

Template:	Non-Norwegian NGOs	Revision no.:	2
Specific Conditions (part I)	Grant Management Regime I	Date:	17.06.2016

GRANT AGREEMENT

BETWEEN

THE NORWEGIAN AGENCY FOR DEVELOPMENT COOPERATION

AND

INTEGRITY ACTION

REGARDING

QZA-17/0134, SHINE- STUDENTS ACTING FOR HONESTY,
INTEGRITY AND EQUALITY

PART I: SPECIFIC CONDITIONS

PART II: GENERAL CONDITIONS

PART III: PROCUREMENT PROVISIONS

ANNEX A: BUDGET

ANNEX B: RESULTS FRAMEWORK

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PART I: SPECIFIC CONDITIONS

This grant agreement (the Agreement) has been entered into between:

- (1) The Norwegian Agency for Development Cooperation (Norad), the Civil Society Department, and
- (2) Integrity Action (IA), an International Non-Governmental Organisation duly established in United Kingdom under registration number company Number 04884328 Company by limited Guarantee and not having Shared Capital (the Grant Recipient), jointly referred to as the Parties.

1 SCOPE AND BACKGROUND

- 1.1 The Grant Recipient has submitted an application to Norad dated March 17th 2017 (the Application) regarding financial support to project titled QZA-17/0134 SHIN- Students acting for Integrity, Honesty and Equality (the Project). The estimated costs of the Project are indicated in the budget attached as Annex A to this Agreement.
- 1.2 Norad has decided to award a grant to be used exclusively for the implementation of the Project (the Grant). The Parties expect the Project to be implemented during the period from March 2017 to April 2021 (the Support Period).). The last disbursement request must be received by Norad no later than 25th November 2020.
- 1.3 The Parties have agreed to enter into an Agreement, consisting of this part I; Specific Conditions, part II; General Conditions, and part III; Procurement Provisions, all of which form an integral part of this Agreement. In the event of discrepancies between the Specific Conditions and the General Conditions or Procurement Provisions, the Specific Conditions shall prevail.

2 OBJECTIVES OF THE PROJECT

- 2.1 The expected results of the Project are as follows:

The Project's planned effect on society (Impact) is.

Stronger civil society in DR Congo, Afghanistan, Occupied Territory (OT) Palestine, Nepal and Kenya with the ability and capacity to fight corruption in the education sector and introduce/develop sustainable grassroots transparency measures.

The planned effects for the target group of the Project (Outcome) are.

10 enabled and capable Civil Society Organizations (CSOs) in DR Congo, Afghanistan, OT Palestine, Nepal and Kenya are leading on embedding education sector anti –corruption and transparency measures directly benefitting 10 500 youth (Youth Monitors).

10 500 engaged and supported 14-19 years old youth monitors are active agents of positive change championing anti-corruption and transparency learning and youth monitoring.

Encouraged secondary schools embedded Integrity Clubs to ensure long-term sustainability of anti-corruption and transparency efforts in education.

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Exemplified success attracts wider support and demand for anti-corruption and transparency measures in education.

The intended target groups are.

Target groups Youth and Civil Society in specified locations Nepal, DR Congo, Kenya, Afghanistan and the OT of Palestine

2.2 The full results framework is included as Annex B to this Agreement.

3 IMPLEMENTATION OF THE PROJECT

- 3.1 The Project shall be implemented in accordance with the Agreement, including all annexes, and the latest approved Application, including implementation plan and budget.
- 3.2 During the implementation of the Project, the Grant Recipient shall exercise the necessary diligence, efficiency and transparency in line with sound financial management and best practise principles.
- 3.3 The Grant Recipient shall identify, assess and mitigate any relevant risks associated with the implementation of the Project, including the risk of corruption and other financial irregularities, and any potential negative effects that the Project may have on the environment and climate, gender equality and human rights.
- 3.4 The Grant Recipient shall be familiar with UN Security Council Resolution 1325 on women, peace and security (s/res/1325 (2000)), and implement the Project in a way that promotes the intentions of the resolution in the best possible way. A statement on how the intentions of this resolution have been addressed shall be included in the progress reports and final report of the Project.

4 THE GRANT

- 4.1 The Grant shall amount to maximum NOK 14 720 000 (Norwegian Kroner fourteen millions seven hundred and twenty thousands).
- 4.2 Disbursement after the current calendar year is subject to Norwegian Parliamentary appropriations. Significant reductions in the Parliament's annual allocation to the relevant budget line may lead to a reduction in annual Grant allocations and/or in the total Grant amount. The annual Grant allocations must be confirmed by Norad following the Parliament's approval of the state budget for the relevant budget year. If the Grant amount is reduced the Grant Recipient must revise the implementation plan, budget and results framework correspondingly.
- 4.3 The Grant, including accrued interest, shall be used exclusively to finance the actual costs of the implementation of the Project during the Support Period.
- 4.4 At least 10 % of the Project's total costs shall be covered by funds that do not originate, directly or indirectly, from grants from Norad or another Norwegian central government body. This contribution shall be identified in the Project's financial statements.



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- 4.5 The Grant may be used to cover overheads/indirect costs up to a maximum of 7% of Norad's pro rata share of the actual costs of the Project.
- 4.6 The Grant Recipient is responsible for obtaining any additional resources which may be required to duly implement the Project.

5 DISBURSEMENT

- 5.1 The Grant shall be disbursed in advance instalments based on the financial need of the Project for the upcoming period, which shall not exceed six months. The disbursements shall be made upon Norad's receipt of written disbursement requests from the Grant Recipient, describing the financial need for the period in question. The first disbursement shall include approved Project expenses incurred prior to the signing of this Agreement.
- 5.2 Financial need refers to the budgeted expenditure for the upcoming period, less any funds available to the Project from all other sources during the same period.
- 5.3 The financial need shall be documented through an updated financial statement for the Project and a reference to the latest approved implementation plan and budget.
- 5.4 The disbursement requests shall be signed by an authorised representative of the Grant Recipient. A confirmation that the Project is being implemented in accordance with the Agreement shall be included in the disbursement request.
- 5.5 All disbursements are conditional upon the Grant Recipient's continued compliance with the requirements of the Agreement, including the timely fulfilment of reporting obligations. Norad may withhold disbursements in accordance with article 17 of the General Conditions if it finds that the requirements of the Agreement have not been met. Except for the Project's first year, the first disbursement each year is subject to Norad's receipt and approval of the progress report and financial report.
- 5.6 The Grant Recipient shall have a separate bank account exclusively for grants from Norad. All disbursements will be made to the following bank account:

Name of the account: Integrity Action
Account no.: 70151580
IBAN no.: GB48HBUK40116070151580
Name and address of the bank: HSBC Bank PLC, City of London Business
Banking Centre, 1st Floor, 60 Queen Victoria Street, London EC4NTR UK
Swift/BIC code: MIDLGB22

- 5.7 The Grant Recipient shall immediately acknowledge receipt of the funds in writing. The amount received shall be stated, as well as the date of receipt and the exchange rate applied.

6 REPORTING AND OTHER DOCUMENTATION

- 6.1 The following shall be submitted by the Grant Recipient to Norad:
- a) A **progress report** covering the period from January to December shall be submitted to Norad by 31 May each year. The progress report for 2020, which is due 31 May 2021, shall include

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the first quarter of 2021 The progress report shall include the content specified in article 2 of the General Conditions. Norad's standard reporting format shall be used.

- b) A **financial report** covering the period from January to December shall be submitted to Norad by 31 May each year. The financial report for 2020, which is due 31 May 2021, shall include expenditures for the first quarter of 2021. The financial report shall include the content specified in article 3 of the General Conditions. The final financial report shall cover the entire Support Period and shall be submitted along with the final report referred to in article 6.1 f) of the Specific Conditions.
 - c) An **audit report** covering the annual financial statements of the Project shall be submitted to Norad by 31 May each year. The audit for 2020, which is due 31 May 2021, shall include expenditures for the first quarter of 2021. The audit report shall comply with the requirements set out in article 7 of the Specific Conditions and article 5 of the General Conditions. The management letter (matters for governance attention) shall be attached to the audit report.
 - d) An updated **implementation plan and budget** covering the period from January to December shall be submitted to Norad by 10 January each year. The implementation plan and budget shall include the content listed in article 1 of the General Conditions.
 - e) The **annual report and audit report** of the Grant Recipient shall be submitted to Norad by 31 May each year. If the auditor in addition submits a management letter (matters for governance attention) this shall be attached to the audit report.
 - f) A **final report** for the Support Period shall be submitted to Norad no later than six months after the end of the Support Period. The final report shall include the content listed in article 4 of the General Conditions. Norad's standard reporting format shall be used.
- 6.2 If the Grant Recipient is unable to meet the deadlines set out above, Norad shall be informed immediately.
- 6.3 All implementation plans, budgets and reports shall be approved in writing by Norad unless otherwise agreed by the Parties.

