,700,000</td>
</tr>
<tr>
<td>WASH</td>
<td>$600,000</td>
<td>$500,000</td>
<td>$1,100,000</td>
</tr>
<tr>
<td>Protection</td>
<td>$1,000,000</td>
<td>-</td>
<td>$1,000,000</td>
</tr>
<tr>
<td>Logistics</td>
<td>$1,000,000</td>
<td>-</td>
<td>$1,000,000</td>
</tr>
<tr>
<td>Total</td>
<td>$8,800,000</td>
<td>$4,200,000</td>
<td>$13,000,000</td>
</tr>
</tbody>
</table>

Note: The funding amounts by sectors are indicative and will be reviewed and revised if required based on the relevance and the quality of the proposals and SSHF partner availability.

4.1 Funding Complementarity with Proposed Response

First Standard allocation (USD 35 million)

The SSHF RA3 will take in account the already ongoing programmes particularly from the SSHF 2020 first Standard Allocation (SA1). The SA1 funded projects in Akobo, Bor South and Pibor valued at USD 9.3 million. Where feasible, SSHF will explore opportunities for reprogramming ongoing projects or providing additional resources to priority counties to the scale up response to cover existing gaps and avoid any overlaps. Where first standard allocation activities cannot be implemented due to the floods, or insecurity OCHA HFU will support the implementing partners to adapt the project as may be required, including, revising the project locations and activities, extending project duration, or budget revisions to ensure that priority is given to the to rising of food insecurity response without undermining response to already existing priorities in other locations.
Second Reserve Allocation and CERF complementarity during floods (USD 19.4 million)

More than 1 million people across half of South Sudan had been affected by devastating flooding since July 2020. In response to the floods, funding from the UN’s Central Emergency Response Fund (CERF) and the South Sudan Humanitarian Fund (SSHF) helped kickstart the humanitarian response to people’s needs. Combined, the two funds allocated nearly USD 19.4 million to humanitarian partners to implement life-saving assistance to 360,000 most vulnerable people. The SSHF’s RA2 provided USD 9.7 million for frontline response and prioritized life-saving assistance in the areas of food security and livelihoods, health, nutrition, protection, shelter and non-food items, and water, sanitation and hygiene. A total of USD 6.5 million supported activities in Ayod, Bor South, Duk, Pibor, Twic East. The CERF Rapid Response allocation of $9.7 million filled gaps in core humanitarian pipelines and enabled frontline responders to scale up assistance to people in need. The CERF also financed community-based initiatives aimed at reducing the impact of floods on communities, such as repairing broken dykes.

CERF allocation response to rising food insecurity (USD 7 million)

The Emergency Relief Coordinator announced a USD 7 million allocation from the Rapid Response Window of the CERF to support cash and voucher programming in response to rising food insecurity in South Sudan. For this CERF allocation, WFP was assigned to use unrestricted cash to respond to rising food insecurity to allow affected people to meet their food needs. The cash assistance from the CERF funding will be prioritized for households with a high risk to food, nutrition and protection-related vulnerabilities, including (but not limited to) female-headed households, households headed by persons with disabilities and child-headed households.

According to WFP the proposed targeted areas for unrestricted cash will be:
- Central Equatoria (Juba, Kajo-keji, Lainya, Morobo, Terekeka, Yei),
- Northern Bahr el Ghazal (Aweil Centre, Aweil East, Aweil North, Aweil South, Aweil West),
- Upper Nile (Bariat, Fashoda, Longochuk, Luakpiny/Nasir, Maban, Maiwut, Malakal, Manyo, Melut, Panyikang, Renk, Ulang),
- Western Bahr el Ghazal (Jur River, Raja, Wau),
- Lakes (Awerial, Cueibet, Rumbek Centre, Rumbek East, Rumbek North, Wulu, Yirol East, Yirol West),
- Unity (Rubkona/Bentiu)
On the 6 counties to be categorized as “likely famine”, please note that four of those counties (Pibor, Tonj East, Tonj North, and Tonj South) are not conducive to providing cash because the markets are inadequate. Similarly, parts of Akobo (i.e., Akobo West) do not have a sufficient market. Aweil South has had high market prices this year due to challenges in getting sufficient supply into the market due to COVID-19 movement restrictions as well as insecurity along the border with Sudan. WFP has assured that for all above mentioned areas they will be able to will respond with in-kind assistance using funds from other donors to cover immediate food needs, where cash assistance is not possible, with the SSHF third Reserve Allocation also contributing. This CERF allocation has been submitted to OCHA CERF Secretariat – pending final approval.

5. Priority locations, prioritization of projects and eligibility

According to SSHF Operational Manual when Reserve Allocation is activated under the ‘emergency response window’, only the pre-selected partners (Annex 2) will be eligible to apply for funding. Partners are selected from Cluster Coordinators, in collaboration with OCHA HFU based on the criteria of capacity for swift scale up as well as partner presence in the prioritized locations.

