



USAID

FROM THE AMERICAN PEOPLE

Mr. Andrew Russell

June 22, 2017

Resident Representative

United Nations Development Program (UNDP), Pristina, Kosovo

Zagreb Street, no. 39

Prishtina, 10000, Kosovo

Subject: Grant No. AID-167-IO-17-00002
Public Pulse III

Dear Mr. Russell:

Under the authority contained in the Foreign Assistance Act of 1961, as amended, the U.S. Agency for International Development (USAID) hereby grants to UNDP (the Recipient), the sum of \$347,004 to provide support for a program in Kosovo, as described in Attachment 1 (the Schedule) of this grant and in Attachment 2, entitled "Program Description." This grant is effective and obligation is made as of the date of this letter and will apply to expenditures made by the Recipient in furtherance of program objectives during the period beginning with the effective date and ending on June 22, 2020 (three years).

This grant is made to the Recipient on condition that the funds are administered in accordance with the terms and conditions as set forth in Attachment 1 (the Schedule); Attachment 2 (the Program Description); and Attachment 3 (the Standard Provisions); all of which have been agreed to by your organization.

Please sign the original copy of this letter to acknowledge your receipt of the Award, and return to the Agreement Officer for countersignature.

Sincerely yours,

Carlton Bennet
Agreement Officer

Attachments:

1. Schedule
2. Program Description
3. Standard Provisions

ACKNOWLEDGED:

UNDP

BY: Alessandra Roccasalvo
TITLE: Deputy Resident Representative
DATE: 22/6/2017

FISCAL DATA

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Prog Elem: A140
Obligated Amount: \$200,000

TABLE OF CONTENTS

ATTACHMENT 1: SCHEDULE	6
A.1 PURPOSE OF GRANT	6
A.2 PERIOD OF GRANT.....	6
A.3 AMOUNT OF GRANT AND PAYMENT.....	6
A.4 GRANT BUDGET.....	6
A.5 REPORTING AND EVALUATION.....	6
A.6 TITLE TO PROPERTY	7
A.7 PROGRAM PROCUREMENT OF GOODS AND SERVICES	8
A.8 AGREEMENT OFFICER'S REPRESENTATIVE (AOR)	8
A.9 ENVIRONMENTAL COMPLIANCE.....	8
A.10 PROJECT OVERSIGHT	8
A.11 PAYMENT OFFICE.....	8
A.12 ADMINISTRATIVE OFFICE.....	8
A.13 RESOLUTION OF CONFLICT	8
ATTACHMENT 2: PROGRAM DESCRIPTION	9
I. INTRODUCTION.....	9
VI. RESULTS FRAMEWORK	15
TARGETS (by frequency of data collection).....	15
DATA COLLECTION METHODS & RISKS.....	15
FINAL	15
VII. MONITORING AND EVALUATION	17
VIII. LEGAL CONTEXT.....	22
IX. RISK MANAGEMENT.....	23
ATTACHMENT 3: STANDARD PROVISIONS	26
I. MANDATORY STANDARD PROVISIONS FOR COST-TYPE AWARDS TO PUBLIC INTERNATIONAL ORGANIZATIONS (PIOS)	26
1. Allowable Costs (April 2011)	26
2. Amendment (April 2011)	26
3. Nonliability (April 2011)	26
4. Notices (April 2011)	26
5. Payment (Letter of Credit) (April 2011)	26
6. Audit and Records (UN) (April 2011).....	27
Amended for UNDP	27
7. Refunds (April 2011).....	27
8. Award Budget Limitations and Revisions (April 2011).....	28
9. Termination Procedures (April 2011).....	28
10. Financial Management, Procurement, and Evaluation (April 2011)	29
11. Dispute Resolution (April 2011).....	29
12. Title to and Disposition of Property (April 2011)	29
13. USAID Disability Policy and UN Convention on the Rights of Persons with Disabilities Assistance (April 2011)	29
14. Terrorist Financing Clause (UN) (April 2011)	29

II. REQUIRED AS APPLICABLE STANDARD PROVISIONS FOR COST-TYPE AWARDS TO PUBLIC INTERNATIONAL ORGANIZATIONS30

- 1. Prohibition on Police Assistance (April 2011)30**
- 2. Prohibition on Assistance to Military or Paramilitary (April 2011).....30**
- 3. Publications and Media Releases (April 2011).....30**
- 4. Reporting of Foreign Taxes (UN) (April 2011)30**
- 5. Foreign Government Delegations to International Conferences (April 2011)31**
- 6. Standards for Accessibility for Persons with Disabilities in USAID Assistance Awards Involving Construction (Standard) (April 2011)31**

ATTACHMENT 1: SCHEDULE**A.1 PURPOSE OF GRANT**

The purpose of this Grant is to provide support for the program described in Attachment 2 to this Grant entitled "Public Pulse III" in Kosovo.

A.2 PERIOD OF GRANT

1. The effective date of this Grant is the date of the cover letter. The completion date of this Grant is June 22, 2020.
2. Funds obligated hereunder are available for program expenditures for the estimated period from June 23, 2017 to June 22, 2018. As shown in the Grant Budget below.