7 AUDIT

- 7.1 The annual financial statements of the Project shall be audited in accordance with International Standards of Auditing (ISA) 800 ("Special considerations audits of financial statements prepared in accordance with special purpose frameworks") or ISA 805 ("Special considerations audits of single financial statements and specific elements, accounts or items of a financial statement").
- 7.2 Additional requirements applicable to the auditor and the audit report are included in article 5 of the General Conditions.
- 7.3 The Grant Recipient is responsible for submitting the audit report to Norad within the deadline indicated in article 6 of the Specific Conditions.

8 FORMAL MEETINGS

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- 8.1 The Parties shall hold formal meetings once per year, tentatively in October in order to discuss i.a. the results achieved by the Project during the Support Period. The meetings shall be called and chaired by the Grant Recipient.
- 8.2 Unless otherwise agreed, the Parties shall discuss the latest progress report and financial report, as well as the implementation plan and budget for the upcoming period. In the event that such reports have not been received at least three weeks before the meeting, the Parties shall agree upon a new date to hold the meeting.
- 8.3 The Grant Recipient shall record main issues discussed, points of view expressed and decisions made, in minutes from the meeting. The Grant Recipient shall submit the minutes to Norad no later than two weeks after the meeting for comments. The agreed minutes shall be signed by both Parties.

9 REVIEWS AND OTHER FOLLOW-UP MEASURES

- 9.1 A mid-term review focusing on progress to date shall be carried out by June 2019. The Grant Recipient shall draft the terms of reference for the review and submit them to the other Party for approval. The costs of the review shall be covered by Norad over and above the Grant.
- 9.2 If the Grant Recipient or another interested party initiates a review or evaluation of activities wholly or partly funded by the Grant, Norad shall be informed. The Grant Recipient shall forward a copy of the report of any such review or evaluation to Norad without undue delay.

10 PROCUREMENT

- 10.1 All procurement under the Project shall be completed in accordance with the Procurement Provisions in Part III of this Agreement.
- 10.2 Along with the documentation mentioned above, the Grant Recipient shall confirm in writing that the requirements agreed on in this article 10 have been fulfilled.

11 REPAYMENT OF INTEREST AND UNUSED FUNDS

- 11.1 Upon the end of the Support Period or upon termination of this Agreement, any unused funds that total more than NOK 500 shall be repaid to Norad as soon as possible and at the latest within 6 months. The repayment shall include any interest which have not been used for Project purposes, and other financial gain accrued on the Grant.
- 11.2 Repayments shall be made to the following bank account:
- Name of the account: Norad
Account no.: 7694.05.14815
IBAN no.: NO 31 7694.05.14815
Name and address of the bank: DNB Bank ASA 0021 Oslo
Swift/BIC code: DNBANOKKXXX
- 11.3 The transaction shall be clearly marked: "Unused funds". The name of the Grant Recipient shall be stated, along with Norad's agreement number and agreement title.

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12 SPECIAL PROVISIONS

According to the Grant Scheme Rules, the applicants must have established collaboration with civil society in the countries which they implement projects. For the program currently applied for, IA has decided to run an open call for partners. SIVSA will therefore make the disbursement in the third and the fourth year of the agreement conditioned on established partnerships between IA and local civil society organisation that have the potential of becoming actors who are capable of driving change in their respective countries.

The information in the baseline needs to be updated once the partners have been identified, and before disbursements are made in the third year of the agreement.

13 NOTICES

- 13.1 All communication to Norad concerning the Agreement shall be directed to the Civil Society Department at the following address/e-mail address: postmottak@Norad.no copying, the Civil Society Department at the following e-mail address: SIVSA.NORAD-Post@norad.no
- 13.2 All communication to the Grant Recipient concerning the Agreement shall be directed to Jasmina Haynes at the following address/e-mail address: jasmina.haynes@integrityaction.org
- 13.3 Norad's agreement number and agreement title shall be stated in all correspondence regarding this Agreement, including disbursement requests and repayment of unused funds.

14 SIGNATURES

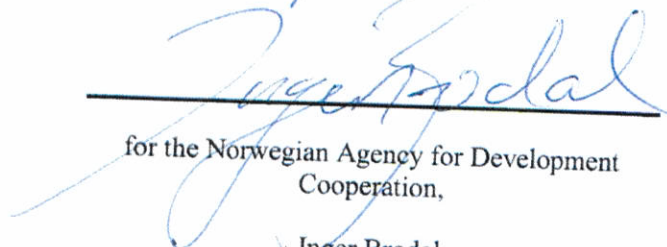
- 14.1 By signing part I of the Agreement, the Parties confirm receipt and approval of part II; General Conditions, and part III; Procurement Provisions, which all form an integral part of the Agreement.
- 14.2 This Agreement has been signed in two -2- original copies in the English language. In the event of any discrepancies between this English language version and any later translations, the English language version shall prevail.

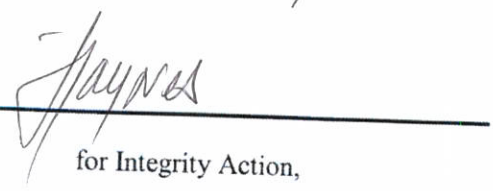
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Place: *Oslo*
Date: *25 September 2017*

London
26th September 2017


for the Norwegian Agency for Development
Cooperation,
Inger Brodal
Assistant Director
Civil Society Department


for Integrity Action,
Jasmina Haynes
Chief Executive Officer

Attachments:
Annex A: Budget
Annex B: Results framework

A.

IB

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**PART II: GENERAL CONDITIONS
APPLICABLE TO GRANTS FROM
THE NORWEGIAN AGENCY FOR DEVELOPMENT COOPERATION**

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1 IMPLEMENTATION PLAN AND BUDGET

- 1.1 Any updated implementation plan to be submitted in accordance with the Specific Conditions shall be directly related to the results framework and shall specify planned activities and outputs and time schedules for the upcoming reporting period.
- 1.2 Any updated budget to be submitted in accordance with the Specific Conditions shall be based on the approved budget in Annex A and include estimated income to the Project from all sources as well as planned expenditures for the upcoming reporting period. The estimated financial need of the Project in the upcoming reporting period shall be clearly stated.
- 1.3 Significant deviations from or changes to the implementation plan and budget is subject to Norad's prior, written approval as outlined in article 12 of the General Conditions.

2 PROGRESS REPORT

- 2.1 Any progress reports to be submitted in accordance with the Specific Conditions shall describe the results achieved by the Project during the reporting period. The report shall be set up in a way that allows direct comparison with the latest approved Application, implementation plan and budget, and shall be signed by an authorised representative of the Grant Recipient.
- 2.2 The progress reports shall, as a minimum, include:
 - a) an account of the results achieved so far by the Project, using the format, indicators and targets of the approved results framework. The overview must:
 - show delivered outputs compared to planned outputs;
 - show the Project's progress towards achieving the Outcome;
 - if possible, describe the likelihood of the Impact being achieved.
 - b) an account and assessment of deviations from the latest approved implementation plan and Application;
 - c) an assessment of how efficiently Project resources have been turned into Outputs;
 - d) a brief account of materialised risk factors to the Project, including how these have been handled in the reporting period and/or will be handled in the future. Identified risks related to the climate and environment, gender equality, corruption and other financial mismanagement and human rights shall always be accounted for.

3 FINANCIAL REPORT

- 3.1 Any financial report to be submitted in accordance with the Specific Conditions shall comprise financial statements with a comparison to the latest approved budget for the reporting period, as well as an identification of any deviations from the budget as per clause 3.3 below. The financial report shall be certified by the financial controller (or equivalent) as well as an authorised representative of the Grant Recipient.
- 3.2 The financial statements shall be set up in a way that allows for direct comparison with the latest approved budget, using the same currency and budget line items. They shall, as a minimum, include:
 - a) the accounting principles applied;
 - b) income from all sources, including bank interest. Norad's contribution shall be specified;
 - c) expenses charged/capitalised in the relevant reporting period;
 - d) expenses charged/capitalised from start-up of the Project to the end of the reporting period;
 - e) unused funds as per the reporting date;

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- f) overhead/indirect costs to be covered by the Grant in accordance with article 4 of the Specific Conditions;
- g) balance sheet, when required in accordance with the accounting principles applied;
- h) explanatory notes including a description of the accounting policies used and any other explanatory material necessary for transparent financial reporting of the Project.

3.3 Deviations between the approved budget and the expenses charged/capitalised shall be highlighted with information on both nominal amounts and percentage of each deviation. The Grant Recipient shall include a written explanation of any deviations amounting to more than 10% from a budget line.

4 FINAL REPORT

4.1 The final report to be submitted in accordance with the Specific Conditions shall describe the results achieved by the Project during the Support Period. The report shall be set up in a way that allows for a direct comparison with the Application, and shall be signed by an authorised representative of the Grant Recipient.

4.2 The final report shall, as a minimum, include:

- a) the items listed for the progress reports described in article 2 of the General Conditions, covering the entire Support Period;
- b) an assessment of the Project's effect on society (Impact);
- c) a description of the main lessons learned from the Project;
- d) an assessment of the sustainability of the results achieved by the Project.