Proposals will be subject to Technical Review Committee by the SSHF HFU and the respective cluster to ensure their quality prior to final approval by the HC. Projects submitted by 19th of January 2021 (17:00 Juba time) will be strategically and technically reviewed by the Clusters and OCHA’s Humanitarian Financing Unit (HFU) using a standardized scorecard.

The Allocation funding per counties is as follows (estimated amounts, please see Annex 2 for selected SSHF partners):

<table>
<thead>
<tr>
<th>Envelope 1: Frontline Response</th>
<th>Counties</th>
<th>USD (million)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Priority 1 counties</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pibor</td>
<td>$1,564,768</td>
<td></td>
</tr>
<tr>
<td>Akobo</td>
<td>$1,255,161</td>
<td></td>
</tr>
<tr>
<td>Tonj North</td>
<td>$1,396,347</td>
<td></td>
</tr>
<tr>
<td>Tonj South</td>
<td>$1,062,607</td>
<td></td>
</tr>
<tr>
<td>Tonj East</td>
<td>$1,218,772</td>
<td></td>
</tr>
<tr>
<td>Aweil South</td>
<td>$1,302,345</td>
<td></td>
</tr>
</tbody>
</table>

Note: The above table is a total $7,800,000. USD 1,000,000 allocated for Logistics not included.

<table>
<thead>
<tr>
<th>Envelope 2: Pipeline Response</th>
<th>USD (million)</th>
</tr>
</thead>
<tbody>
<tr>
<td>FSL - Emergency livelihood and livestock support kits</td>
<td>$2,000,000</td>
</tr>
<tr>
<td>Nutrition - Specialized Nutrious Foods (CSB++)</td>
<td>$1,000,000</td>
</tr>
<tr>
<td>Emergency health kits and supplies to respond to life-threatening conditions related to essential health care.</td>
<td>$700,000</td>
</tr>
</tbody>
</table>

Note: The funding amounts for both tables are by sectors are indicative and will be reviewed and revised if required based on the relevance and the quality of the proposals and SSHF partner availability.

Envelope 1: Frontline Response USD 8,800,000

FSL (livelihoods) Cluster: USD 2,100,000

Main activities, target locations:
- Main season agriculture input distribution (May – August)
- Dry season livelihood input distribution, including Input Trade Fairs/ Seed fairs (November – February)
- Training in improved agronomic and fishing practices, including reducing post-harvest losses and cooking techniques – where possible
- Livelihood support* within catchment area of primary health and nutrition facility
- Livelihood support* within communities where WASH Emergency Preparedness and Response teams have rehabilitated boreholes
- Training Community Nutrition Volunteers on kitchen backyard gardens - CNVs are invited to the community level training
- Establish Kitchen backyard garden demonstration sites at ALL nutrition facilities
- Lean season response (Jan-Feb) and main season response (June) emergency crop kits requiring a 9-month project life (for: Tonj North, Tonj South, Tonj East, Aweil South)

Target counties: Pibor, Akobo, Tonj North, Tonj South, Tonj East, Aweil South

Nutrition Cluster: USD 2,100,000

Main activities, target locations:
- Increase access to treatment and prevention of SAM and MAM children (boys and girls under five years) and AM-PLW through active screening, effective referral and treatment, by static, mobile, and rapid response teams
- Provide infrastructure for static and mobile nutrition service delivery
- Increase access to treatment for SAM and MAM (boys and girls under five years) and AM-PLW through active screening, effective referral and treatment, by static, mobile, and rapid response teams
- Prevention of malnutrition through behavior change communication and provision specialized food to children and caregivers in flood affected counties

Target counties: Pibor, Akobo, Tonj North, Tonj South, Tonj East, Aweil South

Health Cluster: USD 2,000,000

Main activities, target locations
- Emergency and Basic Life Saving Health Services
- Mobilization of mobile health care units
- Provision of EPI, MCH services
- Provision of BeMONC / CeMONC services
- Provision of GBV and MHPS services.
- Management of SAM with medical complications
- Provision of health education and hygiene services.
- Reinforcing existing health facilities.
• Provision of rehabilitation and assistive devices services for Persons with disabilities
• Health kits and supplies to respond to life-threatening conditions related to essential and basic health care.
• Lifesaving Field Operations, technical and coordination Support
• Ensure technical, operational and coordination support to provide quality health services in consultation with all stakeholders at national, state, county, payam and health facilities level.
• Ensure liaison and coordination with national, county health authorities.
• Supportive supervision and monitoring including mentoring and capacity building to provide quality health services
• Surveillance, Early warning and Response for Disease Outbreak detection and management
• Early warning and notification of alert for diseases of outbreak importance (such as Cholera, Measles, Hepatitis, Haemorrhagic fever, etc.)
• Sample collection and testing for diseases that are of epidemic potential
• Prompt deployment to investigate and respond to disease outbreaks in flood-affected areas
• Response readiness for outbreak such as Cholera, measles, Yellow Fever including response operations as and when required.

