



EUROPEAN COMMISSION
DIRECTORATE-GENERAL HUMANITARIAN AID AND CIVIL PROTECTION (ECHO)

CONTRIBUTION AGREEMENT WITH UN AGENCIES

AGREEMENT NUMBER - ECHO/-XA/BUD/2011/91012

The European Union (“the Union”), represented by the European Commission (“the Commission”), itself represented for the purposes of signature of this Agreement by **Esko KENTRSCHYNSKYJ, Head of Unit, DIRECTORATE-GENERAL HUMANITARIAN AID AND CIVIL PROTECTION (ECHO)**,

of the one part,

and

**UNITED NATIONS DEVELOPMENT PROGRAMME,
1, United Nations Plaza 10017 NEW YORK New York**

(“the International Organisation”), represented for the purposes of signature of this Agreement by **Antonio VIGILANTE, Director of UNDP Brussels Office** of the other part,

hereafter referred to as “the Parties”,

HAVE AGREED

the following **General Conditions, Special Conditions and Annexes:**

- Annex I** Description of the Action;
- Annex II** Financial overview of the Action;

which form an integral part of this Contribution Agreement (“the Agreement”).

The **General Conditions applicable to European Union contribution agreements with International Organisations for humanitarian aid Actions**, (“the General Conditions”), which the Organisation declares to have read and accepted, shall apply. The General Conditions comply with the provisions of the Financial and Administrative Framework Agreement, (hereafter referred to as Fafa), between the European Union, represented by the European Commission, and the United Nations, signed on 29 April 2003.

The terms set out in the General Conditions shall take precedence over those in the Annexes.

The terms set out in the Special Conditions shall take precedence over those in the other parts of the Agreement.

SPECIAL CONDITIONS

ARTICLE 1 - PURPOSE

- 1.1 Subject to the conditions established in this Agreement, the Commission will contribute to the eligible costs of the humanitarian aid Action entitled **Information management support by the Myanmar Information Management Unit (MIMU) to humanitarian assistance in Myanmar**, (“the Action”) implemented by the International Organisation.
- 1.2 The description of the Action is annexed to this Agreement (Annex I). The International Organisation shall ensure that the Action is carried out in accordance with the description of the Action and the related proposal submitted on **15/03/2011** and registered at the **DIRECTORATE-GENERAL HUMANITARIAN AID AND CIVIL PROTECTION (ECHO)** under reference **11.9900179**. The proposal and any possible additional information and modifications are an integral part of this Agreement.
- 1.3 This Agreement will be subject to the procedures applicable for the P control mechanism as defined in Article 1.4 of the General Conditions.

ARTICLE 2 – ENTRY INTO FORCE OF THE AGREEMENT AND IMPLEMENTATION PERIOD OF THE ACTION

- 2.1 Subject to the conditions laid down in Article 9 of the General Conditions, the Agreement shall enter into force on the date of receipt by the Commission of one of the originals of the Agreement duly signed by both Parties.
- 2.2 The implementation period of the Action shall run for **12 months from 01/06/2011** (“the start date of the Action”).
- 2.3 Subject to the conditions laid down in Article 18 of the General Conditions, expenditure is eligible from **01/06/2011**.

ARTICLE 3 – FINANCING THE ACTION

- 3.1 The direct costs of the Action eligible for European Union financing are estimated at EUR **455,486.00**. In accordance with Article 18.7 of the General Conditions, indirect costs are calculated at EUR **31,884.00**, i.e. 7.00 % of the direct costs. The total eligible costs of the Action are estimated at EUR **487,370.00**, as set out in the financial overview in Annex II.
- 3.2 The European Union undertakes to finance a maximum of EUR **300,000.00**.
- 3.3 The final amount of the European Union contribution shall be determined in accordance with Article 21 of the General Conditions.

ARTICLE 4 – SUBMISSION OF REPORTS

- 4.1 **Five months** before the end of the implementation period of the Action established in Article 2.2, the International Organisation shall submit an Intermediate report on the Action’s implementation, covering the implementation up to one month before the reporting date.
- 4.2 The International Organisation shall submit the Final narrative and financial report within three months after the end of the implementation period of the Action.

ARTICLE 5–PAYMENT ARRANGEMENTS

5.1 Pre-financing payments

In accordance with Article 20.1 of the General Conditions, the Commission shall make a pre-financing payment of EUR **240,000.00**, representing **80 %** of the amount specified in Article 3.2 hereof.

5.2 Payment of the balance

The request for payment of the balance shall be accompanied by the Final narrative and financial report as specified in Article 21.3 of the General Conditions. The approval of the Final reports will be given in accordance with the procedure established in Article 21 of the General Conditions.

ARTICLE 6 – BANK ACCOUNT

6.1 Payments shall be made to the International Organisation's bank account denominated in EUR indicated below:

Name of bank: **ING Belgium**

Address of branch: **24, Avenue Marnix**

Precise denomination of the account holder: **United Nations Development Programme UNDP**

Full account number (including bank codes): **BE80 301-0186139-77**

IBAN account code, (or BIC country code if the IBAN code does not apply): **BE80 301018613977**

ARTICLE 7– CONTACT ADDRESSES

Any communication relating to this Agreement shall be in writing, shall state the number of the Agreement and the title of the Action, and shall be sent to the following addresses:

To the Commission:

European Commission

DIRECTORATE-GENERAL HUMANITARIAN AID AND CIVIL PROTECTION
(ECHO)

Mr KENTRSCHYNSKYJ Head of Unit **ECHO.B.5**

B-1049 Brussels

Belgium.

