



## AMBASSADE ROYALE DE NORVÈGE

Alger

UNDP Algiers  
Att : Farida Kebri  
41, Rue Mohamed Khoudi  
El Biar, Alger  
Algeria

Votre réf. :

Notre réf. : DZA-15/0001 UNDP 2015

Date : 23 November 2015

### GRANT LETTER FOR DZA-15/0001 UNDP 2015

Reference is made to your application dated 29.10.2015 as well as subsequent correspondence regarding financial support to UNDP's program for strengthening the capacity of female parliamentarians (including on local levels) ahead of the 2017 elections.

A Grant of **NOK 552.000** is provided subject to the acceptance of the conditions and procedures specified in this grant letter by the Grant Recipient. This grant letter together with the Grant Recipient's written acceptance shall constitute an agreement (the Agreement) between the Royal Norwegian Embassy of Algiers and the Grant Recipient (the Parties).

The Agreement number should be used in all further correspondence regarding the Grant.

### 1. PURPOSE AND IMPLEMENTATION OF THE ACTIVITY

In June 2015 the network of female parliamentarians was created, as a follow-up of the 2013 Algiers Declaration.

The purpose of this Activity is to reinforce the capacity of the network ahead of the 2017 elections by organising training sessions and workshops, as well as producing reference documents such as listed in the application. The Grant Recipient shall implement the Activity as described in the Agreement and the application, with any agreed adjustments. The Grant Recipient shall also ensure that this Activity is separate from, and on a more advanced level than, the Activity funded by the Embassy in 2014.

The Grant Recipient shall ensure that no part of the Activity is implemented in a way that is in contravention of UN conventions that Norway adheres to or of any UN Security Council resolution.

The Grant Recipient should, if appropriate, acknowledge the Embassy's support in communications and publications related to the Activity.

The Grant cannot be used to fund study trips to European countries.

### 2. THE GRANT

The Grant shall be used exclusively to finance the Activity during the time span of 12 months.

Adresse postale:  
UD v/amb.Alger  
Postboks 8113 Dep  
0032 Oslo  
Norvège

Adresse des bureaux:  
Ambassade Royale de Norvège,  
01, chemin Doudou Mokhtar  
Ben Aknoun, Alger  
Algerie

Téléphone:  
+47 23 95 55 83  
E-mail :  
emb.paris@mfa.no

Référence:  
Silje B. Bryne  
Silje.bryne@mfa.no  
+213 6619 53355  
<http://www.norvege.no>

The Grant is provided as a lump sum based on estimates. Repayment of the funds provided will be required if the agreed conditions for the grant are breached.

Representatives of the Embassy shall at all times be allowed to undertake control measures to verify that the Grant is being used in accordance with the Agreement and hereunder be permitted to visit any premises and examine any records, goods and documents requested.

The full Grant will be disbursed when the Embassy has received the Grant Recipient's written acceptance of the Agreement.

The Grant recipient shall immediately, in writing, acknowledge receipt of the funds.

If the Activity is not carried out as stipulated, the Grant shall be repaid as soon as possible, and at the latest within three months after the Support period has ended. The transaction shall be marked: "Repayment, DZA-15/0001 UNDP 2015".

Repayment shall be made in NOK to the following bank account:

Name of the account:	Ambassaden i Alger
Account no.:	7694 05 14 408
IBAN no.:	NO5976940514408
Name and address of the bank:	DnB ASA, 0021 Oslo, Norway
Swift/BIC code:	DNBANOKK

### **3. FINANCIAL IRREGULARITIES**

The Grant Recipient shall organise its operations and internal control systems in such a manner that financial irregularities, including corruption, theft, embezzlement, fraud, misappropriation of funds, favours and nepotism are prevented. The Grant Recipient shall, without undue delay, inform the Embassy about any suspicion of financial irregularities that the Grant Recipient becomes aware of during the implementation of the Activity. The matter will then be handled in line with the Norwegian Ministry of Foreign Affairs' guidelines for dealing with suspicions of financial irregularities. Further, the Grant Recipient shall during the implementation of the Activity not directly or indirectly demand, receive, accept, offer or give any kind of gift, payment or benefit that could be construed as illegal or corrupt practice.

### **4. PROCUREMENT AND EQUIPMENT**

Any procurement to be undertaken under the implementation of the Activity shall be based on competition, so that the best possible conditions may be obtained.

When the total value of a procurement exceeds NOK 100 000 ex VAT, the Grant Recipient shall keep a procurement record that documents assessments and decisions during the whole procurement process from the planning stage to the signing of the contract.

The same applies to procurement undertaken by any cooperating partners of the Grant Recipient, and the Grant Recipient shall include in its agreement with the partner requirements equivalent to those mentioned above.

The right of ownership to equipment and consumables procured by use of the Grant shall vest in the Grant Recipient or its cooperating partner, unless otherwise indicated in the Application. All matters associated with such equipment and consumables are the exclusive responsibility of the Grant Recipient.

## 5. REPORTING

A brief **final report** for the Activity shall be submitted to the Embassy two months after the project ends, and at the latest 14 months after having received the grant. The report shall be signed by an authorised representative of the Grant recipient. The format of the final report shall make it possible to compare results with the information set out in the Application. It shall give a brief summary of the Activity, the most important results (products and services delivered, outputs, and, if possible, the Activity's effect on the target group, outcome). Any deviations should be described and accounted for. Two copies of the publications shall be attached to the report.

## 6. BREACH OF AGREEMENT AND DISPUTES

In the event of material breach of the Agreement, including if it is documented that all or part of the Grant has not been used in accordance with the Agreement, if the use of funds has not been satisfactorily accounted for, and/or if financial irregularities have taken place, the Embassy may, following consultation with the Grant Recipient, cancel the Agreement, and/or claim repayment of all or part of the Grant.

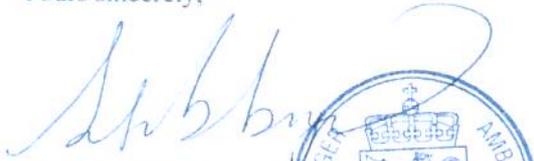
If any dispute arises relating to the implementation or interpretation of the agreement, the Parties shall seek to reach an amicable solution. Any dispute that cannot be solved amicably shall be referred to the ordinary courts of law.

## 7. ENTRY INTO FORCE - DURATION - SIGNATURE

The Agreement shall enter into force on the date of the Grant Recipient's acceptance, as described below, and shall remain in force until both Parties have fulfilled all obligations arising from it. Whether these obligations shall be regarded as fulfilled shall be decided in consultation between the Parties.

If the conditions set out above are acceptable to the Grant Recipient, acceptance is given by signing a copy of this letter and returning the signed copy to [emb.alger@mfa.no](mailto:emb.alger@mfa.no) with a copy to [Silje.bryne@mfa.no](mailto:Silje.bryne@mfa.no).

Yours sincerely,

  
Silje Bjarkås Bryne  
Chargé d'affaires, a.i.



**8. ACCEPTANCE – TO BE FILLED IN BY GRANT RECIPIENT**

The Grant Recipient accepts the conditions set out in this agreement. The Grant shall be transferred to bank account stated in the application.

Place: *Algiers*

Date: *24/11/2015*

Signature:

*[Handwritten Signature]*

for UNDP Algiers

Name: *RANDA ABOUL - HOSN*

Title: *Resident Representative a.i.*

Unit:

