

## FSAS – ERP 2022 Extension – Project Revision process

### 1. Introduction

By resolution taken at the HCT level, the ERP 2021-2022 has been extended until Dec-2022 through a “light” revision process. In line with this approach, Sectors have been tasked to work with concerned Partners on the existing set of projects under the ERP.

The core issue to be addressed for projects revision within the ERP extension process is about assessing current project validity based on agreed criteria.

The scenarios reported further on in this document will provide a subsequent set of categorisation for each project, according to their funding status. For each project, the combination of the assessment of its validity and the funding status, will determine how the project will be presented within the ERP extension project package.

### 2. Projects validity assessment

In order to evaluate weather and existing project (i.e. already being part of the ERP 2021-2022) should be extended into 2022 revision plan and how, the following criteria and steps are proposed.

For a project to be carried over with modifications into the extension process (**all should apply**):

- ✓ **Criteria 1.** It should not be completely funded or fully implemented.
- ✓ **Criteria 2.** The needs the project intended to address are still standing, and no other projects, either from the same organisation or other organisations, have addressed them;
- ✓ **Criteria 3.** The applicant organisation still has operational capacity to implement it, including active partnerships with implementing partners;
- ✓ **Criteria 4.** If still unfunded, it should be feasible to be undertaken within a reduced time frame, which is July-December 2022, recognising the fact that not all projects that were designed for 8-12 months, can be meaningfully undertaken in 5 months.

**Note to Criteria 1:** if a project is funded and fully implemented, it will be simply reported into the 2022 extension keeping its original features.

### 3. Funding Status Scenarios

The following scenarios provide the guidance for categorising each project that is currently listed under the HRP 2021-2022 according to if and when the project received funds. Each scenario then defines how each project is supposed to be translated into the ERP 2022 plan.

FSAS Partners are asked to self-assess their own project against the above mentioned criteria (point 2.) and the following scenarios, highlighting any relevant issues that might affect the revision process. The FSAS will communicate bilaterally with each Partner and will share the tool for the self assessment.

The scenarios are common to all Sectors, as they have been endorsed at the Emergency Operation Cell (EOC) level, while the specific process presented here may vary from Sector to Sector.

## Revision of an existing ERP project:

### **SCENARIO 1: Partner has received funding for 2021 and 2022 or only in 2021**

- Sector and partner agree if project timeframe should be extended

[To be able to guide partners, as a pre-step, Sector coordinators will first request feedback from partners on plans for revision, extension and submission of their projects.]

- If yes,

- Partner adds remaining amount required to cover the remaining period no later than December 2022.

- If not (i.e., timeframe is unchanged and ends by July 2022),

- Partner keeps original funding requirement

NB: Original funding requirement will either remain the same or increase

## Revision of an existing ERP project:

### **SCENARIO 2: Funding was received in 2022 but not for 2021**

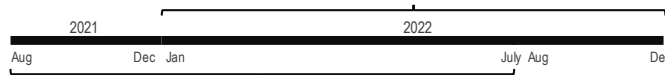
- Sector and partner agree if project should be extended until the end of 2022

[To be able to guide partners, as a pre-step, Sector coordinators will first request feedback from partners on plans for revision, extension and submission of their projects.]

- If yes,

- partner deducts the amount for the period not covered (for which no funding was received) from the original funding requirement.
- partner then calculates and submits funding requirement for the extended period

Example



- If not (i.e., the timeframe remains unchanged until July 2022)

- partner keeps original funding requirement

NB: Original funding requirement will either remain the same or increase

## Revision of an existing ERP project:

### SCENARIO 3: Existing Projects with no funding received

- Sector and partner agree if the project is still relevant, to be kept under the revised ERP  
[To be able to guide partners, as a pre-step, Sector coordinators will first request feedback from partners on plans for revision/extension and submission of their projects.]
- If yes
  - partner adjusts scope of the project based on a current duration that does not go beyond Dec 2022
  - partner considers a realistic funding requirement for these activities in line with the overall additional funding requirement of the concerned sector.

#### 4. Addition of new projects to the ERP extension

For projects under implementation or fully implemented from Aug-2021 to Dec-2022 that are NOT currently listed under the ERP but are matching ERP objectives and activities ([link to ERP 2021-2022](#)), the following applies, **compulsorily preceded by bilateral discussions** with the FSAS Coordination Team in order to properly assess the project compatibility with the ERP:

### New submissions

- Step 1: Partner obtains a humanitarian ID by registering on <https://humanitarian.id/>
- Step 2: Partner logs into the HPC Tools Projects Module System <https://projects.hpc.tools>
- Step 3: Partner submits new project for 2022
  - Basic information
  - Locations
  - Activities and Targets
  - Budget

\*\*\*Please see detailed information in the [HPC Tools Project Module User Manual](#)

Another option for new projects additions is represented by the projects that will be approved under the LHF 1<sup>st</sup> Standard Allocation. Although the FSAS component of the LHF is larger in scope than the ERP, both in terms of target population cohort and set of activities, a way of including relevant components of approved LHF projects will be discussed and elaborated. There are no guidance so far to address this issue.

## **5. Uploading Project to the Project Module**

Existing Projects will not have to be re-written from scratch. The Project Module will have a “clone” function to replicate the project concept note, and then the applicant will have to follow a step-by-step process to update project’s features (e.g. start and end dates, beneficiaries, activities, budget) as a result of the process described from point 2 to point 4 in this document.

The FSAS Coordination Team warmly recommends Partners to start editing their projects into the Project Module online platform **only after having fully undertaken the process** described in this document. It will otherwise cause extra and unnecessary workload from all parties.

## **6. Timeline:**

The deadline for finalising all projects in the Project Module is **9<sup>th</sup> June 2022**. Until there, it is the time to work within each Sector following the steps described in this document, in order to meet the deadline.

By 30<sup>th</sup> June the overall projects revision process should be finalised, including any further adjustment following projects submission to the Project Module portal, and final projects list endorsement by the Humanitarian Coordinator.