Target counties: Pibor, Akobo, Tonj North, Tonj South, Tonj East, Aweil South

Protection Cluster: USD 1,000,000

Main activities, locations:
• Mobile Protection/General Protection: time-sensitive deployments of assessments, followed by immediate short-term life-saving response; Protection monitoring, assessments and analysis of protection and human rights violations to inform response and advocacy; case management, referral, individual protection assistance, and individual and group PSS, including for persons with specific needs
• Child Protection (Case Management including support to unaccompanied and separated Children, Community based child protection, outreaches and messaging on relevant protection risks, CP referral pathways and services available, capacity building of CP frontline actors, assessment, monitoring and reporting on the situation of children)
• GBV activities - GBV case management, including PSS, referrals, follow-ups, and incident reporting; Strengthen / establish GBV referral pathway, GBV risk mitigation; Community engagement on GBV prevention, through awareness-raising sessions, community dialogues, door-to-door information dissemination, learning sessions with adolescents, and EMAP (Engaging Men through Accountable Practices); trainings and capacity-building with community leaders, humanitarian workers, and other actors on GBV Guiding Principles and referrals
• Mine Action (EORE – possible intervention in Tonj counties linked with partners conducting other activities)

Target counties: Aweil South, Tonj North, Tonj South, Tonj East

WASH Cluster: USD 600,000

Main activities, target locations:
• HH water treatment and storage at least for 2 months
• Distribution of Hygiene kits to SAM caregiver families
• Rehabilitation of boreholes and improvement of designs for cattle and human separation for water collection
• Handwashing promotion/Hygiene promotion
• Bucket chlorination at water collection points
• Water quality monitoring

**Target Counties:** Tonj North, Tonj South, Tonj East

**Logistics Services:** USD 1,000,000

**Main activities, target locations**

- Provide additional helicopter rotations to transport Cargo & Passengers to famine likely counties in NBeG & Warrap.
- Passenger movement: UNHAS to facilitate ad-hoc movements to priority 1 locations based on inter-cluster coordinated needs for response team deployments to location not in the UNHAS Regular Schedule.
- Cargo movement: Logistics Cluster to scale up cargo transportation to priority 1 locations through the provision of additional helicopter rotations

**Target counties:** Based on organisations Cargo & Passenger transport requests made by humanitarian organisations scaling up activities.

**Envelope 2: Pipeline Response USD 4,200,000**

**Main activities**

- FSL - Emergency livelihood and livestock support kits: USD 2,000,000
- Nutrition - Specialized Nutritious Foods (CSB++): USD 1,000,000
- Health - Emergency health kits and supplies to respond to life-threatening conditions related to essential health care: USD 700,000

**Target counties:** Pibor, Akobo, Tonj North, Tonj South, Tonj East, Aweil South

**Multi Cluster Programming**

This allocation will promote integrated cluster programming to enhance coordination, efficiencies and convergence of sectoral response, in terms of both common geographical locations and complementary activities responding to the needs of affected communities, who do not experience needs in sectoral siloes.

Cluster coordinators will provide a pool of expert NGOs who can deliver the above-mentioned envelope/activities in the identified locations. Selection priority will be given to those partners who can implement more than one cluster objective. In areas where one partner is recommended from more than two clusters a multi-cluster programming will be requested proving integration of proposed activities.

**SSHF process and prioritisation is based on the following:**

- Alignment with the strategic priorities of the HRP 2020;
- Meet the strategic priorities of the clusters for this allocation;
• Project can be implemented within a period of 6-9 months;
• Minimum grant amount should be no less than USD 300,000 (waiver only following agreement of OCHA HFU, following Cluster coordinator clarification on the strategic scope);
• Include gender and protection mainstreaming component;
• Beneficiary selection; Partners should be ready to explain the beneficiary selection mechanism, identifying number of beneficiaries per gender as well as persons with disabilities
• Demonstrate accountability to the affected population;
• Demonstrate inclusive programming;
• Clearly identify risks and outline mitigation strategies;
• Clearly elaborated and adequate monitoring plan;
• Demonstrate cost-effectiveness where: a) for comparable activities and outputs, the total cost is less; b) the cost per beneficiary ratio is reasonable; c) support costs are reasonable and in line with accepted levels for a given activity; and d) the proposed period of implementation represents the best use of resources at that time.