Official email address: ECHO-CENTRAL-MAILBOX@ec.europa.eu

Person following the Agreement:

Mrs CORREIA NUNES

email : jenny.correia-nunes@ec.europa.eu

To the International Organisation:

UNITED NATIONS DEVELOPMENT PROGRAMME

Mr Antonio VIGILANTE

Director of UNDP Brussels Office

Rue Montoyer 14

B-1000 Brussels

Official email address: brussels.office@undp.org

Person(s) following the Agreement:

- Mr Antonio Vigilante
e-mail: brussels.office@undp.org

- Mr Bishow Parajuli
e-mail: bishow.parajuli@undp.org

ARTICLE 8 – SPECIFIC CONDITIONS APPLYING TO THE ACTION

8.1 *Not applicable*

8.2 *Not applicable*

8.3 The rules applicable to multi-donor actions shall apply to this Agreement.

SIGNATURES

Done in two originals in the English language, one for the Commission and one for the International Organisation.

For the International Organisation

For the Commission

AP Antonio VIGILANTE,
Director of UNDP Brussels Office

M Esko KENTRSCHYNSKYJ,
Head of Unit

Signature

Signature

Done at

Done at Brussels, on

Brussels

05 JUL. 2011

16/06/11

ENCLOSURES

Annex I Operational overview of the Action;
Annex II Financial overview of the Action.

4. OPERATIONAL FRAMEWORK

4.3.1 OPERATIONAL OVERVIEW OF THE ACTION : Logical framework

Title of the Action

Information management support by the Myanmar Information Management Unit (MIMU) to humanitarian assistance in Myanmar

principal objective

Support to and enhancement of humanitarian information systems essential to the coordination of humanitarian assistance

Intervention logic	Objectively verifiable indicators	Sources of verification	Risks and assumptions
<p>specific objective</p> <p>Support the delivery of humanitarian assistance and programming through the delivery of information products and services, the promotion of good information management practices.</p>	<p>indicator 1</p> <p>Effective information management systems are in place to support coordination and programming.</p> <p>target value</p>	<p>source of verification 1</p> <ul style="list-style-type: none"> - MIMU progress reports to the UN RC/HC and the Steering Committee - Production of products using data delivered from key partners. - Number of products produced and distributed. 	<p>Assumption: coordination mechanisms place sufficient priority on information management to keep the information network viable.</p> <p>Risk: the host government imposing restrictions on the UN/INGOs (which would impact partners as well as the MIMU directly)</p>
<p>result 1</p> <p>Data sets and information products are built upon for a country-wide coverage as well as more in-depth regional coverage of priority areas with an emphasis on the Southeast, with the intention of providing coordination and planning tools to prioritize project interventions in favour of vulnerable populations and avoid gaps and duplication of efforts in the humanitarian response.</p>	<p>indicator 1.1</p> <p>Core IM products are produced and updated with a focus on priority geographic areas identified by the UNCT, including the Eastern border area.</p> <p>target value</p> <p>weekly, monthly, quarterly, bi-annual</p>	<p>source of verification 1.1</p> <p>3W reports and maps, contact lists, meeting schedules, training schedules, assessment tracking.</p>	
	<p>indicator 1.2</p> <p>At least three series of GPS trainings are organized for staff of humanitarian/development organisations.</p> <p>target value</p> <p>at least 3 GPS trainings</p>	<p>source of verification 1.2</p> <p>Pcodes</p>	
	<p>indicator 1.3</p> <p>Maps are produced to support humanitarian intervention and to set a platform for humanitarian activities (min.</p>	<p>source of verification 1.3</p> <p>Base maps, thematic maps, customized maps</p>	

<p>100 thematic/sector maps quarterly, min. 10 geographic maps monthly & min. 10 customized)</p> <p>target value <input type="text" value="min. 100 thematic quarterly, 20 monthly"/></p>	<p>indicator 1.4</p> <p>MIMU acts as a data repository for Myanmar humanitarian information, by identifying and cataloging key data sets and indicators for Myanmar, and produces information products using the aforementioned</p> <p>target value <input type="text"/></p>	<p>indicator 1.5</p> <p>Dissemination mechanisms are in place and used by partners to access products and services.</p> <p>target value <input type="text" value="maintain current numbers of users"/></p>
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source of verification 1.4

source of verification 1.5

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activity 1.1

The MIMU coordinates information activities and data efforts among key partners.

activity 1.2

3W database is further developed and maintained with both development and emergency data.

activity 1.3

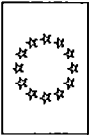
The MIMU produces base maps and customized maps on demand.

Preconditions

Humanitarian/recovery actors are willing to share information and have the capacity to do so.

Current technical equipment is maintained and/or procured as necessary to ensure MIMU needs are met.

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EUROPEAN COMMISSION
DIRECTORATE-GENERAL HUMANITARIAN AID AND CIVIL PROTECTION (ECHO)
FRAMEWORK PARTNERSHIP AGREEMENT

Name of the international organisation
Title of action

: UNITED NATIONS DEVELOPMENT PROGRAMME
: Information management support by the Myanmar Information Management Unit (MIMU) to humanitarian assistance in Myanmar

: ECHO/-XA/BUD/2011/91012 - ANNEX II

Agreement number

FINANCIAL OVERVIEW

ELIGIBLE COST OF ACTION		FUNDING OF ACTION	
Personnel costs	383,337.00	Direct revenue from Action	0.00
Equipment costs	12,337.00	Contribution by applicant	0.00
Consumables and Goods costs	16,389.00	Contribution by other donors	187,370.00
Other costs	43,423.00	Contribution requested from ECHO	300,000.00
Subtotal direct costs	455,486.00	% of total funding	
Indirect costs (max. 7%)	31,884.00	Contribution by beneficiaries	0.00
Total Costs	487,370.00	Total funding	487,370.00

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