5 AUDIT

5.1 If an audit of the Project's financial statements is required pursuant to the Specific Conditions, the audit shall be carried out by an independent chartered/certified or state-authorised public accountant (auditor).

5.2 Norad reserves the right to approve the auditor, and may require that the auditor shall be replaced if Norad finds that the auditor has not performed satisfactorily or if there is any doubt as to the auditor's independence or professional standards.

5.3 The auditor shall form an opinion on whether the Project's financial statements fairly reflect the financial position of the Project and whether they are prepared, in all material respects, in accordance with the applicable financial reporting framework, namely:

- a) the accounting principles followed by the Grant Recipient and;
- b) the requirements of article 3 clause 2 of the General Conditions.

5.4 The auditor shall report in accordance with the applicable audit standard, as agreed in the Specific Conditions.

5.5 The audit report shall include:

- a) the Project name and agreement number;
- b) identification of the Project's total expenses and total income;
- c) the subject of the audit;
- d) the financial reporting framework applied;
- e) the auditing standards applied;

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- f) a statement that the auditor has obtained reasonable assurance about whether the financial statements as a whole are free from material misstatement;
- g) the auditor's opinion.

- 5.6 In addition to the Project's audit report, the auditor shall submit a management letter (matters for governance attention), which shall contain any findings made during the audit of the Project. It shall also list any measures that have been taken as a result of previous audits and whether such measures have been adequate to deal with reported shortcomings.
- 5.7 If any findings have been reported in the Project's management letter, the Grant Recipient shall prepare a response including an action plan to be submitted to Norad together with the management letter.
- 5.8 The costs of the audit of the Project's financial statements shall be included in the Project's budget.
- 5.9 The audit requirements stated in this Agreement are applicable for the total Grant, including any part of the Grant that has been transferred to a cooperating partner.
- 5.10 The auditor of the Project's consolidated financial statement is responsible for the direction, supervision and performance of the audit of any part of the Grant that has been transferred to a cooperating partner. The auditor shall assure itself that those performing the audit for cooperating partners have the appropriate qualifications, that the audit is in compliance with professional standards, and that the audit report is appropriate under the circumstances.
- 5.11 The auditor of the Project's consolidated financial statement shall express an opinion on whether the statement is prepared, in all material respects, in accordance with the requirements of this Agreement. To this end, the auditor shall obtain sufficient appropriate audit evidence regarding the financial statements of the cooperating partner and the consolidation process.

6 CONTROL MEASURES

- 6.1 Representatives of Norad and the Norwegian Auditor General may at all times carry out independent reviews, audits, field visits or evaluations or other control measures related to the Project. The objective of such control measures may be i.a to verify that the Grant has been used in accordance with the Agreement or to evaluate the achievement of results.
- 6.2 The Grant Recipient shall facilitate such control measures by providing all information and documentation necessary to carry out the relevant initiative, as well as ensuring unrestricted access to any premises, records, goods and documents requested.
- 6.3 The representatives of Norad and the Norwegian Auditor General shall also have access to the Grant Recipient's auditor and the auditor's assessments of all information pertaining to the Grant Recipient and the Project. The Grant Recipient shall release the auditor from any confidentiality obligations in order to facilitate such access.
- 6.4 The rights and obligations of this article 6 shall remain in force for 5 years following expiry or termination of the Agreement.

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7 FINANCIAL MANAGEMENT

- 7.1 The Grant Recipient shall keep accurate accounts of the Project's income and expenditure using an appropriate accounting- and double-entry book-keeping system¹ in accordance with the applicable accounting- and bookkeeping policies in the jurisdiction of the Grant Recipient.
- 7.2 The accounts shall be kept up to date at least on a monthly basis. Bank reconciliations² and cash reconciliations³ shall be completed at least every month, and shall be documented by the Grant Recipient.
- 7.3 Income and expenditures relating to the Project must be easily identifiable and verifiable, either by using separate accounts for the Project or by ensuring that Project expenditure can be easily identified and traced within the general accounting- and bookkeeping systems. The accounts must provide details of bank interest accrued on the Grant.
- 7.4 The Grant Recipient shall keep the Project's accounting records for at least 5 years from the time of Norad's approval of the final report for the Project. This shall include i.a. vouchers, receipts, contracts and bank statements.

8 EXCHANGE RATE FLUCTUATIONS

- 8.1 If the Grant is converted into another currency, the exchange shall be made through a national or commercial bank unless otherwise approved by Norad.
- 8.2 If exchange rate fluctuations decrease the value of the Grant to such an extent that this will have consequences for the implementation of the Project, the Grant Recipient shall inform Norad as soon as possible.
- 8.3 If exchange rate fluctuations increase the value of the Grant, the gain shall be treated as disbursed Grant funds and used for Project purposes. Net surplus from conversion into foreign currency shall be subtracted from future disbursements or repaid as unused funds at the end of the Support Period, unless otherwise agreed between the Parties.

9 EQUIPMENT, CONSUMABLES AND INTELLECTUAL PROPERTY RIGHTS

- 9.1 The right of ownership to equipment, consumables and intellectual property rights procured or developed by use of the Grant shall vest in the Grant Recipient or its cooperating partner, unless otherwise stated in the Application. All matters associated with such equipment, consumables and intellectual property rights are the exclusive responsibility of the Grant Recipient. However, significant use of such equipment, consumables and intellectual property rights for purposes outside the Project shall be subject to the Norad's prior approval, as outlined in Article 12 of the General Conditions.

¹ A double-entry bookkeeping a system is system of bookkeeping where every entry to an account requires a corresponding and opposite entry to a different account.

² Bank reconciliation is a process of verifying whether the sum found in the bank statements at the end of the period correspond with transactions recorded in the accounting system. This is usually done in conjunction with closure of the accounting records.

³ Cash reconciliation is a process of verifying whether the cash at hand at the end of the period corresponds with the amount of cash in the beginning of the period and the registrations of withdrawals and deposits in the period. This is usually done in conjunction with closure of the accounting records.

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- 9.2 Norad shall have a non-exclusive and royalty-free license to use all intellectual property rights procured or developed by the use of the Grant. Norad may assign this right to any individual or organisation at its own discretion.
- 9.3 Transfer of ownership of such equipment, consumables or intellectual property rights during the Support Period shall be made at market terms. Ownership may not be transferred to an employee of the Grant Recipient or its cooperating partner, or to anyone related or connected to an employee, if such relation could lead to a conflict of interest as described in article 16 of the General Conditions.
- 9.4 Before a transfer is decided, the Grant Recipient shall assess whether it may have an impact on the Project and, where appropriate, consult with Norad. Any income from a transfer shall accrue to the Project, and shall be reported in the financial statement of the Project.
- 9.5 The Grant Recipient shall prepare a record of transfer of ownership for any equipment, consumables and intellectual property rights. The record shall comprise information about the object of transfer, the original purchase price paid by the Grant Recipient, price offers received, the final sales price and the name of the purchaser. The record shall be submitted to Norad along with the first progress report due after the sale.
- 9.6 If the activities of the Project do not continue after the end of the Support Period or after termination of the Agreement, the Grant Recipient shall inform Norad about the remaining equipment and goods that have been purchased by use of the Grant. The Norad may require that such assets be sold. Such sale shall be completed in accordance with the procedures described above. Income from the sale shall be repaid to Norad unless otherwise agreed by the Parties.

10 REAL PROPERTY

- 10.1 The Grant may not be used to purchase or construct real property (land or buildings) unless explicitly approved by Norad.
- 10.2 If Norad has approved a purchase or construction of real property, the Grant Recipient and Norad shall agree on the details concerning the ownership and the status of the real property after the end of the Support Period and/or the end of the Project. The agreement may be formalised in the Specific Conditions or in a separate agreement document.
- 10.3 Norad may in such an agreement require i.a. that the real property shall be sold after the end of the Support Period and that the proceeds from the sale shall be repaid to Norad. Norad may also reserve the right to establish security interests in any real property purchased by use of the Grant.

11 TRANSFER OF THE GRANT TO A COOPERATING PARTNER

- 11.1 Transfer of all or part of the Grant including assets to a cooperating partner shall be documented through a written agreement. The agreement shall specify that the cooperating partner is required to comply with the provisions of this Agreement and to cooperate with the Grant Recipient to ensure that the Grant Recipient is able to fulfil its obligations hereunder.
- 11.2 The agreement between the Grant Recipient and the cooperating partner shall have provisions related to i.a. reporting, audit, procurement and measures to prevent financial irregularities. Furthermore, the agreement shall explicitly state that:

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- a) both the Grant Recipient, Norad and the Norwegian Auditor General shall have the same access to undertake the control measures related to the cooperating partner's use of the Grant as described in article 6 of the General Conditions,
 - b) the Grant Recipient shall be entitled to claim repayment of the Grant from the cooperating partner in the same instances and to the same extent that Norad is entitled to claim repayment from the Grant Recipient, and the cooperating partner shall accept that Norad has the right to claim repayment directly from the cooperating partner to the same extent as the Grant Recipient,
 - c) the cooperating partner shall accept the choice of law and settlement of disputes provisions in article 24 of the General Conditions in relation to any disputes arising between the cooperating partner and Norad.
- 11.3 The Grant Recipient shall assure itself that the cooperating partner has the necessary competence and internal procedures to meet the requirements of the Agreement and shall follow-up the cooperating partner's compliance with the Agreement throughout the Support Period.
- 11.4 The Grant may not be transferred to a cooperating partner who has previously been charged or sentenced for any criminal activity unless explicitly approved by Norad.
- 11.5 The Grant Recipient shall remain fully responsible towards Norad for any part of the Grant, including assets, that has been transferred to a cooperating partner.