Other considerations for proposal submission

Partner Submission

1. According to SSHF Operational Manual when Reserve Allocation is activated under the ‘emergency response window’, only the pre-selected partners with an assigned risk level of ‘low’ or ‘medium’ will be eligible to apply for funding. Proposals will be subject to Technical Review Committee by the SSHF HFU and the respective cluster to ensure their quality prior to final approval by the HC.
2. Project duration should be up to 6 to 9 months maximum;
3. Project start date should be set as of 24th February 2021;
4. Pre-selected partners should submit one proposal one multi-sectoral project proposal even if is frontline or pipeline response.
5. According to SSHF Budget preparation guidelines (Annex 3), for Reserve Allocations: a. UN agencies to charge only field staff costs related to the project implementation only, i.e. no charges of HQ/Juba based staff within the staffing costs, b. Overall project support costs not to exceed 15% of total project budget.
6. UN Agencies applying for core pipeline envelope should include costs only relevant to procurement process of core pipeline items.
7. The allocation is prioritized to Non-Governmental Organizations (NGOs), with complementary funding expected from CERF for UN agencies. UN Agencies receiving SSHF and CERF funding must showcase in submitted proposals fund complementarity between both funding mechanisms

In addition, Partners are asked to take into account the following:

• The allocation is launched under the Reserve Allocation emergency response window and as such only preselected partners will be required to apply. According to SSHF Operational Manual when Reserve Allocation is activated under the ‘emergency response window’, only the pre-selected partners with an assigned risk level of ‘low’ or ‘medium’ will be eligible to apply for funding.
• **Low-risk** partners can apply for a maximum of USD 2 million for a project with duration less or equal to 7 months. For over 7-month duration project there is no ceiling. Please refer to the SSHF Operational Manual for further details
• **Medium-risk partners** can apply for a maximum of USD 800,000 million for a project with duration less or equal to 7 months. For over 7-month duration project a medium risk partner can apply for up to USD 1,500,000 per project.
• SSHF partners will have to report on a regular basis to the Clusters and actively participate in the coordination mechanisms in Juba and at field level. Projects should have received prior endorsement by Clusters Coordinators.
• The Cluster and HFU will review projects according to their strategic and programmatic relevance, cost effectiveness, engagement in coordination, mainstreaming of cross-cutting issues and monitoring mechanisms.
• 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; the findings of audits and financial spot

checks. In certain exceptional cases an organization may be deemed ineligible to receiving funding as a result of past performance.

6. Timeline and procedures

This SSHF Reserve Allocation Strategy is published on 7th January 2021. From this day, eligible humanitarian organizations have until 19th of January 2021 (17:00 Juba time) to submit project proposals through the SSHF online Grants Management System (GMS), accessible at https://cbpf.unocha.org/.

<table>
<thead>
<tr>
<th>Step</th>
<th>Item</th>
<th>Responsible</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Call for project Proposals</td>
<td>Development of project proposals: Partners prepare and submit project proposals through the GMS Submission deadline 19 January 2021, 17:00 hours (Juba time).</td>
<td>Partners</td>
<td>8 – 19 Jan. 2021</td>
</tr>
<tr>
<td>Review of project Proposals</td>
<td>Technical Review Committee: For each submitted proposal partner address comments and feedback Cluster Coordinators / Co-coordinators and OCHA HFU to review and finalize project proposals.</td>
<td>Cluster Coordinators, OCHA-HFU, partners</td>
<td>22 Jan. – 03 Feb. 2021</td>
</tr>
<tr>
<td>Approval</td>
<td>Budget review and clearance CBPF Section and MPTF reviews and clears budget</td>
<td>CBPF Section</td>
<td>03 – 09 Feb. 2021</td>
</tr>
<tr>
<td>Contracting, Disbursement</td>
<td>- SSHF HFU generates grant agreements for NGOs - NGOs countersign project agreement and submit payment request for disbursement of funds. - HC signs allocation letters and FTRs to approve projects and authorize fund disbursement. - MPTF disburses funds to UN agencies/OCHA HQ. - OCHA CBPF Section / UN Treasury disburses funds to NGOs.</td>
<td>HC, OCHA, OCHA EO, NGOs, UN Agencies, MPTF, UN Treasury</td>
<td>10 – 22 Feb. 2021</td>
</tr>
</tbody>
</table>

7. Contact Information

• Georgios Alexandratos, OCHA - HFU, Fund Manager, alexandratos@un.org, Mobile: +211 922 473 112
• John Ndiku, OCHA - HFU Programme Manager, ndiku@un.org, Mobile +211 922 406 679
• Umikalthum Shukri Noor, OCHA - HFU Programme Manager, nooru@un.org, Mobile +211 922 000 567
• Yilmaz Ertence, OCHA – HFU, Finance Manager, ertence@un.org, Mobile +211 922444401