A.3 AMOUNT OF GRANT AND PAYMENT

1. The total estimated amount of this grant for the period shown in A.2 above is \$347,004.
2. USAID hereby obligates the amount of \$200,000 for program expenditure during the period as shown in A.2.2 and as shown in the Grant Budget.
3. Payment will be made to the Recipient in accordance with the procedures set forth in Attachment 3 (the Standard Provisions).
4. Additional funds up to the total amount of the grant shown in A.3.1 above may be obligated by USAID subject to availability of funds, the mutual agreement of the parties to proceed, and the requirements of Standard Provision of the Grant entitled "Revision of Grant Budget."

A.4 GRANT BUDGET

The following is the Grant Budget. Revisions to this Budget may be made only in accordance with the Standard Provision of this Grant entitled "Award Budget Limitations and Revisions (April 2011)."

Direct Program Cost:	\$162,000
Other Direct Program Cost	\$159,300
Indirect Cost:	\$ 25,704
Total USAID Contribution	\$374,004
Cost Share(UNDP parallel funding):	\$80,200
Total Project cost :	\$427,204

A.5 REPORTING AND EVALUATION

The Recipient must submit by email a copy of the Standard Form 425 (SF-425) on a quarterly basis to the Agreement Officer and the Agreement Officer's Representative within 30 calendar days after quarter-end.

Electronic copies of the SF-425 can be found at

http://www.whitehouse.gov/omb/grants/standard_forms/ff_report.pdf

Line item instructions for completing the SF-425 can be found at:

http://www.whitehouse.gov/omb/grants/standard_forms/ffr_instructions.pdf

USAID expects high quality reporting in English. Reports must be professionally executed, avoiding typos, grammatical errors, and language that may be deemed offensive to partners. Each of the reports must be submitted electronically and in hard copy [one (1) original]. Electronic versions of the reports must be submitted using Microsoft Word, Excel, or PowerPoint software.

Annual Work Plan

The Recipient must submit an Annual Work Plan of its activities during the first year of the program within 30 days of the effective date of the Grant for AOR's review. The Recipient must then submit the revised Work Plan to the AOR for approval not later than 15 days from receipt of USAID's comments and/or suggestions. The Recipient will establish a realistic timeframe for implementing the project in the first annual Work Plan, and correct the timeframe from the original project description, as appropriate. Subsequent Annual Work Plans must be submitted 30 days prior to commencement of the subsequent year of the Grant. The Work Plan must include a timeline and benchmark indicators for achieving the objectives of each component of the program and also include achievements against standard and/or customized indicators of the previous year.

Monitoring and Evaluation Plan: Within 30 days of award, Recipient must submit a Monitoring and Evaluation Plan for USAID's approval. Program M&E Plans must contain the performance indicators that the Recipient proposes to use to objectively measure progress towards achieving the goal and each of the results described in the Program Description, with definition and unit of measure, as well as baselines and targets. The Recipient must consider data quality issues for all indicators reported to USAID. The Recipient must conduct Data Quality Assessments (DQAs) for all required indicators.

The DQAs must be conducted as soon as the program is implemented. These DQAs must be attached to the M&E Plan once completed.

Semi-annual Progress Reports: Semi-annual progress reports must be submitted on a semi-annual basis, 30 days after the end of the reporting period.

Final Report: The Final Performance Report must be submitted within 90 days of the expiration or termination of the award.

Semi-annual progress reports and the final performance report must generally contain brief information on each of the following:

- A comparison of actual accomplishments with the goals and objectives established for the period. Whenever appropriate and the output of activities can be readily quantified, such quantitative data must be related to cost data for computation of unit costs.
- Reasons why established goals were not met, if appropriate, and corrective actions that have been taken/are planned.
- Other pertinent information, including actual performance indicator data that is due during the reporting period and, when appropriate, analysis and explanation of cost overruns or high unit costs.
- Challenges, opportunities, unexpected outcomes, and learning.
- A Gantt chart or similar project management tool to order activity milestones, outputs, and outcomes in a time sequential manner showing dependency.

Reports must be submitted to: (1) the AOR; and (2) the Development Experience Clearinghouse at <http://dec.usaid.gov/>.

A.6 TITLE TO PROPERTY

Title to all property acquired and financed hereunder shall vest in the Recipient, subject to the requirements set forth in Standard Provision of this Grant entitled: "Title to and Disposition of Property (April 2011)", incorporated herewith.

A.7 PROGRAM PROCUREMENT OF GOODS AND SERVICES

The Recipient is authorized to procure goods and services under Geographic Code 937 using funds from this Grant, except for restricted commodities under ADS 312. A waiver must be obtained from USAID in accordance with ADS 312 prior to the purchase of restricted commodities. ADS 312 can be accessed at <http://transition.usaid.gov/policy/ads/300/312.pdf>.

A.8 AGREEMENT OFFICER'S REPRESENTATIVE (AOR)

The USAID Agreement Officer's Representative (AOR) for this program will be designated in a separate Memorandum.

A.9 ENVIRONMENTAL COMPLIANCE

USAID relies on the Recipient's internal environmental policies and regulations to be used in regards to the implementation of the project.

USAID's bureau environmental officer has determined that this activity meets USAID's definition of a categorical exclusion.