12 CHANGES TO THE PROJECT OR THE GRANT RECIPIENT

- 12.1 Any significant deviations from or changes to the Application or approved implementation plans or budgets are subject to Norad's prior, written approval. The same applies to significant changes to, or circumstances materially affecting, the Grant Recipient's organisation.
- 12.2 The following deviations/changes shall always be subject to Norad's prior written approval:
- a) any changes to the Project's sources of income,
 - b) any changes to the results framework or scope of the Project,
 - c) changes to the implementation plan which implies a delay of more than three months of any activity,
 - d) changes to the Project's budget that imply reallocation of more than 10% of a budget line.
- 12.3 Norad may suspend disbursements of the Grant until such changes have been approved.

13 EXTENSION OF THE SUPPORT PERIOD

- 13.1 The Support Period of the Project is set out in the Specific Conditions. The Grant Recipient must, without delay, inform Norad of any circumstances likely to hamper or delay the implementation of the Project.
- 13.2 The Grant Recipient may request an extension of the Support Period if this is necessary to complete all planned activities. The request must state the reasons for the delay and supporting documentation must be enclosed. Norad shall approve or decline the request in writing.

14 TRANSPARENCY

- 14.1 The Grant Recipient shall publish the following in a dedicated and easily accessible place of its internet site:

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- a) a copy of this Agreement;
- b) the title and value of any contracts, cooperation agreements and/or other sub-agreements of more than NOK 500 000 (or the equivalent in local currency) which are to be financed by the Grant;
- c) the names and nationalities of the respective agreement parties and, if relevant, any further sub-grantees or contractors in receipt of Project funds;

Any deviations from this article 14 shall be agreed by the Parties in writing, i.a. in the Specific Conditions.

14.2 Publication shall take place as soon as possible, and at the latest within six months after the contracts, cooperation agreements and/or other sub-agreements were entered into

14.3 The Grant Recipient shall make other project documentation, including the Application and all agreed reports, available to anyone upon request. Requests for disclosure may be denied if such disclosure is prohibited by confidentiality obligations and/or if it may be detrimental to the Grant Recipient's legitimate interests.

15 FINANCIAL IRREGULARITIES

15.1 The Grant Recipient is required to practise zero tolerance against corruption and other financial irregularities within and related to the Project. The zero tolerance policy applies to all staff members, consultants and other non-staff personnel and to cooperating partners and beneficiaries of the Grant.

15.2 Financial irregularities refers to all kinds of:

- a) corruption, including bribery, nepotism and illegal gratuities;
- b) misappropriation of cash, inventory and all other kinds of assets;
- c) financial and non-financial fraudulent statements;
- d) all other use of Project funds which is not in accordance with the implementation plan and budget.

15.3 In order to fulfil the zero tolerance requirement, the Grant Recipient shall:

- a) organise its operations and internal control systems in a way that financial irregularities are prevented and detected;
- b) do its utmost to prevent and stop financial irregularities within and related to the Project;
- c) require that all staff involved in, and any consultants, suppliers and contractors financed under the Project refrain from financial irregularities.

15.4 The Grant Recipient shall inform Norad immediately of any indication of financial irregularities in or related to the Project. The Grant Recipient shall provide Norad with an account of all the known facts and an assessment of how the matter should be followed up, including whether criminal prosecution or other sanctions are considered appropriate.

15.5 The matter will be handled by Norad in accordance with Norad's guidelines for handling suspicion of financial irregularities. The Grant Recipient shall cooperate fully with Norad's investigation and follow-up. If requested by Norad, the Grant Recipient shall initiate prosecution and/or apply other sanctions against persons or entities suspected of financial irregularities.

15.6 Norad may claim repayment of all or parts of the Grant in accordance with article 17 of the General Conditions if it finds that any financial irregularities have taken place in or related to the

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Project. The repayment claim may also include any interest, investment income or any other financial gain obtained as a result of the financial irregularity.

16 CONFLICT OF INTEREST

- 16.1 The Grant Recipient shall take all necessary precautions to avoid any conflicts of interest in all matters related to the Project.
- 16.2 Conflict of interest refers to any situation where the impartial and objective exercise of the functions of anyone acting on behalf of the Grant Recipient is, or may be, compromised for reasons involving family, personal life, political or national affinity, economic interest or any other connection or shared interest with another person.
- 16.3 If a conflict of interest occur, the Grant Recipient shall, without delay, take all necessary measures to resolve the conflict, e.g. by replacing the person in question or by obtaining independent verification of the terms of the proposed decision or transaction.
- 16.4 If the conflict of interest cannot be resolved and/or if it relates to a decision or transaction of special significance to the Project, the decision or transaction may not be concluded without the prior, written approval of Norad.

17 BREACH OF THE AGREEMENT

- 17.1 If the Grant Recipient fails to fulfil its obligations under this Agreement and/or if there is suspicion of financial irregularities, Norad may suspend disbursement of all or part of the Grant.
- 17.2 In the event of material breach of the Agreement, Norad may terminate the Agreement with immediate effect, and/or claim repayment of all or parts of the Grant.
- 17.3 Material breach of the Agreement shall include, without limitation, the following situations:
- a) all or part of the Grant has not been used in accordance with the Agreement and/or approved implementation plans and budget,
 - b) the Grant Recipient has made false or incomplete statements to obtain the Grant,
 - c) the use of the Grant has not been satisfactorily accounted for,
 - d) the Grant Recipient has, after having been granted an extended deadline, failed to provide the agreed reports, or has knowingly provided reports that do not reflect reality,
 - e) financial irregularities, grave professional misconduct or illegal activity of any form have taken place within the Grant Recipient or its cooperating partners,
 - f) the Grant Recipient has failed to inform Norad of indication of financial irregularities within the Project in accordance with article 15 of the General Conditions,
 - g) the Grant Recipient has changed legal personality without prior notification to Norad,
 - h) the Grant Recipient is bankrupt, being wound up or is having its affairs administered by the courts, or is subject to any analogous or corresponding procedure provided for under national legislation.
- 17.4 The Grant Recipient shall inform Norad immediately of any circumstances that may indicate or lead to a breach of Agreement, and shall provide Norad with any information or documentation it may reasonably require in order to determine if a breach of the Agreement has occurred.
- 17.5 Norad may also suspend disbursements or terminate the Agreement with immediate effect if a material breach of another agreement between Norad and the Grant Recipient has been established.

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18 TERMINATION OF THE AGREEMENT

- 18.1 Each of the Parties may terminate the Agreement upon a written notice.
- 18.2 The Support Period shall end three months after the date of the notice of termination. During these three months, the Grant Recipient may only use the Grant to cover commitments that have been established before the date of the notice of termination.
- 18.3 If the Project cannot continue without the Grant, the Grant Recipient shall use these three months to discontinue or scale down the Project promptly and in an orderly and financially sound manner. Any funds that remain unused at the end of the Support Period shall be repaid to Norad.
- 18.4 The Grant Recipient shall submit a final report to Norad within three months of the end of the Support Period. The final report shall meet the requirements set out in article 4 of the General Conditions and shall also include a financial report and audit report covering the period from the previous financial report until the end of the Support Period.
- 18.5 The Agreement will be considered terminated when the final report has been approved by Norad and any remaining funds have been repaid.

19 WAIVER AND IMMUNITIES

- 19.1 Nothing in the Agreement or any document related to the Agreement shall imply a waiver, express or implied, by Norad, the Government of Norway or any of its officials of any privileges or immunity enjoyed by them or their acceptance of the jurisdiction of the courts of any country over disputes arising thereof. This article 19 will not prevent arbitration or court proceedings in the legal venue of the Grant Recipient pursuant to article 24 of the General Conditions.

20 LIABILITY

- 20.1 Norad shall not under any circumstances or for any reason be held liable for damage, injury or loss of income sustained by the Grant Recipient or its staff or property as a direct or indirect consequence of the Project. Norad will not accept any claim for compensation or increases in payment in connection with such damage, injury or loss of income.
- 20.2 The Grant Recipient shall assume sole liability towards third parties, including liability for damage, injury or loss of income of any kind sustained by them as a direct or indirect consequence of the Project. The Grant Recipient shall indemnify Norad against any claim or action from the Grant Recipient's employees or third parties in relation to the Project.