8. Complaints Mechanism

SSHF stakeholders with insufficiently addressed concerns or complaints regarding SSHF processes or decisions can at any point in time contact the OCHA Head of Office or write to OCHASSHF-Feedback@un.org with these concerns. Complaints will be compiled, reviewed and raised with the HC, who will then take a decision on necessary action(s). The HC will share with the Advisory Board any such concerns or complaints and actions taken thereof.
### Annexes:

**Annex 1:** Assessment from Cluster Coordinators on key gaps per priority counties and type of response (Frontline and core pipeline)

**Annex 2:** Table with SSHF Partners - TBC

**Annex 3:** Budget preparation guidelines

#### Annex 1: Assessment from Cluster Coordinators on key gaps per priority counties and type of response (Frontline and core pipeline)

<table>
<thead>
<tr>
<th>Cluster</th>
<th>Priority 1 counties</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Pibor</td>
<td>Akobo</td>
</tr>
<tr>
<td>Health</td>
<td>Front Line</td>
<td>$404,581</td>
</tr>
<tr>
<td></td>
<td>Core Pipeline</td>
<td>$155,608</td>
</tr>
<tr>
<td>Nutrition</td>
<td>Front Line</td>
<td>$1,287,006</td>
</tr>
<tr>
<td></td>
<td>Core Pipeline</td>
<td>$944,235</td>
</tr>
<tr>
<td>WASH</td>
<td>Front Line</td>
<td>$595,544</td>
</tr>
<tr>
<td></td>
<td>Core Pipeline</td>
<td>$503,152</td>
</tr>
<tr>
<td>FSL Food</td>
<td>Front Line</td>
<td>$858,606</td>
</tr>
<tr>
<td></td>
<td>Core Pipeline</td>
<td>$2,003,414</td>
</tr>
<tr>
<td>FSL (Livelihoods)</td>
<td>Front Line</td>
<td>$583,333</td>
</tr>
<tr>
<td></td>
<td>Core Pipeline</td>
<td>$1,221,974</td>
</tr>
<tr>
<td>Protection</td>
<td>Front Line</td>
<td>$1,146,255</td>
</tr>
<tr>
<td></td>
<td>Core Pipeline</td>
<td>$0</td>
</tr>
<tr>
<td>Logistics</td>
<td>Front Line</td>
<td>$1,350,000</td>
</tr>
<tr>
<td></td>
<td>Core Pipeline</td>
<td>$0</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td>$8,557,453</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Cluster</th>
<th>Priority 2 counties</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Bor South</td>
<td>Duk</td>
</tr>
<tr>
<td>Health</td>
<td>Front Line</td>
<td>$603,026</td>
</tr>
<tr>
<td></td>
<td>Core Pipeline</td>
<td>$231,933</td>
</tr>
<tr>
<td>Nutrition</td>
<td>Front Line</td>
<td>$1,196,615</td>
</tr>
<tr>
<td></td>
<td>Core Pipeline</td>
<td>$917,220</td>
</tr>
<tr>
<td>WASH</td>
<td>Front Line</td>
<td>$426,870</td>
</tr>
<tr>
<td></td>
<td>Core Pipeline</td>
<td>$318,960</td>
</tr>
<tr>
<td>FSL Food</td>
<td>Front Line</td>
<td>$441,856</td>
</tr>
<tr>
<td></td>
<td>Core Pipeline</td>
<td>$1,030,997</td>
</tr>
<tr>
<td>FSL (Livelihoods)</td>
<td>Front Line</td>
<td>$844,667</td>
</tr>
<tr>
<td></td>
<td>Core Pipeline</td>
<td>$1,746,640</td>
</tr>
<tr>
<td>Protection</td>
<td>Front Line</td>
<td>$851,456</td>
</tr>
<tr>
<td></td>
<td>Core Pipeline</td>
<td>$0</td>
</tr>
<tr>
<td>Logistics</td>
<td>Front Line</td>
<td>$0</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td>$7,758,784</td>
</tr>
</tbody>
</table>

United Nations Office for the Coordination of Humanitarian Affairs (OCHA)
# Annex 2: Table with pre-selected SSHF partners per envelope

