SELF-CERTIFICATION (DONOR - ENTITIES)

QNB Bank A.Ş. is an entity duly incorporated under the laws of <u>Türkiye, hereby represents and warrants</u> that:

1. None of:
   a) QNB Bank A.Ş.;
   b) the ultimate beneficial owners[1], affiliates or subsidiaries, or employees of QNB Bank A.Ş.__or
   c) any of our joint venture/consortium members, or subcontractors, or contractors/suppliers,

   are listed on the United Nations Security Council Consolidated List[2] or otherwise suspended, debarred, sanctioned or otherwise identified as ineligible by any UN entity, any member of the World Bank Group, or any other international organization.

2. None of the resources contributed to UNDP under this agreement are or will be from the proceeds of crime.

3. QNB Bank A.Ş. is, and will remain, in full compliance with all applicable laws and regulations designed to fight money laundering and terrorism financing in the jurisdictions in which it operates.

4. QNB Bank A.Ş.
   (a) has not omitted any material information relating to the points above;
   (b) acknowledges and agrees that UNDP is considering engaging with [*Counterparty Name*] in full reliance on the representations and warranties contained in this certification; and
   (c) will promptly notify UNDP through established channels if it becomes aware of any circumstances or events that may cause this certification to be inaccurate.

Given under my hand this ______(day)____(month)____(year)______,

Signature_______________

Title__________________

For and on behalf of QNB Bank A.Ş.

QNB Bank A.Ş.
Esentepe Mah. Büyükdere Cad.
Kristal Kule Binası
No:215 Şişli - İstanbul
Büyük Mükellefler V.D. ...38 00 23 834

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[1] *The "ultimate beneficial owner" means each natural person that exercises ultimate effective control over the counterparty. This may include:*
(i) Natural persons who have, directly or indirectly, controlling ownership of the counterparty.
(ii) To the extent that there is doubt under (i), natural persons who exercise control of the counterparty through other means – including through personal connections, family relationships, or contractual associations such as financing of the counterparty.
(iii) Where no natural person is identified under (i) or (ii) above, the natural person who holds the position of senior managing official.

[2] *https://www.un.org/securitycouncil/content/un-sc-consolidated-list*

FINANCING AGREEMENT BETWEEN
THE UNITED NATIONS DEVELOPMENT PROGRAMME ("UNDP")
AND QNB BANK A.Ş. ("THE DONOR" or "QNB")

WHEREAS the Donor hereby agrees to contribute funds to UNDP on a cost-sharing basis (hereinafter referred to as "the Contribution") to UNDP for the implementation of "To Life with Water" (hereinafter referred to as "the Project"), as described in the Project document "To Life with Water", in Republic of Türkiye, and submitted to the Donor for information. Add the Donor's reference, if any.

WHEREAS UNDP is prepared to receive and administer the contribution for the implementation of the programme/project as described in the Initiation Plan (Annex-1),

WHEREAS the Government of Republic of Türkiye has been duly informed of the contribution of the Donor to the programme/project,

WHEREAS UNDP shall designate an Implementing Partner for the implementation of the programme/project (hereinafter referred to as "Habitat Association"),

NOW THEREFORE, UNDP and the Donor hereby agree as follows:

Article I. The Contribution

1. (a) The Donor shall, in accordance with the schedule of payments set out below, contribute to UNDP the amount of TRY 3,918,240.86. The Contribution shall be deposited in the bank and bank account provided below.

Schedule of payments	Amount
31.12.2024	TRY 3,918,240.86

QNB Bank A.Ş.
Esentepe Mah. Büyükdere Cad.
Kristal Kule Binası
No:215 Şişli - İstanbul
Büyük Mükellefler V.D. 388 00 23 334

Account Title	UNDP Yoneticiligi
Name of Bank	Garanti Bankasi
Address / Branch	Ankara Ticari Sube
Branch Code	170
Account Number	1201038
IBAN	TR53 0006 2000 1700 0001 2010 38
SWIFT code	TGBATRIS

(b) The Donor will inform UNDP when the Contribution is paid via an e-mail message with remittance information to contributions@undp.org, providing the following information: donor's name, UNDP country office, [To Life with Water], donor reference (if available). This information should also be included in the bank remittance advice when funds are remitted to UNDP.

2. The value of the payment, if made in a currency other than United States dollars, shall be determined by applying the United Nations operational rate of exchange in effect on the date of payment. Should there be a change in the United Nations operational rate of exchange prior to the full utilization by the UNDP of the payment, the value of the balance of funds still held at that time will be adjusted accordingly. If, in such a case, a loss in the value of the balance of funds is recorded, UNDP shall inform the Donor with a view to determining whether any further financing could be provided by the Donor. Should such further financing not be available, the assistance to be provided to the [Programme/Project] may be reduced, suspended or terminated by UNDP.

3. The above schedule of payments takes into account the requirement that the payments shall be made in advance of the implementation of planned activities. It may be amended to be consistent with the progress of programme/project delivery.

4. UNDP shall receive and administer the payment in accordance with the regulations, rules, policies and procedures of UNDP.

5. All financial accounts and statements shall be expressed in United States dollars.

Article II. Utilization of the Contribution

1. The implementation of the responsibilities of UNDP and of the Implementing Partner pursuant to this Agreement and the programme/project document shall be dependent on receipt by UNDP of the contribution in accordance with the schedule of payment as set out in Article I, Paragraph 1, above.

2. If unforeseen increases in expenditures or commitments are expected or realized (whether owing to inflationary factors, fluctuation in exchange rates or unforeseen contingencies), UNDP shall submit to the Donor on a timely basis a supplementary estimate showing the further financing that will be necessary. The Donor shall use its best endeavours to obtain the additional funds required. UNDP shall not absorb any loss (including but not limited to exchange fluctuations) under the Project. All losses (including but not limited to losses as result of currency exchange fluctuations) shall be charged to the Project.

3. If the payments referred to in Article I, paragraph 1, above are not received in accordance with the payment schedule, or if the additional financing required in accordance with Paragraph 2 above is not forthcoming from the Donor or other sources, the assistance to be provided to the programme/project under this Agreement may be reduced, suspended or terminated by UNDP.

Article III. Administration and Reporting

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1. Project management and expenditures shall be governed by the regulations, rules, policies and procedures of UNDP and, where applicable, the regulations, rules, policies and procedures of the Implementing Partner.

2. UNDP shall provide to the Donor the following reports in accordance with UNDP accounting and reporting procedures.

(a) From the country office (or relevant unit at Headquarters in the case of regional and global projects) within six months after the date of completion or termination of the Agreement, a final report summarizing programme/project activities and impact of activities as well as provisional financial data;

(b) From UNDP Bureau for Management Services/Office of Financial Resources Management, an annual certified financial statement as of 31 December to be submitted no later than 30 June of the following year;

(c) From UNDP Bureau for Management Services/Office of Financial Resources Management, on completion of the programme/project, a certified financial statement to be submitted no later than 30 June of the year following the financial closing of the project.

3. If special circumstances so warrant, UNDP may provide more frequent reporting at the expense of the Donor. The specific nature and frequency of this reporting shall be specified in an annex of the Agreement.

Article IV. General Management Support services

1. In accordance with the decisions, policies and procedures of UNDP's Executive Board reflected in its Policy on Cost Recovery from Other Resources, the Contribution shall be subject to cost recovery for indirect costs incurred by UNDP headquarters and country office structures in providing General Management Support (GMS) services. To cover these GMS costs, the Contribution shall be charged a fee of at least 8%. Furthermore, as long as they are unequivocally linked to the Project, all direct costs of implementation, including the costs of Implementing Partner, will be identified in the Project budget against a relevant budget line and borne by the Project accordingly.

2. The aggregate of the amounts budgeted for the programme/project, together with the estimated costs of reimbursement of related support services, shall not exceed the total resources available to the programme/project under this Agreement as well as funds which may be available to the programme/project for programme/project costs and for support costs under other sources of financing.

Article V. Evaluation

All UNDP Programmes and Projects are evaluated in accordance with UNDP Evaluation Policy. UNDP and the Government of Republic of Türkiye in consultation with other stakeholders will jointly agree on the purpose, use, timing, financing mechanisms and terms of reference for evaluating a Project including an evaluation of its Contribution to an outcome which is listed in the Evaluation Plan. UNDP shall commission the evaluation, and the evaluation exercise shall be carried out by external independent evaluators.

Article VI. Equipment

Ownership of equipment, supplies and other properties financed from the contribution shall vest in UNDP. Matters relating to the transfer of ownership by UNDP shall be determined in accordance with the relevant policies and procedures of UNDP.

Article VII. Auditing

The Contribution shall be subject exclusively to the internal and external auditing procedures provided for in the financial regulations, rules, policies and procedures of UNDP. Should the annual Audit Report of the UN Board of Auditors to its governing body contain observations relevant to the Contribution, such information shall be made available to the Donor by the country office.

Article VIII. Fraud and Anti-Corruption Measures

The Parties agree that it is important to take all necessary precautions to avoid corrupt practices. To this end, UNDP shall maintain standards of conduct to govern the performance of its staff, including of corrupt practices in connection with the award and administration of contracts, grants, or other benefits, as set forth in the Staff Regulations and Rules of the United Nations, the UNDP Financial Regulations and Rules, and the UND Procurement Manual.

Article IX. Anti-Terrorism Measures

Consistent with numerous United Security Council resolutions, including S/RES/1269 (1999), S/RES 1368 (2001), and S/RES/1373 (2001), both the Donor and UNDP are firmly committed to the international fight against terrorism, and in particular, against the financing of terrorism. It is the policy of UNDP to seek to ensure that none of its funds are used, directly or indirectly, to provide support to individuals or entities associated with terrorism. In accordance with this policy, UNDP undertakes to use reasonable efforts to ensure that none of the Donor funds provided under this Agreement are used to provide support to individuals or entities associated with terrorism.

Article X. Advertisement of the contribution

1. The Donor shall not use the UNDP name or emblem, or any abbreviation thereof, in connection with its business or otherwise without the express prior written approval of UNDP in each case. In no event will authorization be granted for commercial purposes, or for use in any manner that suggests an endorsement by UNDP of […], its products or services.

2. The Donor acknowledges that it is familiar with UNDP's ideals and objectives and recognizes that its name and emblem may not be associated with any political or sectarian cause or otherwise used in a manner inconsistent with the status, reputation and neutrality of UNDP.

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3. The Donor may make representations to its shareholders and internal budget officials as required about the fact of the contribution to UNDP. Any other use of the UNDP name or emblem, and any other form of recognition or acknowledgement of the contribution of the Donor are subject to consultations between the Parties, and the prior written agreement of UNDP. The name and emblem of UNDP may be used for the project communication activities, press release, any kind of communication plans related to the project, project visuals and activity announcements, posters, social media designs and contents upon UNDP written approval. The usage of UNDP name or emblem is allowed for the contents, designs and activities upon prior written approval by UNDP.

4. UNDP will report on the contribution to its Executive Board in accordance with its regular procedures regarding contributions from private donors. Other forms of recognition and acknowledgement of the contribution are subject to consultations between the Parties, but the manner of such recognition and acknowledgement shall be determined at the sole discretion of UNDP.

5. Except as provided for under section 4 above, UNDP accepts and undertakes that it will not use the Donor's logo, brand, title or any expression that may evoke the Donor for any purpose without the written consent of the Donor.

6. Any announcements, information, press releases, promotional posts and all similar texts, social media posts and visuals that may be made within the scope of the Agreement shall not be shared without the written consent of the Parties.

Article XI. Completion of the Agreement

1. UNDP shall notify the Donor when all activities relating to the Project have been completed in accordance with the IP.

2. Notwithstanding the completion of the Project, UNDP shall continue to hold unutilized funds from the Contribution until all commitments and liabilities incurred in implementation of the Project have been satisfied and Project activities brought to an orderly conclusion.

3. If the unutilized funds prove insufficient to meet such commitments and liabilities, UNDP shall notify the Donor and consult with the Donor on the manner in which such commitments and liabilities may be satisfied.

4. In cases where the Project is completed in accordance with the project document any funds below 5,000 USD (five thousand US Dollars) that remain unexpended after all commitments and liabilities have been satisfied shall be automatically reallocated by UNDP. Any funds above 5,000 USD (five thousand US Dollars) that remain unexpended after all commitments and liabilities have been satisfied shall be reallocated by UNDP after consultation with the Donor.

Article XII. Termination of the Agreement

1. This Agreement may be terminated by UNDP or by the Donor after consultations between the Donor, UNDP and the programme country Government, and provided that the funds from the Contribution already received are, together with other funds available to the Project sufficient to meet all commitments and liabilities incurred in the

implementation of the Project. This Agreement shall cease to be in force 30 (thirty) days after either of the Parties have given notice in writing to the other Party of its decision to terminate this Agreement.

2. Notwithstanding termination of all or part of this Agreement, UNDP shall continue to hold unutilized funds until all commitments and liabilities incurred in the implementation of all or the part of the Project have been satisfied and Project activities brought to an orderly conclusion.

3. In cases where this Agreement is terminated before Project completion any funds below 5,000 USD (five thousand US Dollars) that remain unexpended after all commitments and liabilities have been satisfied shall be automatically reallocated by UNDP. Any funds above 5,000 USD (five thousand US Dollars) that remain unexpended after all commitments and liabilities have been satisfied shall be reallocated by UNDP after consultation with the Donor.

Article XIII: Notice

Any notice or correspondence between UNDP and the Donor will be addressed as follows:

(a) To the Donor: QNB

Address:

(b) Upon receipt of funds, UNDP shall send an electronic receipt to the Donor email address provided below as confirmation that the remitted funds have been received by UNDP

Donor email address: ______________________

Attention: ______________________

(c) To UNDP: Louisa Vinton, Resident Representative

Address: UNDP Country Office in Türkiye, Oran Mah. Mustafa Fehmi Gerçeker Sokak, No:12, 06450 Çankaya, Ankara, Türkiye

Article XIV. Amendment of the Agreement

This Agreement may be amended through an exchange of letters between the Donor and UNDP. The letters exchanged to this effect shall become an integral part of this Agreement.

Article XV. Settlement of Disputes

1. The parties shall use their best efforts to settle amicably any dispute, controversy or claim arising out of, or relating to this agreement or the breach, termination or invalidity thereof. Where the parties wish to seek such an amicable settlement through conciliation, the conciliation shall take place in accordance with UNCITRAL Conciliation Rules then obtaining, or according to such procedure as may be agreed between the parties.

2. Any dispute, controversy or claim between the Parties arising out of or relating to this agreement or the breach, termination or invalidity thereof, unless settled amicably under the preceding paragraph within (60) sixty days after receipt by one Party of the other Party's request for such amicable settlement, shall be referred by either party to arbitration in accordance with the UNCITRAL Arbitration Rules then obtaining. The arbitral tribunal shall have no authority to award punitive damages. The parties shall be bound by any arbitration award rendered as a result of such arbitration as the final adjudication of any such controversy, claim or dispute.

Article XVI. Privileges and Immunities

Nothing in this Agreement shall be deemed a waiver, express or implied, of any of the privileges and immunities of the United Nations, including UNDP.

Article XVII. Amendment of Project Title

The title of the Project is "Life with Water Project" which was implemented by QNB in cooperation with UNDP and Habitat. If the title of QNB changes, the Project title will be changed in line with the new title of QNB, and as of the relevant date, all documents, publications and media containing the Project title will be amended as agreed upon by the Parties.

Article XVIII. Coordination Levy

Pursuant to paragraph 10(a) of United Nations General Assembly Resolution A/RES/72/279 (31 May 2018), the Donor agrees that an amount corresponding to 1% of the total contribution to UNDP shall be paid to finance the United Nations Resident Coordinator System. This amount, hereinafter referred to as the "coordination levy" will be held in trust by UNDP until transfer to the United Nations Secretariat for deposit into the United Nations Special Purpose Trust Fund, which has been established to finance the United Nations Resident Coordinator System and is managed by the United Nations Secretariat.

The Donor acknowledges and agrees that once the coordination levy has been transferred by the UNDP to the United Nations Secretariat, UNDP is not responsible for the use of the coordination levy and does not assume any liability. The fiduciary responsibility lies entirely with the United Nations Secretariat as the manager of the Resident Coordination System.

The Donor acknowledges and agrees the coordination levy does not form part of UNDP's cost recovery and is additional to the costs of the UNDP to implement the activity or activities covered by the contribution. Accordingly, there is no obligation for UNDP to refund the levy, in part or in full, even where the activities covered by the contribution are not carried out in full by UNDP. As deemed necessary by the donor however, especially where the scale of the resources concerned or reputational risk justify the refund transaction costs, the Donor can submit a request for refund to the United Nations Secretariat directly.

UNDP will not administer the coordination levy. UNDP will not report on the use of the coordination levy. UNDP does not have any liability on the use of the coordination levy by the United Nations Secretariat. Clarifications on the administration, reporting and/or use of the coordination levy by the United Nations Secretariat shall be discussed by the Donor and the United Nations Secretariat on bilateral basis.

A total contribution of TRY 3,918,240.86 is made under the Agreement, out of which TRY 38,794.46 is to be paid as the coordination levy.

Article XIV. Entry into Force

This Agreement shall enter into force upon the signature of this Agreement by the parties hereto, on the date of the last signature.