A.10 PROJECT OVERSIGHT

USAID/Kosovo
Office of Program and Policy Office
Arberia, Ismail Qemali Str., House 1,
10000 Pristina
Kosovo

A.11 PAYMENT OFFICE

US Agency for International Development
Office of Financial Management
M/FM/CMP, Room 7.07-104A
1300 Pennsylvania Avenue, NW
Washington, DC 20523

A.12 ADMINISTRATIVE OFFICE

USAID/Kosovo
Regional Contracting Office
Arberia, Ismail Qemali Str., House 1,
10000 Pristina
Kosovo

A.13 RESOLUTION OF CONFLICT

Conflicts between any of the attachments of this Grant shall be resolved by applying the following descending order of precedence:

- Attachment 1 - Schedule
- Attachment 3 - Standard Provisions
- Attachment 2 - Program Description

[END OF ATTACHMENT 1]

ATTACHMENT 2: PROGRAM DESCRIPTION PUBLIC PULSE III

I. INTRODUCTION

Public Pulse III, will further contribute to strengthening of the capacities of central and local public institutions for utilization of research and data for policy-making and accountability. Specifically, perceptions of citizens on pertinent issues will be highlighted by biannual opinion polls and respective briefs and annual analysis; these will serve as the bases for dialogue with Kosovo public institutions in order to develop capacities for an informed decision-making process. The opinion polls, targeted polls and focus groups will provide first hand evidence on the perceptions and opinions of the public on the development issues facing Kosovo. The data from the research will serve for targeted analysis and for developing follow-up actions for addressing specific issues in cooperation with Kosovo public institutions. Specifically, the next phase of PPP will achieve the above-mentioned targets through the provision of the following research products: (a.) six (6) biannual "Public Pulse Briefs" prepared and published; (b.) the development and maintenance of an online Data Visualisation Platform and (c) three (3) 3 Public Pulse Analysis based on targeted surveys, existing opinion poll data as well as in-depth interviews and focus groups for selected topics.

The project will continue to demonstrate the importance of valuable data collection and their impact in strategies and policies performance of institutions, following PP I and PP II under which data and perceptions formed the bases for planning in many Kosovo and international organisations operating in Kosovo. They also draw the attention of the policy makers on areas needed improving as result of the reports.

II. DEVELOPMENT CHALLENGES

The Kosovar society is going through a transitional phase of democratic consolidation. This transition coincides with a slight progress in Kosovo's EU integration path, as well as human rights and the reintegration of minorities. Nonetheless, this transition phase is also characterized by gaps in institutional capacities, challenges in the implementation of justice and rule of law reforms, delays in the implementation of agreements reached during negotiations between Kosovan and Serbian leaders in Brussels, and difficulties in combating corruption. Considering both the positive and negative trends that exist in Kosovo, consistent measurements of Kosovans' perceptions of the implementation of democratization policies and practices continues to be important for keeping Kosovar institutions and citizens well informed.

Maintaining channels of communication between public institutions and the general public remains a key factor of stability and further democratization in Kosovo. Since 2002, the Early Warning System Project (EWS), which was preceded by the Public Pulse Project (PPP) since 2010, has tried to do exactly that through monitoring citizen perceptions and sector specific trends. The research conducted included opinion polls and focus groups and resulted in published key findings related to Kosovans' perceptions on political and institutional stability as well as economic and social welfare. Both the EWS and the PPP have facilitated the dialogue between governing institutions and the general public in Kosovo. The development objective of these research projects was to build the capacity of local leadership so they could foresee potential crisis, monitor the development of the democratization processes, as well as design evidence-based strategies. With this project a total of 46 opinion polls were conducted and numerous reports were published. During this process, more than 350 local experts from civil society, private sector and Kosovo institutions participated in preparation of reports. KEWS Reports were intended as strategic planning and policy tools for development and use recommendations for preventative measures derived from trend analysis and monitoring of key sector indicators. Public Pulse Project established the mechanisms for follow-up actions in cooperation with Kosovo institutions. This mechanism developed Actions Papers and Public Pulse Analysis documents which

contain conclusions and recommendations for addressing issues highlighted by opinion poll research with the aim of establishing a dialogue between public institutions and citizens.

For more than a decade, the EWS and PPP, which rely on the same research methodology, provided Kosovo stakeholders with crucial data on institutional and socio-economic stability, while serving as an essential analytical tool for peace building and development efforts in Kosovo. The Public Pulse Project, launched in 2010, focuses on measuring Kosovans' satisfaction with key executive, legislative, and judicial institutions. In addition to the EWS indicators, the PPP developed new indicators on democratization, economic development and social acceptance trends in Kosovo. Since 2013, twenty-two research products were launched, which presented both data and indicators from opinion and targeted polls, as well as conclusions and recommendations from focus group meetings with experts and stakeholders. Twelve Public Pulse Reports, seven Action Papers and three Public Pulse Analysis documents provided analysis on selected topics. Combined, these documents facilitated capacity development for a range of public institutions in Kosovo. By providing parallel support in research methodologies and drafting recommendations to address issues highlighted by our research, the findings also supported various institutions to develop evidence-based strategies.

The data, information and analysis has also served several national and international experts and institutions when conducting research, analysis, and follow-up actions; this has increased the value-added of the project activities and the relevance of the work.

III. STRATEGY AND PROJECT OBJECTIVES

The project is in line with UNDP programme Outcome 5 - Rule of law system and institutions are accessible to all and perform in a more efficient and effective manner. It also provides valuable evidence for the international community operating in Kosovo, aiding improved planning and prioritisation.

