

# 2022 Fourth Reserve Allocation

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**UHF** Ukraine  
Humanitarian  
Fund

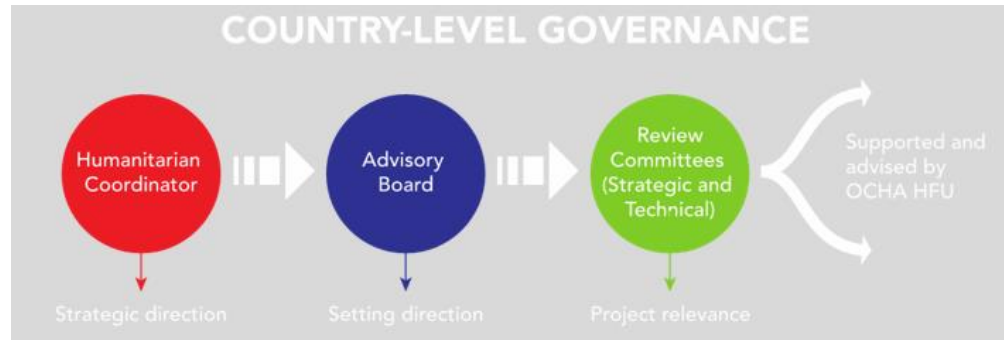
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20 July 2022

# Introduction to UHF

The Ukraine Humanitarian Fund (UHF) is a country-based pooled fund aimed to support coordinated humanitarian action, in line with the Humanitarian Response Plan (HRP).

The UHF is led by the Humanitarian Coordinator, supported by the Advisory Board, managed by OCHA in cooperation with the Inter-Cluster Coordination Group.



# UHF Key Objectives

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- Prioritizes needs identified in the HRP and other guiding documents, like Flash Appeal, Winterization Plan, etc
- Provides rapid and flexible funding (through Standard and Reserve Allocations)
- Strengthens the leadership role of the HC
- Promotes coordination through OCHA Inter-Cluster Coordination mechanism
- Ensures inclusiveness and partnership with NGOs, promotes localization agenda



# UHF 2022 Fourth Reserve Allocation Overview

The UHF allocates **US\$ 25 million** for two priorities with three envelopes with following approximate breakdown:

- (1) Insulation of sub-standard dwellings and damaged homes in remote and rural areas of eastern and northern oblasts – **US\$ 7.5 million. Target oblasts:** Chernihivska, Dnipropetrovska, Donetsk, Kharkivska, Kyivska, Luhanska, Sumska, Zhytomyrska, Zaporizhshyaska, Mikolayivska and Khersonska oblasts.
  - (2) Providing of core winterization relief items in remote and rural areas of eastern and northern oblasts, with two subpriorities, **target oblasts:** Chernihivska, Dnipropetrovska, Donetsk, Kharkivska, Kyivska, Luhanska, Sumska, Zhytomyrska, Zaporizhshyaska, Mikolayivska and Khersonska oblasts.
- :Prepositioning and distribution of core relief items, notably stoves, heaters, radiators and other heating appliances, For NGCA-only: winter clothing – **US\$ 7.5 million.**
- In-kind distribution of solid fuel, i.e. coal, wood or pellets– **US\$ 10 million**

**All partners are eligible to submit only 1 project proposal under this Allocation**

**All projects under this allocation should be implemented within six months with direct assistance to be completed by December 2022**



# Prioritization of Projects

## I. Eligibility Criteria

- Only current UHF-eligible partners (featured in Annex 1) can apply for direct funding, while non-assessed partners may be sub-implementing partners in submissions led by an eligible partner.
- Partners whose capacity assessment were fast-tracked may receive their first UHF grant without full capacity assessment, while fast-tracked partners that have received a UHF grant must complete the full capacity assessment process before receiving the second UHF grant.
- Partners with unapproved due diligence or other compliance issues are not eligible to apply for this allocation. Proposals from these partners will not make it to the Strategic Review (SR) stage and will be rejected.

**Proposals that do not meet the eligibility criteria will not be recommended for SR**

**II. Strategic Review (SR)** - Conducted by the Strategic Review Committee (Shelter/NFI Cluster Coordinator + UN agencies, NGO Reps and UHF Fund manager)

## III. Endorsement by the HC



# Prioritization of Projects

## Prioritization Requirements

- Direct submissions from eligible national NGOs and submissions from eligible international NGOs and UN agencies with sub-implementing partnerships with national and local partners, especially small civil society organizations (CSOs) and volunteer groups operating in targeted communities, will be prioritized.
- Only submissions by partners with demonstrated operational presence/access in target locations and capacity to absorb the allocated funds and implement prioritized activities in line with the sectoral technical requirements in time for the winter season will be recommended for the Strategic Review.
- Sufficient attention, including respective indicators, must be paid to Protection mainstreaming, AAP, PSEA.
- A realistic monitoring and reporting plan must be incorporated in the project to measure the achievements against planned outputs and timeline and the quality of assistance provided, including through sub-IPs.