<table>
<thead>
<tr>
<th>#</th>
<th>Frontline Response - Partners</th>
<th>Partner Type</th>
<th>Budget (US$)</th>
<th>Cluster/s</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>World Vision Int.(partnership with CCM)</td>
<td>INGO</td>
<td>2,477,726</td>
<td>FSL/Nutrition/Health/Protection</td>
<td>Tonj (North/South/East)</td>
</tr>
<tr>
<td>2</td>
<td>International Organization for Migration (IOM)</td>
<td>UN</td>
<td>600,000</td>
<td>WASH</td>
<td>Tonj (North/South/East)</td>
</tr>
<tr>
<td>3</td>
<td>Joint Aid Management International (JAM International)</td>
<td>INGO</td>
<td>730,000</td>
<td>FSL/Nutrition</td>
<td>Pibor</td>
</tr>
<tr>
<td>4</td>
<td>Polish Humanitarian Action (PAH) (partnership with Nile Hope)</td>
<td>INGO</td>
<td>450,000</td>
<td>FSL</td>
<td>Akobo</td>
</tr>
<tr>
<td>5</td>
<td>Vétérinaires sans Frontières (VSF - Switzerland)</td>
<td>INGO</td>
<td>260,000</td>
<td>FSL</td>
<td>Aweil South</td>
</tr>
<tr>
<td>6</td>
<td>United Networks for Health (UNH)</td>
<td>NNGO</td>
<td>400,000</td>
<td>Health</td>
<td>Pibor</td>
</tr>
<tr>
<td>7</td>
<td>World Health Organization (WHO)</td>
<td>UN</td>
<td>300,000</td>
<td>Health</td>
<td>Pibor</td>
</tr>
<tr>
<td>8</td>
<td>Community Initiative for Development Organization (CIDO)</td>
<td>NNGO</td>
<td>300,000</td>
<td>Health</td>
<td>Akobo</td>
</tr>
<tr>
<td>9</td>
<td>Touch Africa Development Organization (TADO)</td>
<td>NNGO</td>
<td>400,000</td>
<td>Health</td>
<td>Tonj (South/East)</td>
</tr>
<tr>
<td>10</td>
<td>Impact Health Organization (IHO)</td>
<td>NNGO</td>
<td>300,000</td>
<td>Health</td>
<td>Aweil South</td>
</tr>
<tr>
<td>11</td>
<td>Plan International</td>
<td>INGO</td>
<td>134,768</td>
<td>Nutrition</td>
<td>Pibor</td>
</tr>
<tr>
<td>12</td>
<td>Save the Children (partnership with Nile Hope)</td>
<td>INGO</td>
<td>505,161</td>
<td>Nutrition</td>
<td>Akobo</td>
</tr>
<tr>
<td>13</td>
<td>International Rescue Committee, Inc. (IRC)</td>
<td>INGO</td>
<td>742,345</td>
<td>Nutrition/Protection</td>
<td>Awail South</td>
</tr>
<tr>
<td>14</td>
<td>Nonviolent Peaceforce (NPP)</td>
<td>INGO</td>
<td>200,000</td>
<td>Protection</td>
<td>Tonj South/Awail South</td>
</tr>
<tr>
<td>15</td>
<td>World Food Program (WFP)</td>
<td>UN</td>
<td>1,000,000</td>
<td>Logistics</td>
<td>Pibor, Akobo, Tonj, Awail</td>
</tr>
<tr>
<td></td>
<td><strong>TOTAL</strong></td>
<td></td>
<td><strong>8,800,000</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>#</th>
<th>Pipeline Response - Partners</th>
<th>Cluster/s</th>
<th>Budget (US$)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Food and Agriculture Organization of the United Nations (FAO)</td>
<td>FSL - Emergency livelihood and livestock support kits</td>
<td>2,000,000</td>
</tr>
<tr>
<td>2</td>
<td>World Food Programme (WFP)</td>
<td>Nutrition - Specialized Nutrious Foods (CSB++)</td>
<td>1,000,000</td>
</tr>
<tr>
<td>3</td>
<td>World Health Organization (WHO)</td>
<td>Emergency health kits and supplies to respond to life-threatening conditions related to essential health care.</td>
<td>700,000</td>
</tr>
</tbody>
</table>

**Note:** The funding amounts by sectors are indicative and will be reviewed and revised if required based on the relevance and the quality of the proposals and SSHF partner availability.
Annex 3: Guidance for budget preparation

This guidance clarifies SSHF financial requirements for the preparation of SSHF project budgets. It has been developed based on recurrent issues observed when reviewing budgets and provides advice for a smoother and faster preparation of budgets and review of proposals.

1. Responsibility of any SSHF partner:

Before submitting a project, any partner should ensure to:

A. Address all recommendations from the partner capacity assessment, financial spot-check, and the audits of previous SSHF-funded projects, as applicable, and clear any pending issues related to previous SSHF projects (revisions, final financial report and refunds);

B. Provide a correct and fair budget with a clear breakdown of the planned costs that are necessary to implement the activities and achieve the objectives of the project;

C. Provide an accurate budget narrative (as an essential component of the budget) that clearly explains the components (quantity, unit cost, occurrence and percentage charged to SSHF) and the rationale of each budget line. For example, shared costs, large/expensive assets, and costs/equipment required to support the regular operations of the SSHF partner are clear cases where the provision of details will be required in the budget narrative;

D. In case of having other ongoing SSHF projects being implemented by the same partner. The partner needs to clarify how the new project will affect/change percentages charged to current ongoing SSHF projects;

E. In case the partner has secure co-funding for the same project. The partner should mention the co-funding amount in the project proposal and clarify how the co-funding will affect/change percentage charged to the new project.