The Public Pulse III will continue the work on research and analysis of pertinent issues and serve as a watchdog that will constructively engage the Kosovo's public institutions in research. In cooperation with national institutions UNDP will aim to increase capacities for utilization of data and research methodologies to address problems and issues as to assure stability and facilitate dialogue between public institutions and citizens.

The project will be implemented through three main activities:

Activity 1: Public Pulse Briefs - the brief reports will be prepared based on biannual opinion poll survey data. A total of six briefs will be produced during the project cycle. All reports will be published in three languages: English, Albanian and Serbian.

The Public Pulse III project cycle will start with a survey of 1,300 persons which will be conducted by contracted local organizations/institutions in order to capture the public opinion on key developments and the performance of various institutions in Kosovo. The results of the survey will then be compiled into a 18-20-page publication "Public Pulse" presenting the indicators for: 1) political and institutional stability; 2) economic and social stability; 3) inter-ethnic relations and 4) public and personal security. This will be achieved using research data to increase the awareness of public institutions about the level of public confidence in institutional capabilities, while contributing to the capacity of these institutions to deliver services which meet citizen needs. Perceptions of the citizens related to the democratic processes, socio-economic conditions and security will be obtained through surveys with traditionally applied methodology by Public Pulse. The Public Pulse will be carried out in a participatory manner and will contain in depth analysis of the data to provide some context to the perceptions of the citizens on specific issues. In addition to the current indicators, a new indicator on environment will be established and used in future reporting.

The Public Pulse III will continue presenting the statistical analysis of survey data and will be launched in a media event and made public through email dissemination, through the UNDP website and social media. The most important indicators and trends from the survey will be presented through visual data such as infographics and interactive graphs, charts and tables. To increase participation and feedback of key actors, the Public Pulse III will be presented to relevant stakeholders, i.e. representatives of the institutions whose performance is assessed in the survey. Indicators will be monitored on a periodic basis throughout the project thus allowing for trend analysis over 36 months. Data and indicators from the opinion poll will be disaggregated by gender providing specific data for both men and women, as well as by ethnic groups, age, residence (urban/rural) and other demographic variables, providing detailed information on differences in perceptions and developmental problems faced by various groups.

Activity 2: Public Pulse Data Visualization Component at United Nations Kosovo Team Platform - to maximize the usage of past, current, and future data gathered through surveys, increase citizen engagement in policymaking at the central and local level, and enhance accountability and transparency. The purpose for the platform developed by UNKT is threefold: to collect data and measure progress on achievement of relevant indicators for Sustainable Development Goals, collect data and measure progress on achievement of relevant indicators for Millennium Challenge Corporation and as third component data visualization of Public Pulse. Actions under this activity will be funded by UNDP.

Public Pulse data, making the third component of the platform, will provide for data visualization of public pulse data sets, will offer a user-friendly interface which allows policy makers and researchers as well as all international and Kosovo institutions to make use of the Public Pulse survey results collected since 2010 that will be entered in to the platform. The access to the platform will be open enabling all users to compare data of PP throughout many years and simultaneously, since it's the same web application, PP data can be compared with other data in the other two components. This will help researchers and institutions to highlight emerging trends related to democratic developments, political and institutional stability, inter-ethnic relations and security related issues.

Data gathered through Early Warning System since 2002 will be entered in the platform, which is the predecessor of the Public Pulse, so comparison of trends in more than a decade will be possible given that all EWS and PP research have used the same research methodologies for data collection.

The third component of UNKT's interactive Data Visualization Platform will be designed for presentation of EWS and Public Pulse indicators. The rank and order of the indicators will be based on the instructions given by the Public Pulse Team and present a profile for each chapter of the EWS/PPP. To track the development of trends related to each of the indicators from 2002 until 2016, the indicators presented will be detailed, disaggregated and inclusive.

The decision makers, civil society organizations and international stakeholders - including the UNDP and USAID can use the platform component to compare and download various datasets and trends – and do concrete and comprehensive analysis upon which to base future actions and priorities. The Public Pulse team will continuously feed the platform with new data which will be collected through future Public Pulse research. Placing all the indicators in a same platform will provide an easier access to all indicators reflected in all three components of the platform and serve as a first-hand evidence to the local and international researchers/organizations interested in writing academic articles and/or designing strategies and programmes, work plans for their respective institutions/organizations.

Through provision of online/free accessibility of datasets, the project tends to promote ongoing learning and education of the Kosovans and other potential users of the Visualization Platform. The main task will be to conceptualize, design, and develop interactive charts that are easy to understand and compare trends. The databases are considered as intellectual property, therefore all intellectual property rests with UNDP during the life of the project. UNDP and USAID will jointly decide based on their rules and policies to transfer the

intellectual property to the Kosovo Agency for Statistics. UNDP is responsible to maintain the datasets and the visualizer platform during the period of the Public Pulse activity (2017 – 2020). The methodology of calculating the Public Pulse indicators, is clearly defined and explained within the reports, hence it prevents data misinterpretation.

The project team and UNDP IT team will liaise with KAS to ensure IT system compatibility and (hardware and software) in which case UNDP IT specialists can provide relevant training for KAS staff.

Activity 3: Public Pulse Analysis which will be prepared based on targeted surveys, existing opinion poll data as well as statistical data from third sources in-depth interviews and focus groups for selected topics.