IN WITNESS WHEREOF, the undersigned, being duly authorized thereto, have signed the present Agreement in the English language in two copies.

Annex -1: Initiation Plan

For QNB BANK A.Ş. (the Donor):

(Name)

(Title)

(Date)

QNB Bank A.Ş.
Esentepe Mah. Büyükdere Cad.
Kristal Kule Binası
No:215 Şişli - İstanbul
Büyük Mükellefler V.D. 388 00 23 334

For the United Nations Development Programme:

(Name) Louisa Vinton

(Title) Resident Representative

(Date) 31.10.2024

PROJECT COOPERATION AGREEMENT
between
THE UNITED NATIONS DEVELOPMENT PROGRAMME
and
HABITAT ASSOCIATION
(Project Name: TO LIFE WITH WATER)

Whereas the United Nations Development Programme ("UNDP") and Habitat Association (the NGO") have, on the basis of their respective mandates, a common aim in the furtherance of sustainable human development;

Whereas UNDP has been entrusted by its donors with certain resources that can be allocated for programmes and projects, and is accountable to its donors and to its Executive Board for the proper management of these funds and can, in accordance with the UNDP Financial Regulations and Rules, make available such resources for cooperation in the form of a Project;

Whereas the NGO, its status being in accordance with national regulations, is committed to the principles of participatory sustainable human development and development cooperation, has demonstrated the capacity needed for the activities involved, in accordance with the UNDP requirements for management; is apolitical and not profit-making;

Whereas the NGO and UNDP agree that activities shall be undertaken without discrimination, direct or indirect, because of race, ethnicity, religion or creed, status of nationality or political belief, gender, handicapped status, or any other circumstances; Now, therefore, on the basis of mutual trust and in the spirit of friendly cooperation, the NGO and UNDP have entered into the present Agreement.

Article I. Definitions

For the purpose of the present Agreement, the following definitions shall apply:

a) "Parties" shall mean the NGO and UNDP;

b) "UNDP" shall mean the United Nations Development Programme, a subsidiary organ of the United Nations, established by the General Assembly of the United Nations;

c) "The NGO" shall mean and Habitat Center for Development and Governance, a non-governmental organization that was established in and incorporated under the laws of Türkiye, with the purpose of supporting children, youth, women, and the disabled in terms of sustainable development and participation in decision-making processes through developing the capacities of young people;

d) "The Agreement" or "the present Agreement" shall mean the present Project Cooperation Agreement, the Project Document (Annex), which incorporates the Project Objectives and Activities, Project Work Plan, Project Inputs being provided by UNDP resources, and Project Budget, and all other documents agreed upon between the Parties to be integral parts of the present Agreement;

e) "Project" shall mean the activities as described in the Project Document;

f) "Government" shall mean the Government of Türkiye;

g) "UNDP Resident Representative" shall mean the UNDP official in charge of the UNDP office in the country, or the person acting on his/her behalf;

h) "Project Team" shall mean the person appointed by the NGO, in consultation with

UNDP and with the approval of the Government coordinating authority, who acts as the overall coordinator of the Project and assumes the primary responsibility for all aspects of it;

i) "Expenditure" shall mean the sum of disbursements made and valid outstanding obligations incurred in respect of goods and services rendered;

j) "To advance" shall mean a transfer of assets, including a payment of cash or a transfer of supplies, the accounting of which must be rendered by the NGO at a later date, as herein agreed upon between the Parties;

k) "Income" shall mean the interest on the Project funds and all revenue derived from the use or sale of capital equipment, and from items purchased with funds provided by UNDP or from revenues generated from Project outputs;

l) "*Force majeure*" shall mean acts of nature, war (whether declared or not),invasion, revolution, insurrection, or other acts of a similar nature or force;

m) "Project Work Plan" shall mean a schedule of activities, with corresponding time frames and responsibilities that is based upon the Project Document deemed necessary to achieve Project results, prepared at the time of approval of the Project, and revised annually.

Article II. Objective and Scope of the Present Agreement

1. The present Agreement sets forth the general terms and conditions of the cooperation between the Parties in all aspects of achieving the Project Objectives, as set out in the Project Document (Annex of the present Agreement).
2. The Parties agree to join efforts and to maintain close working relationships, in order to achieve the Objectives of the Project.

Article III. Duration of Project Agreement

1. The term of the present Agreement shall commence on **10 October 2024** and terminate on **10 October 2025**. The Project shall commence and be completed in accordance with the time-frame or schedule set out in the Project Document.

2. Should it become evident to either Party during the implementation of the Project that an extension beyond the expiration date set out in paragraph 1, above, of the present Article, will be necessary to achieve the Objectives of the Project, that Party shall, without delay, inform the other Party, with a view to entering into consultations to agree on a new termination date. Upon agreement on a termination date, the Parties shall conclude an amendment to this effect, in accordance with Article XVII, below.

Article IV. General Responsibilities of the Parties

1. The Parties agree to carry out their respective responsibilities in accordance with the provisions of the present Agreement, and to undertake the Project in accordance with UNDP policies and procedures as set out in the UNDP Programming Manual, which forms an integral part of the present Agreement.

2. Each Party shall determine and communicate to the other Party the person (or unit) having the ultimate authority and responsibility for the Project on its behalf. The Project Team shall be appointed by the NGO, in consultation with UNDP and with the approval of the government coordinating authority.

3. The Parties shall keep each other informed of all activities pertaining to the Project and

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shall consult once every three months or as circumstances arise that may have a bearing on the status of either Party in the country or that may affect the achievement of the Objectives of the Project, with a view to reviewing the Work Plan and Budget of the Project.

4. The Parties shall cooperate with each other in obtaining any licenses and permits required by national laws, where appropriate and necessary for the achievement of the Objectives of the Project. The parties shall also cooperate in the preparation of any reports, statements or disclosures, which are required by national law.

5. The NGO may use the name and emblem of the United Nations or UNDP only in direct connection with the Project, and subject to prior written consent of the UNDP Resident Representative in **Türkiye**.

6. The activities under the present Agreement are in support of the efforts of the Government, and therefore the NGO will communicate with the Government as necessary. The Project Team will be responsible for day-to-day contacts with the relevant national authorities and UNDP on operational matters during the implementation of the Project. The UNDP Resident Representative will act as the principal channel for communicating with the Government coordinating authority regarding the activities under the Project Cooperation Agreement agreed with the Parties and the Government.

7. The UNDP Resident Representative will facilitate access to information, advisory services, technical and professional support available to UNDP and will assist the NGO to access the advisory services of other United Nations organizations, whenever necessary.

8. The Parties shall cooperate in any public relations or publicity exercises, when the UNDP Resident Representative deems these appropriate or useful.

Article V. Personnel Requirements

1. The NGO shall be fully responsible for all services performed by its personnel, agents, employees, or contractors (hereinafter referred to as "Personnel").

2. The NGO personnel shall not be considered in any respect as being the employees or agents of UNDP. The NGO shall ensure that all relevant national labour laws are observed.

3. UNDP does not accept any liability for claims arising out of the activities performed under the present Agreement, or any claims for death, bodily injury, disability, damage to property or other hazards that may be suffered by NGO personnel as a result of their work pertaining to the project. It is understood that adequate medical and life insurance for NGO personnel, as well as insurance coverage for service- incurred illness, injury, disability or death, is the responsibility of the NGO.

4. The NGO shall ensure that its personnel meet the highest standards of qualification and technical and professional competence necessary for the achievement of the Objectives of the Project, and that decisions on employment related to the Project shall be free of discrimination on the basis of race, religion or creed, ethnicity or national origin, gender, handicapped status, or other similar factors. The NGO shall ensure that all personnel are free from any conflicts of interest relative to the Project Activities.

Article VI. Terms and Obligations of Personnel

The NGO undertakes to be bound by the terms and obligations specified below, and shall accordingly ensure that the personnel performing project-related activities under the present Agreement comply with these obligations:

(a) The personnel shall be under the direct charge of the NGO, which functions under the general guidance of UNDP and the Government;

(b) Further to subparagraph (a) above, they shall not seek nor accept instructions regarding the activities under the present Agreement from any Government other than the Government of **Türkiye** or other authority external to UNDP;

(c) They shall refrain from any conduct that would adversely reflect on the United Nations and shall not engage in any activity which is incompatible with the aims and objectives of the United Nations or the mandate of UNDP;

(d) Subject to the requirements outlined in the document "UNDP public information disclosure policy", information that is considered confidential shall not be used without the authorization of UNDP. In any event, such information shall not be used for individual profit. The Project Team may communicate with the media regarding the methods and scientific procedures used by the NGO; however, UNDP clearance is required for the use of the name UNDP in conjunction with Project Activities in accordance with Article IV, paragraph 5, above. This obligation shall not lapse upon termination of the present Agreement unless otherwise agreed between the Parties.

Article VII. Supplies, Vehicles and Procurement

1. UNDP shall contribute to the Project the resources indicated in the Budget section of the Project Document.

2. Equipment, non-expendable materials, or other property furnished or financed by UNDP shall remain the property of UNDP and shall be returned to UNDP upon completion of the Project or upon termination of the present Agreement, unless otherwise agreed upon between the Parties, and in consultation with the government coordinating authority. During Project implementation and prior to such return, the NGO shall be responsible for the proper custody, maintenance and care of all equipment. The NGO shall, for the protection of such equipment and materials during implementation of the Project, obtain appropriate insurance in such amounts as may be agreed upon between the Parties and incorporated in the Project Budget.

3. The NGO will place on the supplies, equipment and other materials it furnishes or finances such markings as will be necessary to identify them as being provided by UNDP.

4. In cases of damage, theft or other losses of vehicles and other property made available to the NGO, the NGO shall provide UNDP with a comprehensive report, including police report, where appropriate, and any other evidence giving full details of the events leading to the loss of the property.

5. In its procedures for procurement of goods, services or other requirements with funds made available by UNDP as provided for in the Project Budget, the NGO shall ensure that, when placing orders or awarding contracts, it will safeguard the principles of highest quality, economy and efficiency, and that the placing of such orders will be based on an assessment of competitive quotations, bids, or proposals unless otherwise agreed to by

UNDP.

6. UNDP shall make every effort to assist the NGO in clearing all equipment and supplies through customs at places of entry into the country where Project activities are to take place.

7. The NGO shall maintain complete and accurate records of equipment, supplies and other property purchased with UNDP funds and shall take periodic physical inventories. The NGO shall provide UNDP annually with the inventory of such equipment, property and non-expendable materials and supplies, and at such time and in such form as UNDP may request.

Article VIII. Financial and Operational Arrangements

1. In accordance with the Project Budget, UNDP has allocated and will make available to the NGO funds up to the maximum amount of **TRY3.918.240,86** The installments will be advanced to the NGO quarterly, when a financial report and other agreed-upon documentation, as referenced in Article X, below, for the activities completed have been submitted to and accepted by UNDP as showing satisfactory management and use of UNDP resources.

2. The NGO agrees to utilize the funds and any supplies and equipment provided by UNDP in strict accordance with the Project Document. The NGO shall be authorized to make variations not exceeding 20 per cent on any one line item of the Project Budget provided that the total Budget allocated by UNDP is not exceeded. The NGO shall notify UNDP about any expected variations on the occasion of the quarterly consultations set forth in Article IV, paragraph 3, above. Any variations exceeding 20 per cent on any one-line item that may be necessary for the proper and successful implementation of the Project shall be subject to prior consultations with and approval by UNDP.

3. The NGO further agrees to return within two weeks any unused supplies made available by UNDP at the termination or end of the present Agreement or the completion of the Project. Any unspent funds shall be returned within two months of the termination of the present Agreement or the completion of the Project.

4. UNDP shall not be liable for the payment of any expenses, fees, tolls or any other financial cost not outlined in the Project Work Plan or Project Budget unless UNDP has explicitly agreed in writing to do so prior to the expenditure by the NGO.

Article IX. Maintenance of Records

1. The NGO shall keep accurate and up-to-date records and documents in respect of all expenditures incurred with the funds made available by UNDP to ensure that all expenditures are in conformity with the provisions of the Project Work Plan and Project Budgets. For each disbursement, proper supporting documentation shall be maintained, including original invoices, bills, and receipts pertinent to the transaction. Any Income, as defined in Article I, paragraph 1 (k), above, arising from the management of the Project shall be promptly disclosed to UNDP. The Income shall be reflected in a revised Project Budget and Work Plan and recorded as accrued income to UNDP unless otherwise agreed between the Parties.

2. Upon completion of the Project/or Termination of the Agreement, the NGO shall maintain the records for a period of at least four years unless otherwise agreed upon between the Parties.

Article X. Reporting Requirements

1. The NGO shall provide UNDP and the government coordinating authority with periodic reports on the progress, activities, achievements and results of the Project, as agreed between the Parties. As a minimum, the NGO shall prepare an annual progress report.

2. Financial reporting will be quarterly:

(a) The NGO prepares a financial report and submits it to the UNDP Resident Representative no later than 30 days after the end of each quarter, in English.

(b) The purpose of the financial report is to request a quarterly advance of funds, to list the disbursements incurred on the Project by budgetary component on a quarterly basis, and to reconcile outstanding advances and foreign exchange loss or gain during the quarter.

(c) The financial report has been designed to reflect the transactions of a project on a cash basis. For this reason, un-liquidated obligations or commitments should not be reported to UNDP, i.e., the reports should be prepared on a "cash basis", not on an accrual basis, and thus will include only disbursements made by the NGO and not commitments. However, the NGO shall provide an indication when submitting reports as to the level of un-liquidated obligations or commitments, for budgetary purposes;

(d) The financial report contains information that forms the basis of a periodic financial review and its timely submission is a prerequisite to the continuing funding of the Project. Unless the Financial Report is received, the UNDP Resident Representative will not act upon requests for advances of funds from UNDP;

(e) Any refund received by an NGO from a supplier should be reflected on the financial report as a reduction of disbursements on the component to which it relates.

3. Within two months of the completion of the Project or of the termination of the present Agreement, the NGO shall submit a final report on the Project activities and include a final financial report on the use of UNDP funds, as well as an inventory of supplies and equipment.

Article XI. Audit Requirements

1. The NGO shall submit to the UNDP Resident Representative in Türkiye a certified annual financial statement on the status of funds advanced by UNDP. The Project will be audited at least once during its lifetime but may be audited annually, as will be reflected in the annual audit plan prepared by UNDP Headquarters (Division of Audit and Performance Review) in consultation with the Parties to the Project. The audit shall be carried out by the auditors of the NGO or by a qualified audit firm, which will produce an audit report and certify the financial statement.

2. Notwithstanding the above, UNDP shall have the right, at its own expense, to audit or review such Project-related books and records as it may require and to have access to the books and record of the NGO, as necessary.

Article XII. Responsibility for Claims

1. The NGO shall indemnify, hold and save harmless, and defend at its own expense, UNDP, its officials and persons performing services for UNDP, from and against all suits, claims, demands and liability of any nature and kind, including their cost and expenses, arising out of the acts or omissions of the NGO or its employees or persons hired for the management of the present Agreement and the Project.

2. The NGO shall be responsible for, and deal with all claims brought against it by its Personnel, employees, agents or subcontractors.

Article XIII. Suspension and Early Termination

1. The Parties hereto recognize that the successful completion and accomplishment of the purposes of a technical cooperation activity are of paramount importance, and that UNDP may find it necessary to terminate the Project, or to modify the arrangements for the management of a Project, should circumstances arise that jeopardize successful completion or the accomplishment of the purposes of the Project. The provisions of the present Article shall apply to any such situation.

2. UNDP shall consult with the NGO if any circumstances arise that, in the judgment of UNDP, interfere or threaten to interfere with the successful completion of the Project or the accomplishment of its purposes. The NGO shall promptly inform UNDP of any such circumstances that might come to its attention. The Parties shall cooperate towards the rectification or elimination of the circumstances in question and shall exert all reasonable efforts to that end, including prompt corrective steps by the NGO, where such circumstances are attributable to it or within its responsibility or control. The Parties shall also cooperate in assessing the consequences of possible termination of the Project on the beneficiaries of the Project.

3. UNDP may at any time after occurrence of the circumstances in question, and after appropriate consultations, suspend the Project by written notice to the NGO, without prejudice to the initiation or continuation of any of the measures envisaged in paragraph 2, above, of the present Article. UNDP may indicate to the NGO the conditions under which it is prepared to authorize management of the Project to resume.

4. If the cause of suspension is not rectified or eliminated within 14 days after UNDP has given notice of suspension to the NGO, UNDP may, by written notice at any time thereafter during the continuation of such cause: (a) terminate the Project; or (b) terminate the management of the Project by the NGO, and entrust its management to another institution. The effective date of termination under the provisions of the present paragraph shall be specified by written notice from UNDP.

5. Subject to paragraph 4 (b), above, of the present Article, the NGO may terminate the present Agreement in cases where a condition has arisen that impedes the NGO from successfully fulfilling its responsibilities under the present Agreement, by providing UNDP with written notice of its intention to terminate the present Agreement at least 30 days prior to the effective date of termination if the Project has a duration of up to six months and at least 60 days prior to the effective date of termination if the Project has a duration of six months or more.