F. Partner to provide budget in line with the SSHF operational modalities, within their risk level. On request from partners, the HFU to know their current risk level (place generic email of the SSHF).

2. Guidance on each budget category:

· General Info

- While filling out the budget, consider the info bubbles of each category Budget Lines (BL). To view them, scroll the mouse over the icon and provide required information as per the BL narrative;

- Either the unit cost or the total cost of the budget line exceeding $4,000.00 requires a Bill of Quantities (called BoQ or breakdown). The BoQ can be provided either online in the GMS or preferably in an Excel file by uploading under the ‘documents’ tab in the GMS.

- In case of an Excel BoQ, breakdowns shall be provided as one single Excel document but in separate tabs named after the BL numerical code (e.g. 2.1, 4.2, etc.) not the BL description. Indicate ‘refer to BoQ’ in all BL narrative that breakdowns have been provided for. Upon SSHF’s discretion, BoQs could be requested for the lesser amounts as well;

- If the total amount of budget line exceeds $10,000.00 but for a single item, the BoQ is not required (Specification of the items to be provided);

- If the project has more than one cluster, relevant cluster name should be mentioned for each budget line, as well in the case of joint costs relevant cluster and the percentage of each cluster line to be specified.

- Lump sum salary/cost and/or groups of staff in one budget provided with online BoQ in the GMS is not accepted.

· Category 1 (Staff and Other Personnel Costs)

- No narrative/remark section of the budget lines shall be left blank.

- Every staff member/position with different functional title, TORs and salaries shall be added as a separate budget line.

- Indicate for each position what specific role is played in the implementation of the project, explain how the unit cost has been estimated, whether salaries are net or gross and in the latter case what costs are included in unit cost (e.g. salary and associated taxes, social security, medical and life insurance, hazard pay, fringe benefits, work permit fees, etc.).
• Staff salaries should be as per the organization salary scale and the partner’s salary scale must be uploaded under the ‘documents’ tab;

• For each staff indicate the location (either in the BL description or narrative section), where the person is/will be based;

• Follow the cluster standard on the number of staffs to be charged to a specific project.

• Category 2 (Supplies, Commodities, Materials)
  
  • Only supplies that are going to be provided to beneficiaries/facilities inside South Sudan shall be indicated in this category (no office supplies, etc.);
  
  • For supplies include associated transportation, freight, storage and distribution costs must be included and detailed;
  
  • Group of items (e.g. kit, bag, etc.) shall be broken down within the remark section showing content list. Alternatively, a BoQ can be provided.

• Category 3 (Equipment)
  
  • Specify in the narrative of the BLs whether to which staff, facility, etc. the equipment is going to be allocated to;
  
  • Technical specifications of all equipment should be provided within the BL narrative;
  
  • The necessity of procuring new equipment needs to be justified;
  
  • The market location of the items to be purchased shall be mentioned in budget narrative;
  
  • In case the cost of ownership is included within the item value (costs of item, custom costs, transportation, installation etc.) a breakdown shall be provided;
  
  • In case of new equipment request (including IT equipment) the partner needs to provide list of all equipment received under SSHF previous projects. The list should include value, location, year of purchase, status and current end user of the equipment.

• Category 4 (Contractual Services)
  
  • All types of contracted services related to the project shall be included within this category (e.g. project vehicle rental contracts, daily workers, etc.).
  
  • Rental contracts shall be facilitated through official and direct owner of property. In case the rental contract is signed with a third party, budgeted costs will be accepted if proper documentation exists.
  
  • Any project related staff especially from sectors Health, Nutrition, Education and Protection such as health facility staff, school staff, protection activity staff shall be mentioned under this category.

• Category 5 (Travel)
  
  • Project related travel cost should be broken down either in BoQ/breakdown or itemized in budget narrative (into quantity of trips, transportation/ticket, accommodation, DSA/Per diem, etc.), whether how the calculation/estimation was made and specifying the travelers;
  
  • The locations and the necessity of travels for the implementation of the project should be provided in the narrative.

• Category 6 (Transfers and Grants to Counterparts)
  
  • Sub-implementing partners shall be provided in separate BLs and names of organizations must be indicated. Total costs of this BLs in this category should match the ‘Sub- Grants to Implementing Partners’ section under the ‘other info’ tab.
  
