



Grant Revisions: Summary of Changes

Implementers can revise a grant when the country context or needs change during implementation. A timely revision ensures that funds are used efficiently, aligning to national strategic plans and the [Global Fund Strategy \(2023-2028\)](#). The revision process and requirements are described in the updated [Operational Policy Note \(OPN\) on Revise Grants and new Operational Procedures](#).

Changes by revision type

End-date revision

- Allows the shortening of the Implementation Period (IP).
- Streamlines approval process for IP extensions.
- Streamlines the Implementation Letter (IL) signature process for revisions that require Board approval.

Additional funding revision

- Includes grant funding reduction and transfers.
- Streamlines the approval process.
- Streamlines the IL signature process for revisions that require Board approval.

Programmatic revision

- Includes scenario-based options to determine when Technical Review Panel (TRP) review is required (replacing materiality thresholds).
- Clarifies when Technical Advice and Partnerships (TAP) Department involvement is required.
- Does not require baseline budget changes.
- Allows for time-sensitive changes to the Performance Framework to be captured in Global Fund systems following a notification email to the PR.
- Formerly known as 'program revisions'.

Budget revision

- Aligns to the new [Budgeting Guidelines](#) (in English; guidance in French/Spanish forthcoming) to avoid duplications and conflicting guidance.
- Does not require baseline budget changes.
- Expands triggers to include foreign exchange gains and losses, and transfer of program assets.

Administrative revision

- Expands triggers to include administrative changes to the Performance Framework, changes to grant requirements and administrative adjustments to the grant amount.
- Allows for administrative changes to the Performance Framework to be captured in Global Fund systems, following a notification email to the PR and later formalized through an IL.



Cross-cutting Changes

Streamlined process

Principal Recipients (PRs) can sign the IL while waiting for Board approval. Upon GAC recommendation, the Regional Manager/Department Head can sign the IL and send to PR for signature. The IL comes into effect upon Grant Finance Manager signature and Board approval.

Flexible use of the Grant Revision Request Form enables PRs and/or Country Teams to submit the revision request by email that contains the information in the Grant Revision Request Form.

Requirements

Country Coordinating Mechanism (CCM) endorsement requirements have been updated per revision type to clearly define roles and responsibilities of the CCM in grant revisions including when CCM endorsements are needed and who within the CCM needs to endorse.

Focused Portfolio Management Models requirements tailored to each type of revision have been introduced into the OPN.



Key Considerations

Start the revision as soon as there is an agreed need. Retroactive revisions are not possible.

Combine revisions. Consolidate multiple changes into a single revision where possible to save time.

Consider grant life cycle interdependencies.

<p>Revisions: Each grant/IP can only have one revision in progress at a given time</p>	<p>When a revision updates the grant funds amount:</p> <ul style="list-style-type: none"> ✓ Possible to process disbursements from already approved Annual Funding Decisions (AFDs). ✓ Possible to submit Pooled Procurement Mechanism (PPM) purchase requisitions in wambo.org. ✗ Not possible to submit or approve AFDs and Supplementary AFDs. ✗ Not possible to approve, release and/or finalize PPM/wambo.org requisitions while grant revision is in progress.
<p>Grant Entity Data (GED): Update relevant GED early to capture up-to-date information.</p>	
<p>Closure: Complete any pending revisions before the grant/IP end date.</p>	<p>PR reporting: Complete revisions that change the Performance Framework and Budget before the current reporting period ends and the next PU/DR is issued.</p>

Use the Partner Portal to download, submit and view revision documents.

- For regular revisions, Country Teams share revision documents and the IL with PRs through the Partner Portal. The excel-based Performance Framework is used - see demos [here](#).
- For C19RM revisions, the Performance Framework is submitted through an online form in the Partner Portal.
- PRs use the Partner Portal to:

Download revision documents shared by the Global Fund.

Submit revision documents for Global Fund review and validation.

Submit the signed IL for Global Fund counter signature.

If you have any questions, contact your Country Team.