

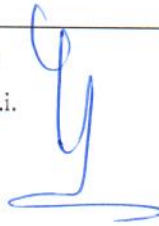


**EBOLA RESPONSE MULTI-PARTNER TRUST FUND
PROPOSAL**

Proposal Title: Ebola response Quick Impact Projects	Recipient UN Organization(s): UNDP
Proposal Contact: Sudipto Mukerjee Country Director United Nations Development Programme (UNDP) 55 Wilkinson Road Freetown, Sierra Leone Cell: +232 789 50000 UNDP, Plot 55 Wilkinson Road, Freetown, Sierra Leone.	Implementing Partner(s) – name & type (Government, CSO, etc): Government and State Institutions; Commercial Companies; Non-Governmental Organizations, Civil Society Organizations, Community Based Organizations; UN and International Organizations.
Proposal Location (country): Please select one from the following <input type="checkbox"/> Guinea <input type="checkbox"/> Liberia <input checked="" type="checkbox"/> Sierra Leone <input type="checkbox"/> Common Services	Proposal Location (provinces): All districts within UNDP's area of operation
Project Description: UNDP will receive an initial transfer of USD 630,000 for Quick Impact Projects in Sierra Leone as part of the UNMEER handover via MPTF. This will provide the UNDP Country Director with a degree of flexibility to respond quickly to urgent, high priority needs not funded through other mechanisms. The projects will support the implementation of the national plan within the operational framework of 4 lines of action and 5 enabling activities. All supported Quick Impact Projects will be small-scale, relatively low cost, and implementable. UNDP Country Director will be responsible for prioritizing, selecting, managing and reporting on each of these projects.	Requested amount: USD 630,000 Start Date: 1 July, 2015 End Date: 31 December 2015
MISSION CRITICAL ACTIONS to which the proposal is contributing. For reporting purposes, each project should contribute to one SO. For proposals responding to multiple MCAs within 1 SO, please select the primary MCA to which the proposal is contributing to. <ul style="list-style-type: none"> <input type="checkbox"/> Strategic Objective 1 MCA1: Identifying and tracing of people with Ebola <input type="checkbox"/> Strategic Objective 1 MCA2: Safe and dignified burials <input type="checkbox"/> Strategic Objective 2 MCA3: Care for persons with Ebola and infection control <input type="checkbox"/> Strategic Objective 2 MCA4: Medical care for responders <input type="checkbox"/> Strategic Objective 3 MCA5: Provision of food security and nutrition <input type="checkbox"/> Strategic Objective 3 MCA6: Access to basic services <input type="checkbox"/> Strategic Objective 3 MCA7: Cash incentives for workers <input type="checkbox"/> Strategic Objective 3 MCA8: Recovery and economy <input type="checkbox"/> Strategic Objective 4 MCA9: Reliable supplies of materials and equipment 	

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<input type="checkbox"/>	Strategic Objective 4 MCA10: Transport and Fuel
<input type="checkbox"/>	Strategic Objective 4 MCA11: Social mobilization and community engagement
<input type="checkbox"/>	Strategic Objective 4 MCA12: Messaging
<input checked="" type="checkbox"/>	Strategic Objective 5 MCA13: Multi-faceted preparedness

Recipient UN Organization(s)	Management Committee Chair:
<p><i>Name of Country Director:</i> Carine Yengayenge Country Director a.i.</p> <p><i>Signature</i></p> <p><i>Name of Agency:</i> UNDP Sierra Leone</p> <p><i>Date & Seal</i> 30 June 2015</p> 	<p><i>Dr. David Nabarro</i></p> <p><i>Signature</i></p> <p><i>Date:</i></p>

BACKGROUND

The Quick Impact Project (QIP) Fund, has provided UNMEER with a degree of flexibility to respond quickly to urgent, high priority needs in the response to end Ebola that are not funded through other mechanisms.

The QIP Fund has been a catalyst for motivation of the field operations team (Field Crisis Managers) in the districts and served as a readily available tool for the Ebola Crisis Manager (ECM). Moreover, the fund has been instrumental in providing readily financial support to NGOs and the District Ebola Response Centers (DERCs) across the country in addressing collectively identified critical gaps. At the same time, this has raised UNMEER's profile at field level as the last resort provider.

At the end of June 2015, there have been 46 approved QIPs in Sierra Leone, totaling over 700,000 USD, which have been implemented in 13 of the 14 districts.

The use of QIPs have been fundamental in the early stages of the response; funding essential projects to operationalize several Ebola Treatment Centers (ETCs), funding two of the most crucial surges (Western Area Surges-WAS I and II) to contain and eradicate Ebola from hotspot areas in the Western Area, while funding projects focusing on Hazard pay and cross-border initiatives and Infection Prevention and Control (IPC.) QIP Projects also supported a number of important areas in the second phase of the response: social mobilization and community awareness creation, especially with women; training surveillance teams on mobile based data collection and analysis, enhancing communication through radio and TV programs, engaging survivors and traditional healers as part of the social mobilization and awareness response; cross border meetings to improve screening and protocols for border monitoring; supporting Quarantined Households; active surveillance, contact tracing and providing Essential Services.