  • Budget for each Sub-implementing partner (using SSHF budget template) shall be uploaded as an excel file under ‘documents’ tab. Online BoQ will not be accepted for sub-implementing partner (pdf or scan of excel tables are not accepted either);
  
  • Activities carried out by the sub-implementing partner shall be indicated briefly in the budget line narrative;
• PSC of sub-implementing partners associated with the implementation of a specific project shall be covered by
the overall maximum 7 per cent of the actual project budget and should not be duplicated in the sub-implementing
partners’ budget. While the allocation of the PSC is made at the discretion of the partners and the sub-
implementing partner, the principle of rationality is encouraged to support partnership.

· Category 7 (General Operating and Other Direct Costs)

  • All general operating expenses should be itemized (such as office supplies, utilities, stationery, communication
costs, etc.);
  • Money transfer fees (if any) shall be indicated in this category and the costs explained;
  • Lump sums are not permitted;
  • Cost for office locations and other support cost that are necessary/important for a successful project
implementation shall be budgeted and remain proportional to the project’s objectives. For example, the rental cost
of an office in Juba cannot be charged 100 per cent and utilities are to be charged with the same percentage as
the office percentage.

3. Costing:

Reserve Allocation specific instructions:

a. UN agencies to charge only field staff costs related to the project implementation only, i.e. no charges of HQ/Juba based
staff within the staffing costs.

b. Overall project support costs not to exceed 15% of total project budget.

Eligible cost:

There are two categories of eligible expenditures: Direct and Indirect (support) Costs:

G. These costs must be clearly linked to the project activities described in the project proposal and the logical framework.

H. Must comply with the principles of sound financial management, the principles of economy, efficiency, effectiveness,
transparency and accountability and must be identifiable in the accounting records and backed by original supporting
evidence as incurred in accordance with the approved project proposal and duration.

I. They are defined as actual costs directly related to the implementation of the project to cover the costs of goods and
services delivered to beneficiaries, and the costs related to the support activities (even partial, such as a security guard or
a logistician partially working for the project), required for the delivery of services and the achievement of the project
objectives.

Eligible cost includes;

i. All staff costs (including salaries, social security contributions, medical insurance, hazard pay (when applicable) and any
other cost included as part of the salary benefits package of the organization). Salaries and costs may not exceed the costs
normally borne by the partner as per their salary scale.

ii. Costs for consultancies involved in the implementation of the project.

iii. Support staff costs at country-level directly related to the project.

iv. Travel and subsistence costs directly linked to the project implementation for project staff, consultants, and other
personnel that may also be eligible, provided the costs do not exceed those normally borne by the partner.

v. A contribution to the partner’s Country Office costs, as shared costs charged on the basis of a well explained calculation
and reasonable allocation system. Shared costs must be itemized.

vi. The financial support to beneficiaries, including cash and voucher-based distribution.

vii. Purchase costs for goods and services delivered to the beneficiaries of the project, including quality control, transport,
storage and distribution costs.

viii. Costs related to non-expendable items (assets) such as equipment, information and technology equipment for
registration and similar field activities, medical equipment, water pumps and generators.

ix. Expenditure incurred by the partner related to awarding contracts required for the implementation of the project, such as
expenses for the tendering process.
x. Costs incurred by sub-implementing partners, directly attributable to the implementation of the project.

xi. Other costs derived directly from the requirements of the grant agreement such as monitoring, reporting, translation and insurance, including financial service costs (bank fees for transfers).

xii. Programme Support Costs (PSC). PSC are all costs that are incurred by the partner regardless of the scope and level of its activities and which cannot be traced unequivocally to specific activities, projects or programs. These costs typically include corporate costs (i.e. headquarters and statutory bodies, legal, general procurement, recruitment, premises related costs, etc.). PSC is a maximum 7 % of the approved direct expenditures.

**Ineligible cost:**

J. The following costs are ineligible:

xiii. Costs not included in the approved budget (taking into consideration duly approved budget revisions).

xiv. Costs incurred outside the approved implementation period of the project (taking into consideration duly approved no-cost extensions and signed amendment to the grand agreement).

xv. Debts and provisions for possible future losses or debts.

xvi. Interest owed by the implementing partner to any third party.

xvii. Items already financed from other sources.

xviii. Purchases of land or buildings.

xix. Currency exchange losses.

xx. Cessions and rebates by the implementing partner, contractors or staff of the implementing partner of part of declared costs for the project.

xxi. Government staff salaries.

xxii. Incentives, mark-ups, gifts to staff.

xxiii. Fines and penalties.

xxiv. Duties, charges, taxes (including VAT) recoverable by the implementing partner.

xxv. Global evaluation of programmes.

xxvi. Audit fees/system audit fees – these costs are paid directly by the SSHF.

xxvii. Hospitality expenses, provision of food/refreshments for project staff (not including water and hospitality for trainings, events and meeting directly related to project implementation).