6. The NGO may terminate the present Agreement only under point 5, above, of the present Article, after consultations have been held between the NGO and UNDP, with a view to eliminating the impediment, and shall give due consideration to proposals

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made by UNDP in this respect.

7. Upon receipt of a notice of termination by either Party under the present Article, the Parties shall take immediate steps to terminate activities under the present Agreement, in a prompt and orderly manner, so as to minimize losses and further expenditures. The NGO shall undertake no forward commitments and shall return to UNDP, within 30 days, all unspent funds, supplies and other property. provided by UNDP unless UNDP has agreed otherwise in writing.

8. In the event of any termination by either Party under the present Article, UNDP shall reimburse the NGO only for the costs incurred to manage the project in conformity with the express terms of the present Agreement. Reimbursements to the NGO under this provision, when added to amounts previously remitted to it by UNDP in respect of the Project, shall not exceed the total UNDP allocation for the Project.

9. In the event of transfer of the responsibilities of the NGO for the management of a Project to another institution, the NGO shall cooperate with UNDP and the other institution in the orderly transfer of such responsibilities.

Article XIV. *Force majeure*

1. In the event of and as soon as possible after the occurrence of any cause constituting Force majeure, as defined in Article I, paragraph 1 above, the Party affected by the Force majeure shall give the other Party notice and full particulars in writing of such occurrence if the affected Party is thereby rendered unable, in whole or in part, to perform its obligations or meet its responsibilities under the present Agreement. The Parties shall consult on the appropriate action to be taken, which may include suspension of the present Agreement by UNDP, in accordance with Article XIII, paragraph 3, above, or termination of the Agreement, with either Party giving to the other at least seven days written notice of such termination.

2. In the event that the present Agreement is terminated owing to causes constituting *Force Majeure*, the provisions of Article XIII, paragraphs 8 and 9, above, shall apply.

Article XV. Arbitration

The Parties shall try to settle amicably through direct negotiations, any dispute, controversy or claim arising out of or relating to the present Agreement, including breach and termination of the Agreement. If these negotiations are unsuccessful, the matter shall be referred to arbitration in accordance with United Nations Commission on International Trade Law Arbitration Rules. The Parties shall be bound by the arbitration award rendered in accordance with such arbitration, as the final decision on any such dispute, controversy or claim.

Article XVI. Privileges and Immunities

Nothing in or relating to the present Agreement shall be deemed a waiver, express or implied, of any of the privileges and immunities of the United Nations and UNDP.

Article XVII. Amendments

The present Agreement or its Annexes may be modified or amended only by written

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agreement between the Parties.

IN WITNESS WHEREOF, the undersigned, being duly authorized thereto, have on behalf of the Parties hereto signed the present Agreement at the place and on the day below written.

For Habitat Association:	For UNDP:
Signature:	Signature:
Name: Bora Caldu	Name: Louisa Vinton Resident Representative
Title: Chair of the Executive Committee	Title:
Date: 09.10.2024	Date: 31-10-2024

HABITAT ASSOCIATION 1997

United Nations Development Programme

Country: Türkiye

Initiation Plan

Project Title	:	To Life with Water
Expected UNSDCF/CPD Outcome(s)	:	#3.1: By 2025, all relevant actors take measures to accelerate climate action, to promote responsible production and consumption, to improve the management of risks and threats to people, and to ensure sustainable management of the environment and natural resources in urban and ecosystem hinterlands.
Expected CPD Output(s)	:	Output 3.5 Effective coalitions forged around environmental challenges and risk-sharing on climate change
Initiation Plan Start/End Dates	:	31.10.2024 – 10.10.2025
Implementing Partner	:	Habitat Association

Brief Description

Water awareness, water saving, use of rainwater and cleaning of polluted water are supported by different institutions and organizations through training and information programs to raise awareness. In this context, it is planned to develop the "To Life with Water" project, taking into account the future importance of water resources and consumption and the ongoing global water agenda. The aim of the IP is to inform and raise awareness of children on water use, consumption and saving.

Programme Period:	2021 - 2025
Quantum Project Number:	___________
Quantum Output Number:	
Gender Marker: GEN 1	

Total resources required		$114,716.03
Total allocated resources:		$114,716.03*
	○ Donor	QNB
	○	
	○ Government	N/A
Unfunded budget:		N/A
In-kind Contributions		N/A

* Donor contribution of (TRY 3,918,240.86) equivalent based on October UNORE and subject to change on the date of deposit. Including %8 GMS and %1 RC Coordination Levy.

Date: 31.10.2024

Name: Louisa Vinton, UNDP Türkiye Resident Representative

Signature:

Agreed by UNDP:

I. Purpose and Expected Output

The depletion and pollution of global water resources highlight the increasing importance of sustainable water management. Numerous studies and reports emphasize the urgency of taking measures to ensure the sustainable use of water.

According to the WWC, by 2025, 1.8 billion people will be living in countries or regions with absolute water scarcity, and two-thirds of the world population could be under water stress conditions. The council advocates for integrated water resources management to address these challenges (World Water Council, "Water Crisis"). UN Water reports that 2.2 billion people lack safely managed drinking water services. They emphasize the importance of sustainable development goals (SDGs) related to water, especially SDG 6, which aims to ensure availability and sustainable management of water and sanitation for all by 2030 (UN Water, "World Water Development Report 2023"). World Health Organization highlights that improving water quality, sanitation, and hygiene could prevent 9.1% of the global disease burden and 6.3% of all deaths. The organization supports initiatives that promote water conservation and proper water management practices (WHO, "Water, Sanitation and Health").

Water awareness, water saving, use of rainwater, and cleaning of polluted water are supported by different institutions and organizations through training and information programs to raise awareness. However, further awareness raising activities is needed at early states as population of the primary and secondary school age children between the ages of 7-14 is ca. 3.000.000. In this context, it is aimed to implement the "To Life with Water" project, taking into account the future importance of water resources and consumption and the ongoing global water agenda. The aim of the IP is to inform and raise awareness of children on water use, consumption, and saving.

The "To Life with Water" project directly supports SDG 6 by training children about the importance of water conservation and proper sanitation practices. By raising awareness from a young age, the project helps ensure that future generations are equipped with the knowledge and skills necessary to manage water resources sustainably. This initiative promotes the sustainable management and efficient use of water, contributing to the achievement of universal and equitable access to safe and affordable drinking water.

Water conservation is intrinsically linked to climate action (SDG 13). The project encourages practices that reduce water wastage and promote the use of rainwater, thereby mitigating the effects of climate change. By building capacity of children on the importance of water sustainability, the project fosters a generation that is conscious of their environmental impact and supports actions to combat climate change.

The IP also focus on cleaning polluted water and preventing water pollution aligns with SDG 14, which aims to conserve and sustainably use the oceans, seas, and marine resources. Enhancing the capacity of children about the impacts of water pollution on aquatic life helps build a culture of responsibility towards protecting water ecosystems and maintaining the health of aquatic environments.

The IP project exemplifies the spirit of SDG 17 by fostering partnerships between institutions from different sectors such as private sector, international organizations and civil society and local communities. By collaborating with various stakeholders, the project ensures a comprehensive approach to addressing water sustainability challenges, leveraging collective expertise and resources to achieve common goals.

The Strategy and Activities

Türkiye is a "water stressed" country, despite being surrounded by water on three sides and is located in a "semi-arid" region with extreme temperatures. The average rainfall of 643 mm is well below the world average and climate change put further pressure for years to come.

Therefore, increasing responsible water consumption awareness is crucial among young generations. To contribute to this objective, QNB, in partnership with UNDP and Habitat Association, plans to implement the "To Life with Water" project to contribute to water awareness and raise awareness on water conservation at an early age.

In this regard, a series of awareness raising activities is planned across the 20 cities from 7 regions in Türkiye. In this regard will be held on a program callled training of trainers is a training program for 20 to 25 volunteer candidates where they get informed about the Project, its system, and content with an experiential and non-formal educational approach. In the end, participants gain the competence to start conducting training in the field. Volunteers will the training they received to children aged 7-14 locally. Cities were identified based on criteria such as proximity to water resources, and having strong local relations, were identified as in the project.

In order to deliver the trainings and 50 Volunteer trainers will be identified 20 provinces.

Within the scope of the project, each volunteer will provide 2 or 3 trainings in educational programs prioritizing socio-economically disadvantaged schools in target 20 cities .

In this context, QNB, in partnership with UNDP and Habitat Association, plans to implement the "To Life with Water" project to contribute to water awareness and raise awareness on water conservation at an early age.