21 ASSIGNMENT

- 21.1 The Agreement and/or the Grant may not be assigned to a third party without the prior written consent of Norad. This shall not, however, prevent transfer of parts of the Grant to a cooperating partner in accordance with article 11 of the General Conditions.

22 RECOGNITION AND PUBLICATION

- 22.1 The Grant Recipient shall acknowledge Norad's support to the Project in all publications and other materials issued in relation to the Project. Norad's logotype will be provided by Norad upon request. All use of Norad's logotype must be approved by Norad.

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23 ENTRY INTO FORCE, DURATION AND AMENDMENT

- 23.1 The Agreement shall enter into force at the date of the last signature and shall remain in force until all obligations arising from it have been fulfilled, or until it is terminated in accordance with the provisions of the General Conditions. Whether the obligations of the Agreement shall be considered fulfilled, will be determined through consultations between the Parties and confirmed by Norad in a completion letter.
- 23.2 The Agreement may be amended. Any such amendment must be agreed upon in writing between the Parties and shall become an integral part of the Agreement.
- 23.3 Termination or expiry of the Agreement shall not release the Parties from any liability arising from any act or omission that has taken place prior to such termination or expiry.

24 CHOICE OF LAW AND SETTLEMENT OF DISPUTES

- 24.1 The Agreement shall be governed and construed in accordance with Norwegian law.
- 24.2 If any dispute arises relating to the implementation or interpretation of the Agreement, the Parties shall seek to reach an amicable solution.
- 24.3 Any dispute arising out of or in connection with the Agreement that cannot be solved amicably, shall exclusively be settled before the Norwegian courts of law with Oslo District Court as legal venue.
- 24.4 The Grant Recipient accepts that Norad can, at its own sole discretion and as an alternative to the legal venue mentioned above, choose to settle the dispute by
- a) the courts in the legal venue of the Grant Recipient, or
 - b) arbitration in accordance with the Arbitration Rules of the Arbitration Institute of the Stockholm Chamber of Commerce. The arbitral tribunal shall be composed of three arbitrators. If the disputed amount is below an amount corresponding to NOK 10 000 000 the arbitral tribunal shall, however, be composed of a sole arbitrator. The seat of arbitration shall be Stockholm, Sweden, and the language to be used in the arbitral proceedings shall be English. The Parties agree that neither the arbitral proceedings nor the award shall be subject to any confidentiality.
- 24.5 The Parties agree that no other courts of law, than as set out in this article 24, shall have jurisdiction over disputes arising out of or in connection with this Agreement.

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PART III: PROCUREMENT IN THE CONTEXT OF PROJECTS FINANCED BY THE NORWEGIAN AGENCY FOR DEVELOPMENT COOPERATION

1 INTRODUCTION

- 1.1 This Part III sets out procurement rules and principles which shall be applied by the Grant Recipient when procuring goods, services or works to Projects financed by the Agency for Development Cooperation (Norad). Stricter rules may supplement the compulsory minimum rules set forth in this Part III.
- 1.2 Norad may carry out ex post checks on the Grant Recipient's compliance with the rules set forth in this Part III.
- 1.3 Failure to comply with the rules set forth in this Part III shall render the Project expenditure ineligible for Norad funding and may lead to withholding funds or claim for repayment in accordance with article 17 of the General Conditions (Part II) of this Agreement.
- 1.4 Contracts shall not be split artificially to circumvent the procurement thresholds. All monetary amounts referred to in this Part III are amounts excluding value-added tax (VAT).
- 1.5 The procurement provisions shall also apply to any procurements to be carried out by the Grant Recipient's cooperation partners or others. The Grant Recipient shall be responsible for compliance as per article 11 of the General Conditions (Part II) of this Agreement regardless of whether the procurement is carried out by the Grant Recipient itself or its cooperation partners or others.
- 1.6 Sections 1 to 4 set out rules, which shall apply to all contracts. Sections 5 to 6 contain specific rules for service, supply and works contracts. Section 7 lists the situations where a negotiated procedure without prior publication is permitted.

2 BASIC PRINCIPLES

- 2.1 If a Project requires procurement by the Grant Recipient, the contract must be awarded following a tender procedure to the most economically advantageous tender (i.e. to the tenderer obtaining the best score based on price and quality), or, as appropriate, to the tenderer offering the lowest price. In doing so, the Grant Recipient shall avoid any conflict of interests and respect the following basic principles:

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- a) **Competition:** The procedures applied and the award of contracts shall be based on fair competition.
- b) **Equal treatment and non-discrimination:** Participation in tender procedures shall be open on equal terms to all natural and legal persons. During the entire procurement and the award of contracts, the Grant Recipient shall not discriminate against candidates/tenderers or groups of candidates/tenderers.
- c) **Transparency and ex-ante publicity:** As a general rule, tender procedures shall be based on prior publication. Where the Grant Recipient does not launch an open tender procedure, it shall justify the choice of tenderers that are invited to submit an offer.
- d) **Objective criteria:** The Grant Recipient shall evaluate the offers received against objective criteria, which enable the Grant Recipient to measure the quality of the offers and shall take into account the price (the offer with the lowest price shall be awarded the highest score for the price criterion). The criteria shall be set out beforehand and shall be relevant to the contract in question.
- e) **Notoriety:** The Grant Recipient shall keep sufficient and appropriate records and documentation with regard to the procedure, its evaluation and award.

3 ELIGIBLE TENDERERS

3.1 Tenderers must provide information on their legal form and ownership structure.

3.2 Tenderers shall be excluded from participation in a procurement procedure if:

- a) they are bankrupt or being wound up, are having their affairs administered by the courts, have entered into an arrangement with creditors, have suspended business activities, are subject of proceedings concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations. However, tenderers in this situation may be eligible to participate insofar as the Grant Recipient is able to purchase supplies on particularly advantageous terms from either a supplier which is definitively winding up its business activities, or the receivers or liquidators of a bankruptcy, through an arrangement with creditors, or through a similar procedure under national law;
- b) they or persons having powers of representation, decision-making or control over them have been convicted of an offence concerning their professional conduct by a final judgment;
- c) they have been guilty of grave professional misconduct; proven by any means which the Grant Recipient can justify;
- d) they have not fulfilled obligations relating to the payment of social security contributions or taxes in accordance with the legal provisions of the country in which they are established, or with those of the country of the Grant Recipient or those of the country where the contract is to be performed;

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- e) they or persons having powers of representation, decision-making or control over them have been convicted for fraud, corruption, involvement in a criminal organisation or money laundering by a final judgment;
 - f) they make use of child labour or forced labour and/or practise discrimination, and/or do not respect the right to freedom of association and the right to organise and engage in collective bargaining pursuant to the core conventions of the International Labour Organization (ILO).
- 3.3 Tenderers shall confirm in writing that they are not in any of the situations listed above. Even if such confirmation is given by a tenderer, the Grant Recipient shall investigate any of the situations listed above if it has reasonable grounds to doubt the contents of such confirmation.
- 3.4 Contracts shall not be awarded to tenderers which, during the procurement procedure:
- a) are subject to a conflict of interests;
 - b) are guilty of misrepresentation in supplying the information required by the Grant Recipient as a condition of participation in the tender procedure, or fail to supply this information.

4 GENERAL PROCUREMENT RULES

- 4.1 The tender documents shall be drafted in accordance with best international practice. The Grant Recipient may voluntarily use the models published in the Practical Guide on the EuropeAid (EU) website.
- 4.2 The Grant Recipient shall take into account universal design and the potential environmental impact of any planned procurements.
- 4.3 All invitations to submit tenders shall state that offers will be rejected if any illegal or corrupt practises have taken place in connection with the award. All contracts concluded under the Project shall state that the Grant Recipient may terminate the contract if it finds that illegal or corrupt practises have taken place in connection with the contract award or execution.
- 4.4 The time-limits for receipt of tenders and requests to participate must be sufficient to allow interested parties a reasonable and appropriate period to prepare and submit their tenders.
- 4.5 An evaluation committee must be set up to evaluate applications and/or tenders of a value of NOK 500 000 or more on the basis of the exclusion, selection and award criteria. This committee must have an odd number of members, at least three, with all the technical and administrative capacities necessary to give an informed opinion on the tenders.

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4.6 For contracts with a value exceeding NOK 100 000, the Grant Recipient shall compile a written record with documentation of all assessments and decisions during all steps of the procurement process from the planning stage until the signing of the contract. Upon request by Norad, the Grant Recipient shall deliver its written record to Norad and grant Norad access to all relevant information and documentation related to the procurement procedure and practices applied.

5 AWARD OF CONTRACTS

5.1 Contracts with a value of less than NOK 500 000 may be awarded by using any procurement procedure established by the Grant Recipient, while respecting the rules and principles laid down in Sections 1 to 4 of this Part III.