Through a consultative process with UN AFP's involved in the fight against EVD, it was agreed that UNMEER will transfer the QIP program to UNDP. UNDP projects to start implementation of QIPs project by 1 July, 2015, contingent upon MPTF's approval.

a. Rational for this project:

This project will provide UNDP Country Director with a flexible source of funding to rapidly deploy toward high priority needs. The role of the UNDP Country Director is to coordinate the Ebola crisis response in Sierra Leone and move quickly to fill any identified gaps. Funding for quick impact project will support this key function of UNDP Country Director.

b. Coherence with existing projects:

This project will aim to fill minor gaps in the overall Ebola response and support/underpin major projects across all strategic objectives.

c. Capacity of RUNO(s) and implementing partners:

UNDP Country Offices are normally operating under the authority of the Resident Representative/Resident Coordinator and until UNMEER has completely phased out, under the leadership of ASG level crisis managers and senior-level operational staff. UNDP Sierra Leone Country Office will coordinate the implementation of these projects in cooperation with partners including Government and State Institutions; Commercial Companies; Non-

Governmental Organizations, Civil Society Organizations, Community Based Organizations; UN and International Organizations. The RC/ECM will work to ensure that the selected implementing partners have the capacity to deliver on the project.

The lessons learned from the implementation of the UNMEER QIPs will inform implementation of future QIPs.

d) Proposal management:

Responsibility for prioritizing, selecting, managing and reporting on each of these projects will rest with the UNDP's Country Director. A Project Manager will be appointed by UNDP Country Director to operationalize each project. Detailed records of procurement and expenditure will be kept and reported to MPTF if and when required.

Table 5 – Risk management matrix

Risks to the achievement of SO in targeted area	Likelihood of occurrence (high, medium, low)	Severity of risk impact (high, medium, low)	Mitigating Strategy (and Person/Unit responsible)
Diminishing capacities of DERC due to reduced international attention, leading to harder QIPs identification and implementation oversight	Low	Low	Monitoring of situation and changing implementation procedures, where needed. Country Director
Risk of approving duplicative QIPs from districts.	Low	Low	The Project Review Committee (PRC) will be set and will comprise of four members, whom will include a representative from UNICEF, UNDP, NERC and WHO. Additional, the NERC District Desk Support (DDS) will be heavily involved in cross-checking QIPs application. UNDP, NERC, UNICEF, WHO and DDS
Lack of transparency in QIPs identification on local level and discontent of local population	Medium	Medium	Partnership and strict oversight by UNDP, applying established and agreed procedures for the QIPs identification and implementation. UNDP

e. Monitoring & Evaluation:

In addition to MPTF Monitoring and Evaluation, financial reporting, approved projects will be assessed on the basis of their contribution to the United Nations' Mission Critical Actions. The project officer will report outputs and impacts of the project against these lines of action. The Project Officer, in accordance with the frequency of reporting established by the Ebola MPTF Advisory Committee, will provide monthly reporting on grant utilization to the MPTF Secretariat.

Each Implementing Partner will be responsible for monitoring results and activities as per Contractual Agreement and as agreed within the results framework, the work plan (see UNMEER Handover/Guidelines) and in accordance with monitoring arrangements and schedule jointly agreed upon by the Implementing Partner and UNDP.

UNDP may independently monitor, review and/or evaluate QIP Projects and related activities funded through the QIP Program on the basis of the signed Contractual Agreements and supporting documents. This will be undertaken in consultation with relevant organizations, District Coordinators and Pillars Focal Points in each district. If deemed appropriate, UNDP will commission an external independent evaluation of any QIP Project.

It is the responsibility of UNDP (QIP Project Officer) to ensure that the financial aspects of QIP projects are appropriately monitored and to continuously follow-up on progress so as to ensure project completion within the agreed time-frame and as per Contractual Agreement. Any serious concern should be reported to the PRC.

The Implementing Partner shall submit to the QIP Project Officer, a final narrative and financial report within five working days of the completion of the project. Any funds remaining must be returned to UNDP.

The QIP Project Officer is also required to complete the closure and evaluation forms for records. (see UNMEER Handover/Guidelines)

It is the responsibility of UNDP QIP Program Manager to prepare a consolidated annual progress and financial report for the whole QIP Program, which is submitted at the end of each year to the Administrator of the Multi Partner Trust Fund.

Upon each QIP Project closure, a site-visit should take place and a Project Closure and Evaluation Form (see UNMEER Handover/Guidelines) should be completed by the QIP Project Officer responsible for follow up and submitted to the QIP Program Manager for information and archiving. Any relevant handover documentation should also be provided to local authorities at this time as appropriate.

In addition and upon completion of the project, the QIP Project Officer should share a copy of the Narrative and Financial report with the QIP Program Manager and Project Review Committee (PRC).