Timeline of the Project

The timeline of the activities to be carried out within the scope of the project is below:

	Activites	Nov 2024	Dec 2024	Jan 2025	Feb 2025	Mar 2025	Apr 2025	May 2025	Jun 2025	July 2025	Aug 2025	Sep 2025	Oct 2025
1	**Project Documentary Preparation**	X											
2	**Trainings of Ambassadors** - The trainings of the volunteer trainers will be organized. The trainings will increase the awareness about the water consumption. - A total of 50 volunteer ambassadors will be		X	X									

	trained with the 2 trainings of ambassadors to be held. - In addition, 25 QNB employees, i.e. 'volunteer financiers', will support the project activities by volunteering to take part in the project activities												
3	**Local Training** - Volunteer trainers will play a facilitating role in local classroom trainings and environmental workshops to be organized for children between the ages of 7-14 within the scope of the project.		X	X	X	X	X	X	X	X	X	X	X
4	**Water Awareness Fest** - A water awareness festival to be held in a province to be selected on an international day compatible with the project topic					X							
5	**Environment Workshops** - Volunteer trainers will play a facilitating role in local classroom trainings and environmental workshops to be organized for children between the ages of 7-14 within the scope of the project.			X		X		X		X		X	
6	**Opening the Website** - While the website will promote the project, the project's training contents will be provided as open source			X									
7	**Project Reporting**			X			X			X			X

Training of Trainers, Local Trainings and Environmental Workshops: Trainings of trainers will be organized to raise awareness on this issue. 50 volunteers between the ages of 18 - 30 will be selected from 20 project provinces and will play a key role in the dissemination of the project. Trainings of trainers will take place for 3 days; will enable the volunteers to develop the necessary curriculum knowledge and communication skills to disseminate the training modules to the target participants. Volunteer trainers will play a facilitating role in local trainings and environmental workshops to be organized for children between the ages of 7-14 within the scope of the project.

	08:00 - 10:00	10:00 - 11:00	11:00 - 11:15	11:15 - 12:15	12:15 - 12:30	12:30 - 13:30	13:30 - 14:30	14:30 - 16:15	16:15 - 16:30	16:30 - 17:45	17:45 - 18:00	18:00 - 19:00	19.00 - 19:15	19:15 - 20:00	20:00 - 22:30
Day 1	Coming and Free Time													Dinner	Intro
Day 2	Breakfast	Water Awareness	Coffee Break	Water Awareness	Coffee Break	Rainwater Use	Lunch	Water in the Future	Coffee Break	rainwater harvesting	Coffee Break	Water in the Future	Evaluation		
Day 3		Saving on Water		Water and Sustainability		The Future of Water Resources in Türkiye and the World		water awareness workshops		Effective Communication with Childeren		Questions and Asks			

**It is a draft program. The content can be changed according to the framework.*

- 3,500 children between 7 – 14 years old will participate in the face to face trainings which are going to be organized by volunteer trainers. The basic topics to be covered in trainer training and local training are as belows:
    - Water Awareness (1 hour) – What is the Water? – History of Water
    - Rainwater Use (1 hour) – Importance of Rainwater – Future of Rainwater
    - Water in the Future and Water Resources in the Future (1 hour) – Century of Water – Management of Efficient Water
    - Saving on Water (1 hour) – Home Savings – Collective Savings
    - Water and Sustainability (1 hour) – Sustainability of Water – What could we do?
    - The Future of Water Resources in Türkiye and the World (1 hour) – Water in Türkiye – Water in World.
- In addition to local trainings, rainwater harvesting prototype, water filtering, water saving, and water awareness workshops will be held in the workshops.
- Fun designs will be created for children. In addition, for those who volunteer in the project (water volunteers), the participation badge that they can add to their LinkedIn accounts will be important for the continuity and belonging of the project. Participation certificate and Water Volunteer badges will be given online by Habitat Association.

Press Launch: In November or December 2024, a press launch will be organised with the participation of stakeholders and a group of beneficiaries in the project region. During the press launch, project activities and workshops will be demonstrated with the students. Representatives of QNB, Habitat Association and UNDP will participate as partners of the project, as well as Mert Fırat in his capacity as the UNDP Goodwill Ambassador, as he is available.

Water Awareness Fest: On March 22nd World Water Day, workshops on water awareness will be held with national/international participants, artists, educators, who will participate in a water awareness festival to be held in a province to be selected on an international day compatible with the project topic. The workshops aim to raise children's awareness on water awareness, the use of rainwater, its filtration and water conservation. Advertising and promotion of the festival will be important for project recognition.

Website: While the website will promote the project, the project's training contents will be provided as open source. In addition, the visibility of the animations and project activities to be created within the scope of the project will increase thanks to the website. There will be asynchronous animation videos for each curriculum titles. The website will be prepared by the Habitat Association. The website is planned to go live in the third month of the project.

- 1,500 children will benefit from the educational content on the website within the lifespan of the project.

QNB Volunteers: 25 QNB employees, i.e. 'volunteer financiers', will support the project activities by volunteering to take part in the project activities. As part of the project, QNB volunteers will play a facilitative role in classroom training and environmental workshops for children aged 7-14. Their participation will be based on their availability.

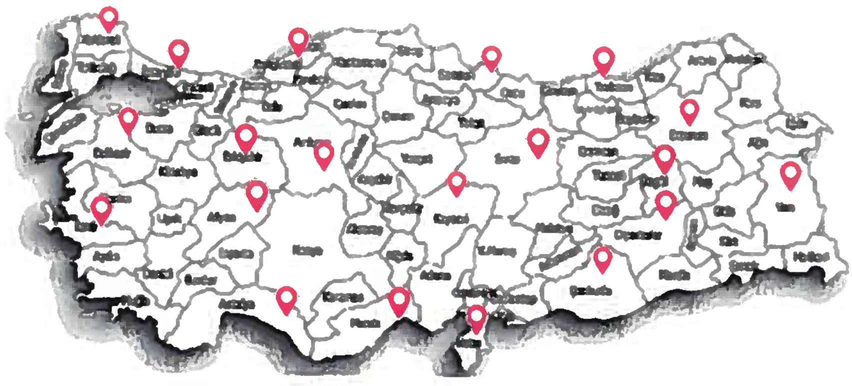
A training content has been developed for the project to promote water awareness, advance social inclusion and support children's behavioral change in this regard. This content will be disseminated with the facilitation of several ministries and provincial directorates in the project provinces and will also be delivered to the target audience with the support of other civil society organizations, private organizations and universities.

Partnerships will also be established with municipalities, governorships and local authorities, as well as national organizations such as the Union of Chambers and Commodity Exchanges of Turkey (TOBB), Youth and Women Entrepreneurs Boards and affiliated schools. The training program will also collaborate with children's educational institutions at both national and local level to disseminate water awareness trainings through modules that can be adapted to various settings and participant profiles.

By leveraging the expertise and networks of volunteer project ambassadors selected based on their motivation, volunteering experience, and knowledge in the field, the IP seek to enhance awareness and foster meaningful dialogue on critical topics such as gender equality and sustainability.

Through this holistic approach, IP strives to create a lasting impact on water awareness and raise a generation of empowered and sustainability-conscious individuals. The physical spaces of these organizations and Habitat Association will be used in 20 cities from 7 regions of Türkiye to disseminate the project activities. These cities are Afyonkarahisar, Ankara, Antalya, Bingöl, Balıkesir, Diyarbakır, Eskişehir, Erzurum, Hatay, Kayseri, Kırklareli, İstanbul, İzmir, Mersin, Samsun, Sivas, Şanlıurfa, Trabzon, Van and Zonguldak.

Implementation Area and Local Stakeholders



Afyon
Ankara
Antalya
Balıkesir
Bingöl
Diyarbakır
Eskişehir
Erzurum
Hatay
Kayseri
Kırklareli
İstanbul
İzmir
Mersin
Samsun
Sivas
Şanlıurfa
Trabzon
Van
Zonguldak

Expected Results

The IP aims to provide children with an understanding and awareness of the environmental impacts of water consumption, water saving and use. In this way, water awareness in future generations will be increased and awareness on water consumption will be created.

To achieve this, the IP will design and test of a volunteering programme with 50 volunteers to disseminate the water awareness through partnerships with local and national organizations from different sectors. In 1 year, totally 50 volunteer trainers plus 25 QNB volunteers and 5,000 children between 7 – 14 years old from 20 cities of Türkiye, will be reached via face to face and online trainings. At least 50% of the final beneficiaries and volunteers will be women.

Resources Required to Achieve the Expected Results

The Partners of the IP will be instrumental in the 12 months of the programme period by providing technical advice and know-how, human resource support. UNDP and QNB will offer leadership support and supervision. Habitat Association will conduct the project activities during the IP phase. After the end of this IP, a new project will be developed to continue support to the programme for effective implementation.

Communication

- The title of the project as follows will be used in the project communication activities:
  - "To Life with Water", a partnership project of QNB with UNDP Türkiye and Habitat Association
- QNB, Habitat Association and UNDP logos will be used together in equal size and in trio throughout the project period. The logo sequence in all visual design works will be as follows:
  - QNB – Habitat Association – UNDP (Left to Right Sorting)
- UNDP goodwill ambassador shall provide support for the communication work plans in line with his availability, when required by the project partners. UNDP will promote the project in its media outlets.

Management Arrangements

Project Board

The Project Board is the group responsible for making, by consensus, management decisions for a development project/initiation plan when guidance is required by the Project Manager (PM), including recommendation for UNDP/Implementing Partner approval of plans and revisions. The Project Board is chaired by the Senior Executive (Implementing Partner) or co-chaired by UNDP.

In order to ensure UNDP's ultimate accountability, Project Board decisions should be made in accordance with the standards that shall ensure best value for money, fairness, integrity transparency and effective international competition. Reviews by this group are made at designated decision points during the running of the development project/initiation plan, or as necessary when raised by the PM.

Based on the approved annual work plan (AWP), the Project Board may review and approve the annual plans when required and authorizes any major deviation from these agreed quarterly plans. It is the authority that signs off the completion of each annual plan as well as authorizes the start of the next annual plan. It ensures that required resources are committed and arbitrates on any conflicts within the development project/initiation plan or negotiates a solution to any problems between the PM and external bodies. In addition, it approves the appointment and responsibilities of the PM and any delegation of its Project Assurance responsibilities.

Specific responsibilities of the Project Board:

- Review and approve the Work Plan.
- Agree on Project Manager's responsibilities, as well as the responsibilities of the other members of the Project Management team.
- Delegate any Project Assurance function as appropriate.
- Review the Progress Report for the project.
- Review and appraise detailed AWP, including progress reports covering activity definition, quality criteria, issue log, updated risk log, M&E and communication plan.
- Provide overall guidance and direction to the project implementation, ensuring it remains within any specified constraints.
- Address issues as raised by the Project Manager.
- Provide guidance and agree on possible countermeasures/management actions to address specific risks.
- Agree on Project Manager's tolerances in the Annual Work Plan when required.
- Conduct regular meetings and provide direction and recommendations to ensure that the agreed deliverables are produced satisfactorily according to plans.
- Review Combined Delivery Reports (CDR) prior to certification by the Implementing Partner.
- Appraise the Project Annual Review Report, make recommendations for the next AWP and inform the Outcome Board about the results of the review.
- Review and approve technical reports, make recommendations for follow-on actions.
- Provide ad-hoc direction and advice for exceptional situations when project manager's tolerances are exceeded.
- Assure that all deliverables have been produced satisfactorily.
- Review and approve the Final Review Report, including Lessons-learned report.

QNB (Donor)

The Donor financing the project becomes a natural member of the Project Board. QNB is committed to fulfilling its social responsibilities for a better quality of life for humanity, especially for developing the skills of the new generation and raising an earth-friendly generation. QNB believes that it must do its part in the hope of creating a better future for future generations. QNB supports the implementation of various programs, especially in the areas of sustainability, sustainable development, digital equality, gender equality, sustainable development and empowerment of the next generation.

QNB provides full funding to the programme.

HABITAT ASSOCIATION (Executing / Implementing Partner)

Habitat Association (Habitat) works towards all disadvantaged groups without making any discrimination of religion, language, race, gender, sexual orientation, political view. Habitat executes capacity expanding projects about sustainable development, digital transformation, financial awareness and entrepreneurship contributes to public policy at local, national and global level and initiates good practices. With its huge network from public sector, private sector and civil society; Habitat creates social good, oriented ecosystems with the contribution of all stakeholders. Habitat has been working with UNDP Türkiye and several international corporations in several initiatives with timely deliveries of services by mobilizing volunteers, trainers from the field and from the line ministries through their protocols. Habitat has a pool of master trainers with formation and graduated trainers, who can contribute to the ToT program. Habitat implements innovative methodologies and adapts the newest tools of digital transformation. Therefore, Habitat is identified as the most suitable agency to implement this IP.

Habitat will appoint a Project Manager, who has the authority to run the project on a day-to-day basis. The Project Manager's prime responsibility is to ensure that the project produces the results specified in the project document, to the required standard of quality and within the specified constraints of time and cost.

- The Executive is ultimately responsible for the project implementation. The Executive's role is to ensure that the initiation plan is focused throughout its life cycle on achieving its objectives and delivering outputs that will contribute to higher level outcomes. The Executive must ensure that the project pays attention to value for money principle, ensuring a cost-conscious approach to the project, balancing the demands of supplier.
- Specific Responsibilities (as part of the above responsibilities for the Project Board)
    - Ensure that there is a coherent management organization structure and logical set of plans
    - Set tolerances in the AWP and other plans as required for the Project Manager
    - Monitor and control the progress of the initiation plan at a strategic level
    - Ensure that risks are being tracked and mitigated as effectively as possible
    - Brief relevant stakeholders about initiation plan's progress
    - Organize Project Board meetings
- The Executive is responsible for overall assurance of the work plan as described below. If the work plan warrants it, the Executive may delegate some responsibility for the project assurance functions.

UNITED NATIONS DEVELOPMENT PROGRAMME (Senior Supplier)

The Senior Supplier represents the interests of the parties which provide funding and/or technical expertise to the initiation plan. The Senior Supplier's primary function within the Project Board is to provide guidance regarding the technical feasibility of the initiation plan. The Senior Supplier role must have the authority to commit or acquire supplier resources required. If necessary, more than one person may be required for this role.

The United Nations Development Programme (UNDP) partners with people at all levels of society to help build nations that can withstand crisis, and drive and sustain the kind of growth that improves the quality of life for everyone. On the ground in around 170 countries and territories, we offer global perspective and local insight to help empower lives and build resilient nations.

UNDP will oversee the implementation of the Project by Habitat and offer project support functions for project administration, management and technical support to the Project Manager as required by the needs of the Project or Project Manager.

Specific Responsibilities (as part of the above responsibilities for the Project Board)

- Make sure that progress towards the outputs remains consistent from the supplier perspective
- Promote and maintain focus on the expected output(s) from the point of view of supplier management
- Ensure that the supplier resources required for the initiation plan are made available
- Contribute supplier opinions on Project Board decisions on whether to implement recommendations on proposed changes
- Arbitrate on, and ensure resolution of, any supplier priority or resource conflicts

Presidency of Republic of Türkiye Strategy and Budget Office (SBO) & Ministry of Foreign Affairs

These two Government institutions are natural members of each Project Board.

SBO is the Government coordinating agency of the UNDP in Türkiye and ensures that all UNDP programmes are designed/implemented in line with National priorities.

Ministry of Foreign Affairs gives final approval to all UNDP implemented projects, hence has an overall oversight function under each project.

Project Assurance

The Project Assurance role supports the Project Board by carrying out objective and independent project oversight and monitoring functions. This role ensures appropriate project management milestones are managed and completed.

Project Assurance has to be independent of the Project Manager; therefore, the Project Board cannot delegate any of its assurance responsibilities to the Project Manager. At UNDP Project Assurance function belongs to DRR, Portfolio/Programme Manager and M&E and Knowledge Management Analyst with a clear mandate for oversight and monitoring functions.

Project Management Unit

A Project Management Unit (PMU) will be established by the implementing agency Habitat Association, comprising permanent staff including, Project Manager (PM) and any other support staff appointed for successful completion of this project. The PMU will assist Habitat in performing its role as implementing partner. PMU will be responsible from close surveillance of performance of technical experts if any.

i. Project Manager:

The Project Manager has the authority to run the project on a day-to-day basis on behalf of the Implementing Partner within the constraints laid down by the Board. The Project Manager's prime responsibility is to ensure that the project produces the results specified in the project document, to the required standard of quality and within the specified constraints of time and cost. The PM will be recruited by Habitat Association. The PM will be responsible for overall project coordination and implementation, consolidation of work plans and project papers, preparation of quarterly progress reports, reporting to the project supervisory bodies, and supervising the work of the project experts and other project staff. The PM will also closely coordinate project activities with relevant Government institutions (if applicable) and hold regular consultations with other project stakeholders and partners.

ii. Project Support:

Overall responsibilities: The Project Support role provides administration, management and technical support to the Project Manager as required by the needs of the Project Manager. The provision of any Project Support on a formal basis is optional. In most projects, project support includes HR, procurement and PSC (Program Service Center) services. Habitat Association will utilize its own support teams as a part of their contribution against the overhead.