5.2 Contracts with a value exceeding NOK 500 000 shall be awarded by means of one of the following procurement procedures:

- a) **Open tender procedure:** In open procedures, any interested tenderer may submit a tender in response to a call for competition. The tender shall be accompanied by the information for qualitative selection as requested by the Grant Recipient.
- b) **Restricted procedure:** In restricted procedures, any tenderer may submit a request to participate in response to a call for competition by providing the information for qualitative selection as requested by the Grant Recipient. Only those tenderers invited to do so by the Grant Recipient following its assessment of the information provided may submit a tender. The Grant Recipient may limit the number of suitable candidates to be invited to participate in the procedure.
- c) **Competitive procedure with negotiation:** In competitive procedures with negotiation, any tenderer may submit a request to participate or a tender in response to a call for competition by providing the information for qualitative selection as requested by the Grant Recipient. Tenderers may submit an initial tender, which shall be the basis for subsequent negotiations. The minimum requirements and the award criteria shall not be subject to negotiations.

5.3 Where the Grant Recipient does not launch an open tender procedure, it shall justify and document in writing the choice of tenderers that are invited to submit an offer.

5.4 Deviations from the procedures listed in Section 5.2 are limited to the situations listed in Section 7 of this Part III.

6 PUBLICATION OF PROCUREMENT NOTICE

6.1 The following shall apply with respect to publication of the procurement notice:¹

¹ Definitions of different types of contracts and procedures can be found in Directive 2014/24/EU.

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- a) **Service and supply contracts from NOK 500 000 to less than NOK 2 500 000 and works contracts from NOK 500 000 to less than NOK 40 000 000**

The prior procurement notice shall be published in all appropriate media, at least in the country in which the Project will be carried out as well as on the Grant Recipient's website.

- b) **Service and supply contracts with a value of NOK 2 500 000 and above and works contracts with a value of NOK 40 000 000 and above**

The prior procurement notice shall be published in all appropriate media, in particular on the Grant Recipient's website, in the international press and the national press of the country in which the Project will be carried out, and in any other relevant specialist periodicals.

7 USE OF NEGOTIATED PROCEDURE WITHOUT PRIOR PUBLICATION

7.1 The Grant Recipient may use a negotiated procedure without prior publication in the following cases:

- a) if any of the circumstances set out in Article 32 of Directive 2014/24/EU are present;
- b) for purposes of humanitarian aid and civil protection operations or for crisis management aid in a crisis that has been formally recognised by and for the time period declared by Norad;
- c) where the services are entrusted to public-sector or non-profit bodies and relate to activities of an institutional nature or are designed to provide assistance to people in the social field;
- d) for contracts declared to be secret, or whose performance must be accompanied by special security measures, or when the protection of the essential interests of the Norad so requires.

Annex A Total budget in Norwegian kroner

Exchange rate assumed NOK:GBP	10,4595				
	2017	2018	2019	2020	Total
Grants to partners	2 622 196	3 147 788	3 399 331	2 669 782	11 839 097
Integrity Action salary costs	319 015	288 682	213 374	285 021	1 106 092
Monitoring, evaluation and Learning	275 085	110 871	85 768	295 481	767 204
Tailoring and improving methodology and tools	356 669	119 238	83 676	164 214	723 797
Travel and events	209 190	122 376	-	360 853	692 419
Audit costs and bank charges	43 930	43 930	49 683	46 022	183 564
Subtotal	3 826 084	3 832 885	3 831 831	3 821 373	15 312 174
Contribution to overheads	240 956	241 065	241 285	240 187	963 492
Total project costs	4 067 040	4 073 950	4 073 116	4 061 560	16 275 666
Less IA contribution	- 383 864	- 389 093	- 384 910	- 397 800	- 1 555 667
NORAD contribution	3 683 176	3 684 857	3 688 207	3 663 759	14 720 000

Grants to partners by year

2017/18	Nepal	Kenya	DRC	Palestine	Afghanistan	TOTALS
Personnel	182 413,68	139 874,89	165 950,43	188 271,00	202 956,14	879 466,1385
Awareness raising, sensitisation and engagement	12 844,27	65 696,12	31 870,10	47 067,75	32 215,26	189 693,492
Training & Capacity Building	60 790,61	39 285,88	143 295,15	97 273,35	23 188,71	363 833,7075
Integrity Clubs expenses and monitoring	102 503,10	94 135,50	70 423,81	67 986,75	49 682,63	384 731,7885
Advocacy & policy engagement	37 905,23	78 446,25	22 958,60	36 608,25	15 668,33	191 586,6615
Technical Assistance and professional fees	27 362,05	36 608,25	17 352,31	26 117,37	57 987,47	165 427,452
other	61 334,51	15 689,25	17 352,31	24 056,85	90 642,03	209 074,9455
SUBTOTAL	485 153,448	469 736,145	469 202,7105	487 381,3215	472 340,5605	2 383 814,186
overheads	485 153,448	469 736,145	469 202,7105	487 381,3215	472 340,5605	2 383 814,186
TOTAL	533 668,7928	516 709,7595	516 122,9816	536 119,4537	519 574,6166	2 622 196

2018/19	Nepal	Kenya	DRC	Palestine	Afghanistan	TOTALS
Personnel	198 730,5	203 960,25	1 778 111,5	2 196 49,5	2 301 09	10 302 60,75
Awareness raising, sensitisation and engagement	7321,65	31 378,5	15 689,25	26 148,75	31 378,5	111 916,65
Training & Capacity Building	61 930,6995	47 067,75	156 892,5	78 446,25	36 608,25	380 945,4495
Integrity Clubs expenses and monitoring	11 504,5	12 551,4	88 905,75	8 367,6	52 297,5	465 447,75
Advocacy & policy engagement	104 479,9455	99 365,25	104 595	885 39,6675	94 135,5	491 115,363
Technical Assistance and professional fees	27 362,052	41 838	15 689,25	53 343,45	36 608,25	174 841,002
other	57 527,25	20 919	13 597,35	26 148,75	88 905,75	207 098,1
SUBTOTAL	572 406,597	570 042,75	5 731 80,6	5 759 52,3675	5 700 42,75	28 616 25,065
overheads	572 406,597	570 042,75	5 731 80,6	5 759 52,3675	5 700 42,75	28 616 25,065
TOTAL	629 647,2567	627 047,025	630 498,66	633 547,6043	627 047,025	3 147 788

2019/20	Nepal	Kenya	DRC	Palestine	Afghanistan	TOTALS
Personnel	220 737,288	230 109	1 987 30,5	2 301 09	2 614 87,5	11 411 73,288
Awareness raising, sensitisation and engagement	8367,6	31 378,5	15 689,25	26 148,75	31 378,5	112 916,65
Training & Capacity Building	88 905,75	78 446,25	135 973,5	88 905,75	52 297,5	444 528,75
Integrity Clubs expenses and monitoring	12 551,4	13 597,35	146 433	88 905,75	62 757	559 583,25
Advocacy & policy engagement	78 446,25	94 135,5	78 446,25	73 216,5	78 446,25	402 690,75
Technical Assistance and professional fees	26 148,75	41 838	29 809,575	52 297,5	31 378,5	181 472,325
other	70 078,65	20 919	15 689,25	47 067,75	94 135,5	247 890,15
SUBTOTAL	618 198,288	632 799,75	6 207 71,325	6 066 51	6 118 80,75	30 903 01,113
overheads	618 198,288	632 799,75	6 207 71,325	6 066 51	6 118 80,75	30 903 01,113
TOTAL	680 018,1168	696 079,725	682 848,4575	667 316,1	673 068,825	33 993 31

2020/21	Nepal	Kenya	DRC	Palestine	Afghanistan	TOTAL
Personnel	120 284,25	130 743,75	1 098 24,75	1 307 43,75	1 464 33	6 380 29,5
Awareness raising, sensitisation and engagement	15 689,25	26 148,75	20 919	26 148,75	26 148,75	109 824,75
Training & Capacity Building	11 504,5	11 504,5	104 595	83 676	73 216,5	491 596,5
Integrity Clubs expenses and monitoring	41 838	36 608,25	334 70,4	36 608,25	31 849,1775	1 803 74,0775
Advocacy & policy engagement	12 551,4	12 551,4	146 433	146 433	11 504,5	65 894,8,5
Technical Assistance and professional fees	31 378,5	31 378,5	52 297,5	31 378,5	52 297,5	198 730,5
other	36 608,25	20 919	17 781,15	36 608,25	37 654,2	149 570,85
SUBTOTAL	486 366,75	486 366,75	4 853 20,8	4 863 66,75	4 826 53,6275	24 270 74,678
overheads	486 366,75	486 366,75	4 853 20,8	4 863 66,75	4 826 53,6275	24 270 74,678
TOTAL	535 003,425	535 003,425	533 852,88	535 003,425	530 918,9903	26 697 82