The QIP Program Manager will consolidate all reports for regular reporting to the MPTF office and for internal/external auditors review. The report should briefly outline the QIP projects' outputs and impacts against the established lines of action.

Lessons Learned from UNMEER Sierra Leone.

Releases of funds to the Implementing Partners was occasionally delayed due to the creation of the Business Partner profile, which was not executed in Sierra Leone. These delays directly affected the speedy commencement of implementation of QIPs because many Implementing Partners did not have sufficient funds available to pre-finance their approved projects, particularly if several QIP projects were required at the same time or in quick succession. In such instances, QIP projects of smaller value got approved provided that a dedicated QIP Project Officer was identified to monitor their implementation.

A rapid financial mechanism is needed to quickly fulfil approved request. The existing financial instruments available to UNMEER to respond to requests were not designed for the quick disbursement of funds which was often required. The time period involved in activating the Quick Impact Project (QIP) mechanism and releasing money for use was too long to allow UNMEER to support urgent time-sensitive activities that would help in Getting to Zero.

Proposal Title: <i>Strengthening EVD Surveillance, Community Engagement and Response for getting to and sustaining zero Ebola cases in Sierra Leone</i>					
Strategic Objective to which the Proposal is contributing ¹		<input checked="" type="checkbox"/> SO 5 Prevent Further Spread MCA13: Multi-faceted preparedness			
Effect Indicators	Geographical Area (where proposal will directly operate)	Baseline ² In the exact area of operation	Target	Means of verification	Responsible Org.
# of people with better access to services and safety standards	<i>National</i>	N/A	30,000	Approved QIP project documentation	UNDP
MCA13:					
Output Indicators ³	Geographical Area	Target ⁴	Budget (US\$)	Means of verification	Responsible Org.
# of quick impact projects implemented	<i>Ebola affected districts</i>	30	550,900	Approved activities and budget per QIPs; QIPs documentation	UNDP
# of districts covered with quick impact projects		No less than 5			
Total					
Coordination Fees (20%)⁵					
<i>General Operating cost</i>			<i>10,000</i>		
<i>Direct Project Support (Staff Cost)</i>			<i>25,000</i>		
<i>Contractual</i>			<i>See budget</i>		
<i>Indirect Cost max 7 %</i>			<i>44,100</i>		
Total Project Cost in USD			630,000		

¹ Proposal can only contribute to one Strategic Objective

² If data are not available please explain how they will be collected.

³ Project can choose to contribute to all MCA or only the one relevant to its purpose

⁴ Assuming a ZERO Baseline

⁵ Should not exceed 20% including the indirect cost

Budget

Categories	Cost
Transfers and Grants to Counterparts (include details)	550,900
Direct Project Support (Staff Cost)	25,000
Operations Support Cost	10,000
Sub-Total Project Costs	585,900
8. Indirect Support Costs (GMS- 7%)	44,100
TOTAL	630,000

The rate shall not exceed 7% of the total of categories 1-7, as specified in the Ebola Response MOU and should follow the rules and guidelines of each recipient organization. Note that Agency-incurred direct project implementation costs should be charged to the relevant budget line, according to the Agency's regulations, rules and procedures.



Proposal Appraisal

Completed by UNMEER

Provide concise summary evaluation of proposal against:

<i>General principles and selection criteria</i>		
(a)	Must be explicitly based on the Ebola Response Plan and Budget	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
(b)	Must address high priority activities that have significant impact, and by nature must address timing imperatives and considerations.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
(c)	UNMEER confirms that Recipient Organization is unable to meet high or urgent priority needs with existing level of funding (both core funding and bilateral funding).	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
(d)	Must support national strategies	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
(e)	Must demonstrate Recipient Organizations comparative advantage for specific intervention	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
(f)	The organization must have the appropriate system to deliver the intervention	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
(g)	The Proposal must be effective, context-sensitive, cost-efficient and the outputs are tangible and sustainable	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
(h)	Must avoid duplication of and significant overlap with the activities of other actors	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
(i)	Must use strategic entry points that respond to immediate needs and yet facilitate longer-term improvements	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

(g)	Must build on existing capacities, strengths and experience	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
(k)	Does not overlap with ongoing programmes of UNMEER or other UN entities	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

Overall review of programme submission

UNMEER has been committed to supporting the Government of Sierra Leone in its strategy of Getting to ZERO and staying at a resilient ZERO. The active response to Ebola has now reached a critical stage where cases are being traced using a cross-functional approach. That means the District Ebola Response Centers and NGOs were still in need of rapidly accessible and flexible funding support that can allow them to respond immediately in carrying out last mile activities. Towards this end, a request was made for an additional \$500,000 to continue fulfilling approved applications made by the DERCs and NGOs actively involved in getting to a resilient zero. To this end, we fully endorsed the relocation of these remaining funds to be transferred to UNDP via MPTF.

Bintou Keita
Ebola Crisis Manager (ECM)
Freetown Sierra Leone

Bintou Keita
Signature
Date

