


UNTFHS Programme Extension / Revision Request

<ul style="list-style-type: none"> A programme requesting a no-cost extension (extension of programme end date only) must complete this form <u>at least 3 months prior</u> to the programme end date. A programme requesting a budget revision (variances >20% of the approved budget by reporting object class) and/or substantive changes to the programme must also complete this form and receive approval prior to implementing changes. The request must include a) relevant changes highlighted in the original programme document, as well as b) an updated Workplan and Results Monitoring Template, and/or c) a completed Budget Revision Template. For more guidance, please refer to Annex 5: Programme and Budget Revisions of the UNTFHS Guidelines (9th Revision; 1 May 2016, annexes updated 12 June 2020). NOTE: One form to be consolidated for the entire programme and signed by the lead agency. 	
Type of request	
No-Cost Extension Request <input type="checkbox"/>	Reprogramming Request <input checked="" type="checkbox"/>
Contact details	
Date of request: 20/09/2022	
Requester's name and job title: Roland Seri: Deputy Resident Representative - UNDP Zambia	
Requester's email: roland.seri@undp.org	
Programme details	
Programme title: Promoting Human Security through Sustainable Resettlements in Zambia	Programme budget (a): US\$ 1,999,034
UNTFHS project number: 00102127	Expenditures to date (b): US\$ 1,576,381.27
UNTFHS grant #: P1-33HYA-000220	Utilization rate (b/a): 79%
Extension request details (if required)	
Original programme completion date: 20.09.2022	
Requested completion date: 31.12.2022	
Justification/Explanation for a No-Cost Extension or Reprogramming of Activities	
<i>For no-cost extensions, please explain in detail why the activities could not be implemented within the implementation period. For reprogramming, please explain why activities could not be implemented and/or funds could not be spent as planned in the final programme proposal.</i>	
UNDP Zambia would like to request for a programme budget revision to fully undertake project interventions reporting for all the 3 Outcomes under the Promoting Human Security through Sustainable Resettlements in Zambia by aligned Object Classes and cost lines the total budget will be unchanged and the scope of the programme implementation remains the same.	
<i>Please clearly highlight activities already completed, and explain/indicate how a no-cost extension or reprogramming will affect activity implementation for remaining activities.</i>	
The reprogramming of the programme budget will allow for the correct object classification of activity costs within the budget. This will allow for the correct project costs to be aligned to the appropriate cost lines. This has been necessitated by the type of interventions and activities undertaken as the project is being implemented in line with the programme objectives.	
<i>Please explain if/how the activities and targets will change as defined in the original programme proposal with a no-cost extension or reprogramming. For reprogramming, please ensure the revised activities and the impact on budget is clearly indicated.</i>	
The re-classification of the budget object classes will ensure to align all programme costs to the correct cost line and object class description. The change in object class will not alter the total programme budget. This change will not affect the scope of funds to activities.	
Signed statement certifying that all programme partners were consulted:	
<div style="border-bottom: 1px solid black; width: 100%;"></div> <div style="display: flex; align-items: center;">  4E8DC025A2B249E </div>	
Signature	

To be completed by HSU