Partner Risk Level	Project duration (months)**	Project budget (thousand USD)	Max. budget per project (thousand USD)	Disbursement arrangement (in % of total)	Financial reporting			Narrative reporting		Monitoring	
					For disbursements	31-Jan	Final	Progress	Final	Project monitoring	Financial spot-check
High	<6	≤ 250	-	60-40	Yes	Yes	Yes	1 mid	Yes	1	1
		> 250	500	50-50	Yes	Yes	Yes	1 mid	Yes	1	1
	6 (incl.) - 12	≤ 400*	-	50-50	Yes	Yes	Yes	1 mid	Yes	1	1
		> 400	700	40-40-20	Yes	Yes	Yes	2	Yes	1	1
	12 (incl.) – 24	≤ 400	-	40-40-20	Yes	Yes	Yes	2	Yes	1	1
		> 400	1,000	40-30-30	Yes	Yes	Yes	2	Yes	2	2
Medium	<6	≤ 250	-	100	-	Yes	Yes		Yes	-	-
		> 250	700	80-20	Yes	Yes	Yes	1 mid	Yes	1	-
	6 (incl.) - 12	≤ 400	-	100	-	Yes	Yes	1 mid	Yes	1	-
		> 400	1,000	80-20	Yes	Yes	Yes	1 mid	Yes	1	1
	12 (incl.) – 24	≤ 400	-	80-20	Yes	Yes	Yes	1 mid	Yes	1	1
		> 400	1,500	60-40	Yes	Yes	Yes	1 mid	Yes	1	1
Low	< 12	≤ 900	-	100	-	Yes	Yes		Yes	-	-
		> 900	-	80-20	Yes	Yes	Yes		Yes	-	-
	12 (incl.) – 24	≤ 900	-	100	-	Yes	Yes	1 mid	Yes	-	-
		> 900	-	80-20	Yes	Yes	Yes	1 mid	Yes	1	1

# Technical Requirements to Project Proposals

- Proposals should be submitted through the Grant Management System (GMS) at <https://cbpf.unocha.org> by **Wednesday, 27 July 2022 at 23:59 (Ukraine time)**. **Any submission after this date will not be accepted.**
- Organizations submitting projects **must consult** with relevant **Cluster Coordinators** during proposal preparation for technical advice
- Organizations must demonstrate operational capacity and physical access to the affected population and the location of the project should be clearly identified
- IPs should clearly and comprehensively spell out all possible risks related to the context and provide risk management strategies





# Technical Requirements to Budget Preparation

- All project proposals must have a detailed budget outlining all the project-related expenditures under relevant budget lines. Please refer to the CBPF Operational Handbook Annex 13 Project Budget Template for further details.
- Budget proposals must reflect the correct and fair budget breakdown of the planned costs and clearly outline units, quantities, and percentages. When budget lines contain costs of multiple items greater than US\$10,000 a budget breakdown should be included in the GMS BOQ tool, listing item, unit, quantity, and cost (per unit and total cost).
- Provide a budget narrative (as an essential component of the budget) that clearly explains the object and the rationale of any budget line, e.g. shared costs, large/expensive assets, and costs/equipment required to support the regular operation of the IPs.

Project proposals that do not meet the above requirements or with missing financial and budgeting information (including sub-budgets of sub-implementing partners) will not make it to the SR stage and will be rejected.



# Approval of Projects in NGCA

- If activities are aimed at covering emergency needs, **the Grant Agreement may be signed upon receiving the authorization that entities in control of NGCA would not object its implementation. IPs must prove their access to the territories.**
- Implementing Partners (IPs) should submit the request for authorisation from the entities in control of NGCA **only after receiving an official letter from OCHA** confirming the approval of the project.
- IPs and/or their sub-IPs should keep OCHA HFU in copy (by cc-ing [ocha-uhf@un.org](mailto:ocha-uhf@un.org)) for all project-related correspondence with the entities in control of NGCA.
- A period of getting an authorisation to implement project activities is **limited to 1 month from receiving an official letter from OCHA** confirming the approval of the project.



# Allocation Timeline

Preparation	1. Launch of allocation strategy paper	20 July
<b>Proposal Development and Review</b>	2. Opening Proposal Submission in the GMS	20 July
	3. Proposal Submission Deadline	<b>Tuesday, 27 July 2022 23:59 Kyiv time</b>
	4. Strategic Review	28 July-04 August
	5. Financial and Technical Review	04-19 August
	6. Final approval by HC and Grant Agreement	22-26 August
<b>Approval and Disbursement</b>	7. Disbursement	29 August
<b>Implementation</b>	8. Start of Project Implementation	



# OCHA HFU Contacts

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- If you have any question, please do not hesitate to contact the UHF team at [ocha-uhf@un.org](mailto:ocha-uhf@un.org) ;
- Up-to-date contact details of cluster and inter-sectoral working group coordinators can be found at: [cluster\\_contact\\_information\\_july\\_12\\_2022.pdf](#) ([humanitarianresponse.info](http://humanitarianresponse.info))