Annex B Results framework

Results	Indicators	Baseline	Targets				Data Sources	Frequency of Reporting	Responsibility	Notes	
Students' attitude and behaviour about integrity is improved	Increase in the Fixi Score	Impact Level baseline will be taken at the beginning of the course				15% increase on baseline results		FixiScore results	yearly	partners	
Students are able to influence the provision of educational services	Increase in the Fixi Rate	50 %	55 %				DevCheck	real time	monitors		
Outcome 1			Y1	Y2	Y3	Y4	Partner reports; PoA's available and signed off Partners assessment form	Annually	IA, partners		
10 enabled and capable CSOs in DR Congo, Afghanistan, OT Palestine, Nepal and Kenya are leading on embedding education sector anti-corruption and transparency measures directly benefiting 10,500 youth (Youth Monitors)	# of CSO sub-grantees with skills and capabilities to proactively develop plans and implement new (other than state prescribed minimum) measures	7 selected local partners have skills and capacities to develop plans 7 partners have understanding of state prescribed minimum measures 4 partners engaged in proactively building new measures	7 CSOs	3 additional CSOs	ongoing	ongoing					
<i>NOTE: The above number is the number of youth monitors participating to the project. The number of total beneficiaries will be higher but at this stage, since we have not selected the schools yet, we cannot predict the exact number.</i>	# of CSO subgrantees with 4 year plans of action (PoA) to combat corruption and lead on implementation of transparency measures	No PoAs in place	7	10	10	10					
<i>NOTE 2: We will measure it with the partners assessment form + counting the instances in which CSOs have been proactively developing plans and implementing new measures - see new indicator)</i>	# of secondary school boys and girls (ages 14 to 19) benefiting, of which 50% are girls 15% of youth are from groups at risk of exclusion 40% Integrity Clubs leadership going to girls Note: All annual targets are cumulative, as we will continue to work with students targeted in Y1 cumulating over the years.	Achieved to date: Afghanistan: 90 clubs; 900 students DR Congo: 106 clubs; 1,799 students Nepal: 51 clubs; 683 students Palestine: 137 schools; 4,340 students	1 500	3 750	6 750	10,500 total				Assuming an average of 15 members per integrity clubs	
Outputs			Y1	Y2	Y3	Y4					
10 CSO sub-grantee partners selected, assessed and join the project	# of CSO sub-grantees contracts signed and active	0	7	10	10	10	Contracts; IA management accounts	Annually	IA		
CSO sub-grantee partners' capacity assessed; individualised and results/impact plans targeting corruption and transparency in education developed; and plans implemented over 4y (plans are to include Tipping Point Strategy operationalisation)	# of CSO assessment plans (PACT) PoA annual reports Annual assessment of CSOs' PoA's impact (PACT) Tipping Point priority districts agreed and targeted	0 0 0 0	7 7 7 5	10 10 10 ongoing	10 10 10 ongoing	10 10 10 ongoing	IA reports, partners reports, MoU documents	Annually	IA, partners		
CSO sub-grantee partners' capacity improves over time	# of CSO-Secondary school MoU's signed Increase in the PACT (partner assessment of capacity tool)	0 First assessment to be taken after signing the agreement	100	150	200	250	PACT (partners assessment of capacity tool) results	every 6 months	IA		
Country level CSO sub-grantee partners peer networks established and regularly run	# of meetings held # of joint PoAs	0 0	2 2	2 5	2 5	2 5	Partners reports	6 monthly	partners		
All CSO sub-grantees network operational and annual workshop meetings held	# of annual network meetings # of virtual meetings	0 The Integrity Clubs network was established in February 2016 and meets quarterly on Skype while a Facebook Group is active daily	1 3	1 3	1 3	1 3	Network meeting agendas, minutes and reports	Annually	IA, partners		
Country level CSO workshops held to encourage wider CSOs community to engage in anti-corruption and transparency measures	# of country level workshops held # of additional CSOs participating in workshops in each country # of additional CSOs contributing to the project outcomes in each country	0 0 0	5 5 2	0	5 9 5	0	Network meeting agendas, minutes and reports	6 monthly	partners		
CSO partners training manuals developed and regularly revised	# modules developed on new topics for training CSO partners Assessed and improved quality materials/training	Standard IA training package e.g.: Negotiations; Giving and receiving feedback (internal and external); Advocacy; GESI; Conflict Management	3	2	1	ongoing	Training materials, Reports	Annually	IA		

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CSO sub-grantee partners trained	# of CSO sub-grantee partners trained	CSO's who have already worked with IA have had current training package delivered New CSO partners haven't been trained No partners trained on new tools and additional topics (such as gender and inclusion for example)	7	3	0	0	Training agendas, minutes and reports	Annually	IA	
CSO sub-grantee partners follow up trainings implemented	# of implemented follow-up trainings for CSO sub-grantees	0	0	7	10	10	Training agendas, minutes and reports	Annually	IA	
DevelopmentCheck education services outcomes tools upgraded and maintained	Developed tools upgraded Annual maintenance performed	Education services monitoring app in place and used in Nepal, Afghanistan and Palestine	1	1	1	1	Software development reports	Annually	IA	
Fixi scores methodology for tracking anti-corruption and integrity education outcomes amongst secondary school children developed; tools in place; and assessment implemented annually in all project participating schools	Fixi scores methodology and tools developed# of assessments imple	No such methodology or tools availableNo assessments conduc	100 assessments 5 country reports	150 assessments 5 country reports	200 assessments 5 country reports	250 assessments 5 country reports	Partners reports	Annually	IA and partners	
Education projects monitored and captured in DevelopmentCheck	# of monitored projects # of schools where education services are monitored	No of monitored schools 2016: Afghanistan: 90 DRC: 96 Kenya: 0 Nepal: 14 Palestine: 11	100 schools monitored + 100 voluntary projects/services monitored (e.g., each IC monitors their own school+1 additional project/service if found in community)	225 schools monitored + 225 voluntary projects/services monitored (each IC monitor their own school+1 additional project/service if found in community)	375 schools monitored + 375 voluntary projects/services monitored (each IC monitor their own school+1 additional project/service if found in community)	550 schools monitored + 550 voluntary projects/services monitored (each IC monitor their own school+1 additional project/service if found in community)	Partner reports; DevelopmentCheck	6 monthly	IA and partners	From Year 2, assuming 5 IC per country not continuing activities (Y2 = 45 active clubs, Y3=75, Y4= 110 active clubs per country). This means 80% clubs continuing after Y1
Outcome 2			Y1	Y2	Y3	Y4				
10,500 engaged and supported 14-19yr-olds youth monitors are active agents of positive change championing anti-corruption and transparency learning and youth monitoring	# of youth active in Integrity Clubs	2016=2,971	1 500	3 750	6 750	10,500 total	CSO partners reports, Fixi score reports	6 monthly	Partners	Assuming an average of 15 members in each Integrity
	At least 50% of Integrity Club members are girls	50% of Integrity Club members are girls.	50%	50%	50%	50%				
	At least 40% of Integrity Club leaders are girls	30% of Integrity Club leaders are girls	30%	35%	40%	40%				
	At least 15% of youth in Integrity Clubs are from groups at risk of ex	To date this has not been measured	15%	15%	15%	15%				
	# Integrity Clubs established and running	2016=108	100	225	375	550				From Year 2, assuming 5 IC per country not continuing activities (Y2 = 45 active clubs, Y3=75, Y4= 110 active clubs per country). This means 80% clubs continuing after Y1
	# of youth reached by Integrity Clubs (130,000 total)	2016=2,971	10 000	20 000	40 000	60 000				
	Fixi Score results show at least 15% impact on reached youth	0	15%	15%	15%	15%				
Outputs			Y1	Y2	Y3	Y4				
Youth monitors training materials developed	# of tools developed and upgraded	Current IA youth monitors training package	3	2	1	ongoing	Project reports; youth monitors post training evaluation	Annually	IA	
Youth monitors trained	# of youth trained	7,311 youth trained (includes TCC monitors) from 2010	1 500	3 750	6 750	10,500 total	Partner reports	6 monthly	Partners	

CSOs actively support youth monitors	# of contacts between CSOs and ICs	0	monthly contacts between CSOs and all ICs	monthly contacts between CSOs and all ICs	monthly contacts between CSOs and all ICs	monthly contacts between CSOs and all ICs	Partner reports	6 monthly	Partners			
Integrity Club meetings held	# of meetings Note: 18 sessions per club (2 sessions per month x 9 months). # of clubs is cumulative.	0	800 (100 clubs x 8 sessions per club) - the 1st year only 4 months left	4050 (225 clubs x 18 sessions per club)	6750 (375 clubs x 18 sessions per club)	9,900 (550 clubs x 18 sessions per club)	Partner reports	6 monthly	Partners	per country not continuing activities (Y2 = 45 active clubs, Y3=75, Y4= 110 active clubs per country). This means 80% clubs continuing after Y1		
Integrity Clubs implement learning sessions with peers	# of sessions implemented # of peers reached % of peers reached are girls % of peers reached come from groups at risk of exclusion	0 0 0 0	2 sessions per IC, around 100 students reached in each IC 50% girls 15% from groups at risk of exclusion	2 sessions per IC, around 100 students reached in each IC 50% girls 15% from groups at risk of exclusion	2 sessions per IC, around 100 students reached in each IC 50% girls 15% from groups at risk of exclusion	2 sessions per IC, around 100 students reached in each IC 50% girls 15% from groups at risk of exclusion	Partner reports, video, photos, social media	6 monthly	Partners			
Outcome 3												
Encouraged secondary schools embed Integrity Clubs to ensure long term sustainability of anti-corruption and transparency efforts in education	# of schools with Clubs integrated as formal extra-curricular activity	No such policies in place	Y1	Y2	Y3	Y4	DevCheck	Annually	IA			
	55% Fix-Rate achieved across all 5 countries	Current Fix-Rate on education projects in targeted countries/districts: NA in Afghanistan 44% in DRC NA in Kenya 60% in Nepal 60% in Palestine Average Fix Rate = 55%	0	160	275	400						
	# of MoUs or other agreements in place between CSO partners and schools	No MoU's in place	0	160	275	400						
Outputs												
Sensitisation of schools	# of trainings delivered to teachers and headteachers # of teachers, headteachers and IC leaders/per school taking part % of teachers and headteachers supporting the initiative	Trainings delivered in 2016: DRC=4; Nepal=10; Afghanistan=3; Palestine=2; Kenya=1 # of teachers, headteachers and IC leaders per school taking part in training varies from country to country % of teachers and headteachers supporting the initiative has not been calculated to date	Y1	Y2	Y3	Y4	Partner reports	6 monthly	Partners			
			10	30	30	40						
			5	5	5	5						
			50%	60%	65%	65%						
Joint Working Groups (JWG) established and committed to finding solutions to identified problems	# of JWGs # of stakeholders/entities represented in JWG # of meetings held	14 JWGs active or established in 2016 4 JWGs in Afghanistan 2 JWGs in DRC 3 JWGs in Kenya 5 JWGs in Nepal 0 JWGs in Palestine	100 at least 4 entities at least 3 per school per year	225 at least 4 entities at least 3 per school per year	375 at least 4 entities at least 3 per school per year	550 at least 4 entities at least 3 per school per year	Partner reports	6 monthly	Partners	From Year 2, assuming 5 IC per country not continuing activities (Y2 = 45 active clubs, Y3=75, Y4= 110 active clubs per country). This means 80% clubs continuing after Y1		

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At least 55% Fix-Rate achieved across 5 countries (in targeted Tipping Point strategy districts)	55% Fix-Rate achieved by partners in Afghanistan 55% Fix-Rate achieved by partners in DRC 55% Fix-Rate achieved by partners in Kenya 55% Fix-Rate achieved by partners in Nepal 55% Fix-Rate achieved by partners in Palestine Overall Fix-Rate = 55%	55% in Afghanistan 49% in DRC 63% in Kenya 41% in Nepal 46% in Palestine Average Fix-Rate = 50%	50 %	50 %	55 %	55 %	DevelopmentCheck	6 monthly	Partners	
Progress against identified problems communicated to communities on a quarterly basis	# of feedback sessions per country# of newspaper articles per country	FOCHI: 64 radio programmes + 1 Le Cor Bulletin distributed IWA: 1 youtube video produced CAHURAST: 6 announcements at 6 local stations, 1 interview, 1 radio programme Youth Initiative: 1 radio programme OAPEW: 1 radio programme TCC: one conference with MoE held in November + 1 short video TCC: conference held in Feb 2017	6 feedback sessions per country 1 national + 4 local newspaper articles per country, 1 social media group per country, 1 radio programme per country, 4 community briefings per country	6 feedback sessions per country 1 national + 4 local newspaper articles per country, 1 social media group per country, 1 radio programme per country, 4 community briefings per country	6 feedback sessions per country 1 national + 4 local newspaper articles per country, 1 social media group per country, 1 radio programme per country, 4 community briefings per country	6 feedback sessions per country 1 national + 4 local newspaper articles per country, 1 social media group per country, 1 radio programme per country, 4 community briefings per country	Partner reports	6 monthly	Partners	
Outcome 4			Y1	Y2	Y3	Y4				
Exemplified success attracts wider support and demand for anti-corruption and transparency measures in education	# of people reached (wider public)	0	25 000	10 000	25 000	10 000	Partner reports	Annually	Partners	
	# of expressions of support. NOTE: We will measure support by counting the instances in which NGOs, Donors and other institutions proactively contact monitors/CSOs/IA to request that monitors monitor their projects. Also, we will count the number of extra	0	10	10	10	10	Partner reports	Annually	Partners	
Outputs			Y1	Y2	Y3	Y4				
National level awareness campaigns implemented targeting general public	# of campaigns implemented # of targeted people (the general public) examples of media coverage of the campaigns	0 0 0	5 25,000 10		5 25,000 10		Campaign plans and reports; media clippings	Biennially	Partners	
Development agencies are working with CSO sub-grantee partners and Integrity Clubs on fighting corruption and increasing transparency measures in education	# of agencies examples of approach being utilised	0 World Vision Nepal and Mercy Corps are working with current partners in Nepal.	3	5	8	10		Annually	Partners	
National transparency and anti-corruption awards held, giving recognition to outstanding work on anti-corruption and transparency in education	# of awards per targeted country media coverage of awards # of participants in awards ceremony	No such awards in place in countries currently	0	5 50 250	0	5 50 250	Partner reports; media reports; ceremonies agenda, participants lists and feedback	Biennially	Partners	

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CSOs actively support youth monitors	# of contacts between CSOs and ICs	0	monthly contacts between CSOs and all ICs	monthly contacts between CSOs and all ICs	monthly contacts between CSOs and all ICs	monthly contacts between CSOs and all ICs	Partner reports	6 monthly	Partners	
Integrity Club meetings held	# of meetings Note: 18 sessions per club (2 sessions per month x 9 months). # of clubs is cumulative.	0	800 (100 clubs x 8 sessions per club) - the 1st year only 4 months left	4050 (225 clubs x 18 sessions per club)	6750 (375 clubs x 18 sessions per club)	9,900 (550 clubs x 18 sessions per club)	Partner reports	6 monthly	Partners	per country not continuing activities (Y2 = 45 active clubs, Y3=75, Y4= 110 active clubs per country). This means 80% clubs continuing after Y1
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Outcome 3										
Encouraged secondary schools embed Integrity Clubs to ensure long term sustainability of anti-corruption and transparency efforts in education	# of schools with Clubs integrated as formal extra-curricular activity	No such policies in place	Y1	Y2	Y3	Y4	DevCheck	Annually	IA	
	55% Fix-Rate achieved across all 5 countries	Current Fix-Rate on education projects in targeted countries/districts: NA in Afghanistan 44% in DRC NA in Kenya 60% in Nepal 60% in Palestine Average Fix Rate = 55%	0	160	275	400				
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Outputs										
Sensitisation of schools	# of trainings delivered to teachers and headteachers # of teachers, headteachers and IC leaders/per school taking part % of teachers and headteachers supporting the initiative	Trainings delivered in 2016: DRC=4; Nepal=10; Afghanistan=3; Palestine=2; Kenya=1 # of teachers, headteachers and IC leaders per school taking part in training varies from country to country % of teachers and headteachers supporting the initiative has not been calculated to date	Y1	Y2	Y3	Y4	Partner reports	6 monthly	Partners	
			10 5 50%	30 5 60%	30 5 65%	40 5 65%				
Joint Working Groups (JWG) established and committed to finding solutions to identified problems	# of JWGs # of stakeholders entities represented in JWG # of meetings held	14 JWGs active or established in 2016 4 JWGs in Afghanistan 2 JWGs in DRC 3 JWGs in Kenya 5 JWGs in Nepal 0 JWGs in Palestine	100 at least 4 entities at least 3 per school per year	225 at least 4 entities at least 3 per school per year	375 at least 4 entities at least 3 per school per year	550 at least 4 entities at least 3 per school per year	Partner reports	6 monthly	Partners	From Year 2, assuming 5 IC per country not continuing activities (Y2 = 45 active clubs, Y3=75, Y4= 110 active clubs per country). This means 80% clubs continuing after Y1

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Outcome 4			Y1	Y2	Y3	Y4				
<i>Exemplified success attracts wider support and demand for anti-corruption and transparency measures in education</i>	# of people reached (wider public)	0	25 000	10 000	25 000	10 000	Partner reports	Annually	Partners	
	# of expressions of support . NOTE: We will measure support by counting the instances in which NGOs, Donors and other insitutions proactively contact monitors/CSOs/IA to request that monitors monitor their projects. Also, we will count the number of extra	0	10	10	10	10	Partner reports	Annually	Partners	
Outputs			Y1	Y2	Y3	Y4				
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National transparency and anti-corruption awards held, giving recognition to outstanding work on anti-corruption and transparency in education	# of awards per targeted country media coverage of awards # of participants in awards ceremony	No such awards in place in countries currently	0	5 50 250	0	5 50 250	Partner reports; media reports; ceremonies agenda, participants lists and feedback	Biennially	Partners	