II. MONITORING

Monitoring Activity	Purpose	Frequency	Expected Action	Partners (if joint)	Cost (if any)
Track results progress	Progress data against the results indicators in the RRF will be collected and analysed to assess the progress of the project in achieving the agreed outputs.	Bi-annually	Slower than expected progress will be addressed by project management.	Habitat	
Monitor and Manage Risk	Identify specific risks that may threaten achievement of intended results. Identify and monitor risk management actions using a risk log. This includes monitoring measures and plans that may have been required as per UNDP's Social and Environmental Standards. Audits will be conducted in accordance with UNDP's audit policy to manage financial risk.	Bi-annually	Risks are identified by project management and actions are taken to manage risk. The risk log is actively maintained to keep track of identified risks and actions taken.	Habitat	
Learn	Knowledge, good practices and lessons will be captured regularly, as well as actively	At the end of the project	Relevant lessons are captured by the project team	Habitat	

	sourced from other projects and partners and integrated back into the project.		and used to inform management decisions.		
Review and Make Course Corrections	Internal review of data and evidence from all monitoring actions to inform decision making.	At least annually	Performance data, risks, lessons and quality will be discussed by the project board and used to make course corrections.	Habitat	
Project Report	A progress report will be presented to the partners and key stakeholders, consisting of progress data showing the results achieved against pre-defined annual targets at the output level, the annual project quality rating summary, an updated risk long with mitigation measures, and any evaluation or review reports prepared over the period.	At the end of the project (final report)		Habitat	
Social Impact Analysis and Assessment Report	Social Impact Analysis and Assessment report will be conducted to measure the social impact of the project.	At the end of the project (final report)	Social Impact Analysis and Assessment measurement tests will be delivered	Habitat	
Project Review	The project's governance mechanism will hold regular project reviews to assess the performance of the project and review the Work Plan to ensure realistic budgeting over the life of the project. In the project's final year, the partners shall hold an end-of project review to capture lessons learned and discuss opportunities for scaling up and to socialize b project results and lessons learned with relevant audiences.	Annually and ad hoc	Any quality concerns or slower than expected progress should be discussed by the project board and management actions agreed to address the issues identified.	Habitat	

III. WORK PLAN

Period[1]:

EXPECTED OUTPUTS	PLANNED ACTIVITIES	TIMEFRAME				RESPONSIBLE PARTY	PLANNED BUDGET			
And baseline, indicators including annual targets	*List activity results and associated actions*	Q1	Q2	Q3	Q4		Funding Source	Budget Description	Amount (USD)	Amount (TRY)
Output 1: The Water Awareness Trainings delivered to children. Number of trainings organized by local volunteers in 20 provinces Baseline: 0 Target: 100 Number of young children between the age of 7-14 attended to face to face trainings Baseline: 0 Target: 3500 (at least 50 % female) Number of online users accessed to website awareness raising materials Baseline: 0 Target: 1500 (at least	1. Recruit a Project Team - Habitat will establish a management structure to conduct management activities to ensure the IP successfully achieve results and provide a progress report at the end of the IP. - A project will be prepared jointly for the continuity and expansion of the programme, after the implementation of IP.	x	x	x	x	Habitat	QNB	71405	$ 28.545,50	₺ 975.000,00
	2. Trainings of Ambassadors (ToT) - The trainings of the volunteer trainers will be organized. The trainings will increase the awareness about the water consumption. A total of 50 volunteer ambassadors will be trained with the 2 trainings of ambassadors to be held. Also 25 QNB Finansbank employees, i.e. 'volunteer financiers', will support the project activities by volunteering to take part in the project activities To organize these trainings the following costs will be covered within the budget: a. The gender sensitive training curriculum development service for water awareness b. Transportation costs for ToT c. Accommodation costs for ToT	x	x	x	x	Habitat	QNB	75705	$ 26.056,92	₺ 890.000,00
	3. World Water Day Fest - The content and operational costs of World Water Day Fest will be covered within the budget. a. The cost of workshop services b. Venue and table rent for fest c. Catering	x	x	x	x	Habitat	QNB	75705	$ 12.764,96	₺ 436.000,00
	4. Website . The cost of web site set-up and development and also animation design costs will be covered. a. Web site server and software, maintenance, technical and creation services b. Animation content service	x	x	x	x	Habitat	QNB	74205	$ 14.960,77	₺ 511.000,00

[1] Maximum 12 months

50 % female) 50 Volunteers ambassadors will be trained Number of volunteers trained Baseline: 0 Target: 50 (at least 50 % women) 25 QNB Finansbank employees will be engaged Number of QNB volunteers trained Baseline: 0 Target: 25 (at least 50 % women) Gender marker: GEN1	5. Fields Visits - The field visits will be organized to build local partnerships to enlarge the outreach of the project. In addition to that, transportation (car rental, oil costs, ticket costs) and accommodation costs, refreshments, meal and stationary costs will be covered within this unit. a. Workshop costs for children b. Transportation cost c. Car rental d. Accommodation	x	x	x	x	Habitat	QNB	71610	$ 5.738,38	₺ 196.000,00
	6. Visibility - The cost of visibility materials a.Roll-up will be printed for the training of trainers and trainings in the fields b.Promotional materials will be given to trainers and training participants to ensure the visibility of the project. (water bottle, notebook, pen, etc.) c.Name badges, certificates of attendance, etc. for the trainings of tariners. paper printing and stationary costs d. Model and material costs to be applied in workshops	X	X	X	X	Habitat	QNB	74215	$ 3.776,79	₺ 129.000,00
	7. Connectivity Charges - The costs of digital ads, SMS system and e-mailing systems to reach the project beneficiaries will be covered within this unit.	x	x	x	x	Habitat	QNB	72440	$ 1.053,99	₺ 36.000,00
	8. Contractual Services - Companies - The cost of independent audit will be covered.	x	x	x	x	Habitat	QNB	72140	$ 3.513,29	₺ 120.000,00
	9. Cargo - The costs of cargo will be paid within this unit.	x	x	x	x	Habitat	QNB	72415	$ 966,16	₺ 33.000,00
	10. NGO Execution Fee (8%)	x	x	x	x	Habitat	QNB	71810	$ 7.790,14	₺ 266.080,00
	Sub-total of Output 1								**$ 105.166,88**	**₺3.592.080,00**
UNDP GMS (8%)									**$ 8.413,35**	**₺ 287.366,40**
Total Project Budget									**$ 113.580,23**	**₺3.879.446,40**
RC Coordination Levy									**$ 1.135,80**	**₺ 38.794,46**
Total Donor Contribution									**$ 114.716,03**	**₺3.918.240,86**

** Donor contribution of (TRY 3,918,240.86) equivalent based on October UNORE and subject to change on the date of deposit.*

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Resilient nations.

ANNEX I

RISK LOG

Project Title: To Life with Water	**Award ID:**	**Date:**

#	Description	Date Identified	Type	Impact & Probability	Countermeasures / Mngt response	Owner	Submitted, updated by	Last Update	Status
	There is a risk that gender based targets may not be achieved due to women's low level interest in some project activities which will result in underachievement of gender based target of the project	*9 October 2024*	4.Operational 4.3. Implementation arrangements	Gender equality shall be achieved P = 2 I = 2 Risk level: Low	Partners will give highest attention to high numbers of participation of women to the programme Some of the activities will be directly organized for only women and girls' participation In the advertisement/ communication of the activities special interests towards having women /girl participants will be openly stated. In the visuals of the advertisement and visibility	QNB, HABITAT, UNDP	Habitat	October 2024	Open

					materials, girls and young women will be in the forefront In case the project lags behind the related equal participation targets, additional activities targeting only women/girl beneficiaries will be organized Activity places and times will be chosen to suit preferences of girls and women in terms of safety, proximity, ease of travel.				
2	*There is a risk that there may be a difficulty in reaching out the target group, due to major emergency conditions in the target cities which would result in underachievement of the number of targets of the project*	*9 October 2024*	Operational	P = 2 I = 2 Risk level: Low	To ensure the reaching out the targeted group, all participants and its stakeholders will use their communication channels. To ensure the reaching out the target group, partnerships will be developed with local authorities, protocols will be signed.	QNB, HABITAT, UNDP	Habitat	October 2024	Open
3	*There is a risk of not being able to organize local and face-to-face trainings, due to unavailability of*	*9 October 2024*	Operational	*I: 2* *P:2* Risk Level: Low	Organizing Online and on-Site meetings and events Organizing Field visits to meet volunteers	QNB, HABITAT, UNDP	Habitat	October 2024	Open

	venues at estimated costs which would result in failure of meeting KPI goals.				Providing promotional kits for volunteer trainers				
4	*There is a risk that decreased motivation of the volunteer trainers due to low capacities of volunteer trainers that may result in underachievement of the number of local trainings.*	*9 October 2024*	Operational	*I: 2* *P:2* Risk Level: Low	Organizing a new training to engage new volunteer trainers Organizing Field visits to meet volunteers Providing promotional kits for volunteer trainers	QNB, HABITAT, UNDP	Habitat	October 2024	Open