A total of three Public Pulse Analysis, one per year, will be produced during the project cycle. They will be developed based on detailed statistical analysis, public opinion poll trends and policy recommendations. These research products will be prepared in cooperation with selected local expert and will utilize findings from: targeted surveys, opinion poll data, focus groups in-depth interviews, and materials from third sources. The Analysis will be based on in-depth research of a pertinent issue relevant for the period when the research is conducted. The main criteria for the selection of the topic for Public Pulse Analysis will be the public debate and the most pressing issues faced by Kosovo's society and institutions at a particular point in time. As the future EU membership is a declared a priority of the Kosovo's public institutions and a key development driver, the selected topics might tend to address some of the issues related to this priority. All publications will be in English, Albanian, and Serbian languages.

IV. RESULT AND PARTNERSHIP

Expected Results

The expected result is increased capacities of democratic institutions to utilize research and data for policy-making and accountability. Considering that previous bi-annual PP briefs have been widely used by stakeholders (i.e. public institutions, international organization, local and international civil society actors, etc.) in Kosovo, the new phase of the PPP presents an opportunity to strengthen the contribution of PP products to Kosovo's democratization and general socio-political and economic development.

Consistent measurement of Kosovans' perceptions of the implementation of democratization policies and practices is extremely important because it keep both citizens and institutions well-informed. To this end, building on already acquired expertise, UNDP will continue to conduct biannual opinion polls which highlight citizen perceptions of relevant issues, thus leading to policies which reflect the voices and needs of Kosovars. This will assure the maintenance of channels of communication between public institutions and the general public, and facilitate further democratization in Kosovo.

Resources Required to Achieve the Expected Results

Given the context and the politically sensitive environment in Kosovo, this project will be implemented through a Direct Execution (DIM) modality. UNDP applies the DEX modality only in circumstances where the public institutions do not have sufficient capacity to manage and implement programmes. This implies that UNDP Kosovo takes the final responsibility for the use of resources and is responsible for managing, reporting and achieving the expected outputs and objectives of the project. Specifically, it also involves financial management of funds, financial analysis of the project, procurement, recruitment, administration, logistics, administrative and capacity assessments of implementing partners, reporting to donors and monitoring and evaluation.

Partnerships

The Project will work closely with the

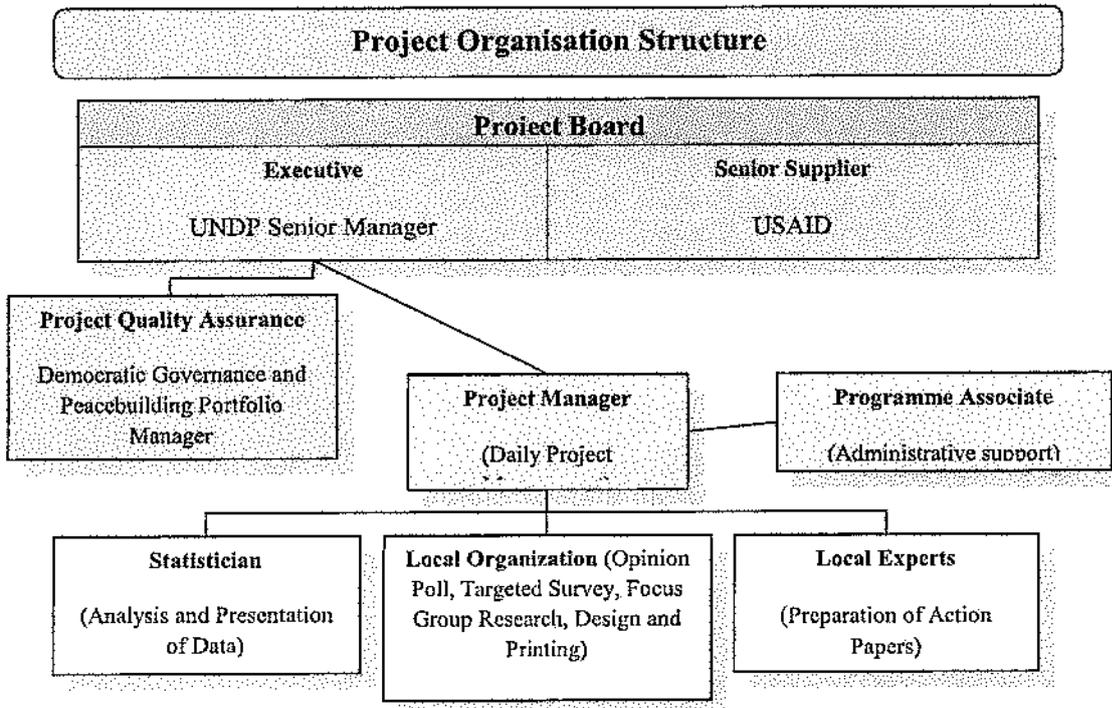
The UNDP Kosovo works closely with the donor (USAID), Kosovo institutions, and civil society, and in partnership with the international community, to bring about sustainable solutions to address identified needs in Kosovo in the areas democratic governance. The project will closely cooperate with think tanks and civil society organizations, as well as Academia, Kosovo Agency of Statistics, media and independent expert in conducting research and producing relevant project outputs

Risks and Assumptions

The executing agency shall:

- a) Put in place an appropriate security plan and maintain the security, taking into account the security situation in the country where the project is being carried;
- b) Assume all risks and liabilities related to the executing agency’s security, and the full implementation of the security plan.

V. PROJECT MANAGEMENT



The Project will establish a Project Board, which will be comprised of representatives of the senior supplier (USAID), and the executive (UNDP Kosovo) and the Project Manager. The USAID will be the Senior Supplier, operating according to the terms specified in the Cost Sharing Agreement between USAID and UNDP. UNDP Kosovo will be the chair of the Project Board. Project Board meetings will be organized by the Project Board as needed. The Project Board will be responsible for providing general oversight to ensure achievement of the results on the primary project outputs. The Project Board will provide strategic management decisions when guidance is required by the Project Manager, which may include the approval of project plans and revisions in project activities. The Project Board will also ensure that the project meets the minimum requirements of the Kosovo Programme Action Plan and the UN Common Development Plan.

Project Quality Assurance will be provided by the Portfolio Manager (Democratic Governance and Peacebuilding), which will ensure objective and independent project oversight for meeting the project management targets.

The **Project Manager** will be responsible for managing day-to-day project operations and decision-making. These will be executed on behalf of and according to the decisions of the Project Board. The Project Manager will supervise the staff of the project. He/she will also closely coordinate project activities with relevant government and other stakeholders.

UNDP will also engage **Local Experts** whose role will be conducting of research analysis based on opinion poll research, focus groups and other qualitative research for delivering Public Pulse Briefs and Action Papers.

The **Programme Associate** will be responsible for the administrative aspects of the project including payment processing and budget maintenance. The Programme Associate will process requests for payments, make the budgetary controls and assist with event planning and organization.

The **Statistician** will perform quality assurance and monitoring of opinion poll research sampling frame, methodology, and sample representativeness. He/she will conduct quality check of databases delivered in Statistical Package for Social Sciences (SPSS) and perform all the statistical analysis, descriptive and inferential, and provide visual and analytical materials necessary for production of Public Pulse Briefs and Action Papers. Quality assurance and monitoring of the Public Pulse component at the data visualization platform.

UNDP Kosovo shall offer expertise in capacity development and gender equality at the onset of the project by reviewing the implementation plan and offering recommendations that shall strengthen the outcomes on the project participants.

VI. RESULTS FRAMEWORK¹

Intended Outcome as stated in the Country Programme Results and Resource Framework:									
<i>Outcome 5A: Rule of law system and institutions are accessible to all and perform in a more efficient and effective manner</i>									
Outcome indicators as stated in the Country Programme Results and Resources Framework:									
<i>Indicator: % of the public satisfaction with performance of the key Kosovo institutions (disaggregated by gender)</i>									
<i>Base Line: 21% in October' 2016 (Means of Verification: Public Pulse Surveys)</i>									
<i>Target: 50%</i>									
Applicable Output from the UNDP Strategic Plan: Output 7.2: Global and national data collection, measurement and analytical systems in place to monitor institutions progress									
Project title and Atlas Project Number: Public Pulse III (
EXPECTED OUTPUTS	OUTPUT INDICATORS	DATA SOURCE	BASELINE		TARGETS (by frequency of data collection)				DATA COLLECTION METHODS & RISKS
			Value	Year	Year 1	Year 2	Year 3	FINAL	
<i>Output 1 Increased capacities of democratic institutions to utilize research and data for</i>	<i>1.1 % of public satisfaction with Kosovo key Institutions as per Public Pulse Surveys.</i>	<i>Public Pulse biannual surveys</i>	21%	2016	30%	40%	50%	50%	<i>General population survey</i>

¹ UNDP publishes its project information (indicators, baselines, targets and results) to meet the International Aid Transparency Initiative (IATI) standards. Make sure that indicators are S.M.A.R.T. (Specific, Measurable, Attainable, Relevant and Time-bound), provide accurate baselines and targets underpinned by reliable evidence and data, and avoid acronyms so that external audience clearly understand the results of the project.

<p><i>policy-making and accountability.</i></p> <p><i>Indicator: % of the public satisfaction with performance</i></p>	<p><i>1.2 # Extent to which Data Visualisation Platform is being used to monitor progress of Kosovo Institutions</i></p>	<p><i>Data collected from 2002 – 2016, through Public Pulse Surveys</i></p>	0	2017	1500	2500	3500	3500	<p><i>Number of viewers based on intranet clicks</i></p>
<p><i>Baseline: 21% in October' 2016</i></p> <p><i>Target: 50%</i></p> <p><i>Gender marker: GEN 2</i></p> <p><i>In compliance with UNDP 8 PA and GES [2]</i></p> <p><i>Survey will target balanced number of women-man, and will benefit them equally by gathering their perceptions and demands and channelling them to the authorities</i></p>	<p><i>1.3 # Extent to which Public Pulse Analyses have being used for facilitating evidence based policy-making by Kosovo Institutions</i></p>	<p><i>Analyses of existing data from three different sources (surveys, opinion poll data and in-depth interviews with focus groups)</i></p>	3	2016	4	5	6	6	<p><i>Number of new mid-term strategies that have utilized research data from Public Pulse Analyses (Risk; not always Kosovo Institution refer to the source of data that have they used)</i></p>

VII. MONITORING AND EVALUATION

In accordance with the programming policies and procedures outlined in the UNDP User Guide, the project will be monitored through the following:

Within the annual cycle

- On a quarterly basis, a quality assessment shall record progress towards the completion of key results, based on quality criteria and methods captured in the Quality Management table below.
- An Issue Log shall be activated in Atlas and updated by the Project Manager to facilitate tracking and resolution of potential problems or requests for change.
- Based on the initial risk analysis submitted (see annex 1), a risk log shall be activated in Atlas and regularly updated by reviewing the external environment that may affect the project implementation.
- Based on the above information recorded in Atlas, a Project Progress Report (PPR) shall be submitted by the Project Manager to the Project Board through Project Assurance, using the standard report format available in the Executive Snapshot.
- A project Lesson-learned log shall be activated and regularly updated to ensure on-going learning and adaptation within the organization, and to facilitate the preparation of the Lessons-learned Report upon the completion of the project
- A Monitoring Schedule Plan shall be activated in Atlas and updated to track key management actions/events.

Annually

- **Annual Review Report.** An Annual Review Report shall be prepared by the Project Manager and shared with the Project Board. As minimum requirement, the Annual Review Report shall consist of the Atlas standard format for the QPR covering the whole year with updated information for each element above of the QPR as well as a summary of results achieved against pre-defined annual targets at the output level.
- **Annual Project Review.** Based on the above mentioned report, an annual project review shall be conducted during the fourth quarter of the year or soon after, to assess the performance of the project and appraise the Annual Work Plan (AWP) for the following year. In the last year, this review will be a final assessment. This review is driven by the Project Board and may involve other stakeholders as required. It shall focus on the extent to which progress is being made towards outputs and that these remain aligned to appropriate outcomes.

Final Evaluation

- UNDP will conduct an external final project evaluation which will lead to evaluation and lessons learned reports. The evaluation will be carried out by independent evaluators in collaboration with national and international organizations. The evaluation will consider achievement of development goals according to parameters of the relevance and responsiveness of the actions, their effectiveness and efficiency, and the impact and sustainability of results, focusing especially on their contribution to capacity development. The evaluation will also provide recommendations for follow-up activities.

Financial Reporting

- The project will be subject to the internal and external auditing procedures provided for in the financial rules, regulations and directives of UNDP Kosovo. Should an Audit Report of the Board of Auditors of UNDP to its governing body contain observations relevant to the project's financial contributions, such information will be made available to donors.
- UNDP Kosovo will prepare an un-audited financial statement of receipts, disbursements and fund balance with respect to this project and forward a copy to each donor upon project closure. In the event that donors request a financial audit to be performed by external auditors, the costs of such an audit, including the internal costs of UNDP Kosovo, will be charged to the project budget. UNDP Kosovo will provide each donor with a copy of the auditors' report.

Quality Management for Project Activity Results

<p>OUTPUT: Increased capacities of democratic institutions to utilize research and data for policy-making and accountability.</p> <p>Output Target 1: Public Pulse Briefs prepared and presented to selected Kosovo institutions (six).</p> <p>Output Target 2: Data visualisation platform is developed</p> <p>Output Target 3: Three Public Pulse Analyses developed</p>		
<p>Activity Result 1 (Atlas Activity ID)</p>	<p>Activity Result 1: Public Pulse briefs</p>	<p>Start Date: 15 June 2017</p> <p>End Date: 14 June 2020</p>
<p>Purpose</p>	<p><i>Preparation and Publication of Public Pulse briefs</i></p>	
<p>Description</p>	<ul style="list-style-type: none"> • <i>Establishment of Project team.</i> • <i>Establishment of project beneficiary group composed of staff working in relevant Kosovo institutions.</i> • <i>Selection of expert group.</i> • <i>Preparation of questionnaire.</i> • <i>Conducting Opinion poll.</i> • <i>Preparation of presentation of opinion poll results for stakeholders and experts.</i> • <i>Follow-up research with focus groups and other qualitative methods.</i> • <i>Preparation of Public Pulse reports.</i> • <i>Publication of the Public Pulse reports.</i> • <i>Capacity development on informed decision-making through presentation of Public Pulse reports to selected institutions.</i> 	

Quality Criteria	Quality Method	Date of Assessment
<p><i>How/with what indicators will the quality of the activity be measured?</i></p>	<p><i>Means of verification. What method will be used to determine if quality criteria have been met?</i></p>	<p><i>When will the assessment of quality be performed?</i></p>
<p>Percentage of similarity between demographic statistics of the sample and census statistics, or other population data as provided by KAS.</p> <p>Statistical measures to ensure dataset quality.</p>	<p>Demographic variable check against Census Data</p>	<p>October 2017</p> <p>April 2018</p> <p>October 2018</p> <p>April 2019</p> <p>October 2019</p>

Check for the representativeness of the opinion poll sample.		April 2020
Correspondence between UNDP corporate manual for publications and draft reports. Check the quality of analysis and written text as per UNDP publication manual.	Programme Specialist and Editors	November 2017 May 2018 November 2018 May 2019 November 2019 May 2020
Media coverage of Public Pulse reports	Number of articles and stories in printed and electronic media	Continuous
Activity Result 2 (Atlas Activity ID)	Activity Result 2: Data visualisation platform is developed	Start Date: 1 June 2017 End Date: 31 May 2020
Purpose	Maximize the usage of past, current, and future data gathered through surveys, increase citizen engagement in policymaking at the central and local level, and enhance accountability and transparency	
Description	<p>Activity Result: Public Pulse Data Visualization Component of UNKP Platform</p> <ul style="list-style-type: none"> • Design and develop a component for presentation of EWS and Public Pulse indicators in the UNKT's interactive Data Visualization Platform • Rank and order the indicators based on the instructions given by the Public Pulse Team and present a profile for each chapter of the EWS/PPP. These chapters will track the performance of indicators related to political and institutional stability; economic and social trend; inter-ethnic relations; safety issues and others. • Track the development of trends related to each of the indicators from 2002 until 2016, the indicators presented will be detailed, disaggregated and inclusive. 	
Quality Criteria <i>How/with what indicators will the quality of the activity be measured?</i>	Quality Method <i>Means of verification. What method will be used to determine if quality criteria have been met?</i>	Date of Assessment <i>When will the assessment of quality be performed?</i>
Quality of implemented data visualization component (design,	Attendance lists.	November 2017

usability) Design quality of sample interactive charts and indicators Usability of sample interactive charts and indicators Compatibility of indicators created from the platform and those in the reports.		May 2018 May 2019
Number of individuals/agencies/stakeholders used the Public Pulse component of data visualization platform	External evaluators and number of online impressions	July 2017 July 2018 July 2019

Activity Result 3 (Atlas Activity ID)	Activity Result 3: Public Pulse Analysis	Start Date: 1 June 2017 End Date: 31 May 2020
Purpose	<i>Preparation Public Pulse Analysis</i>	
Description	<p>Activity Result: Public Pulse Analysis</p> <ul style="list-style-type: none"> • Joint - UNDP and USAID - meetings/discussions for the selection of targeted topic for follow up research • The project will design the research methodology for specific targeted surveys for Public Pulse Analysis • In cooperation with project partners and beneficiaries, the questionnaires for the targeted surveys will be developed • The project will prepare descriptive and in depth statistical analysis from targeted and opinion poll surveys as well as focus groups and third sources materials • Present and disseminate Public Pulse Analysis documents • Organise periodical follow-up discussions to review progress of actions identified by the Kosovo institutions 	
Quality Criteria <i>How/with what indicators will the quality of the activity be measured?</i>	Quality Method <i>Means of verification. What method will be used to determine if quality criteria have been met?</i>	Date of Assessment <i>When will the assessment of quality be performed?</i>
Number of staff from selected institutions participating in preparation of Public Pulse Analysis.	Attendance lists.	September 2017 September 2018 September 2019
Number of participants in presentations of Public Pulse Analysis.	Attendance lists.	November 2017 November 2018 October 2019

VIII. LEGAL CONTEXT

The project document shall be the instrument envisaged in the Supplemental Provisions to the Project Document, attached hereto.

Consistent with the above Supplemental Provisions, the responsibility for the safety and security of the executing agency and its personnel and property, and of UNDP's property in the executing agency's custody, rests with the executing agency.

The executing agency shall:

- a) Put in place an appropriate security plan and maintain the security plan, taking into account the security situation in the country where the project is being carried;
- b) Assume all risks and liabilities related to the executing agency's security, and the full implementation of the security plan.

UNDP reserves the right to verify whether such a plan is in place and to suggest modifications to the plan when necessary. Failure to maintain and implement an appropriate security plan as required hereunder shall be deemed a breach of this agreement.

The executing agency agrees to undertake all reasonable efforts to ensure that none of the UNDP funds received pursuant to the Project Document are used to provide support to individuals or entities associated with terrorism and that the recipients of any amounts provided by UNDP hereunder do not appear on the list maintained by the Security Council Committee established pursuant to resolution 1267 (1999). The list can be accessed via <http://www.un.org/Docs/sc/committees/1267/1267ListEng.htm>. This provision must be included in all sub-contracts or sub-agreements entered into under this Project Document.

Partnership and Coordination

The UNDP Kosovo works closely with the donor (USAID), Kosovo Government and civil society, and in partnership with the international community, to bring about sustainable solutions to address identified needs in Kosovo in the areas democratic governance. Special emphasis will be placed on the most vulnerable members of Kosovo society. The project will closely cooperate with think tanks from both the private sector and civil society organizations and Academia in conducting research and producing relevant project outputs.

IX. RISK MANAGEMENT

Option b. UNDP (DIM)

1. UNDP as the Implementing Partner will comply with the policies, procedures and practices of the United Nations Security Management System (UNSMS).
2. UNDP as the Implementing Partner will undertake all reasonable efforts to ensure that none of the project funds² are used to provide support to individuals or entities associated with terrorism and that the recipients of any amounts provided by UNDP hereunder do not appear on the list maintained by the Security Council Committee established pursuant to resolution 1267 (1999). The list can be accessed via http://www.un.org/sc/committees/1267/aa_sanctions_list.shtml. This provision must be included in all sub-contracts or sub-agreements entered into under this Project Document.
3. Social and environmental sustainability will be enhanced through application of the UNDP Social and Environmental Standards (<http://www.undp.org/ses>) and related Accountability Mechanism (<http://www.undp.org/secu-srm>).
4. UNDP as the Implementing Partner will: (a) conduct project and programme-related activities in a manner consistent with the UNDP Social and Environmental Standards, (b) implement any management or mitigation plan prepared for the project or programme to comply with such standards, and (c) engage in a constructive and timely manner to address any concerns and complaints raised through the Accountability Mechanism. UNDP will seek to ensure that communities and other project stakeholders are informed of and have access to the Accountability Mechanism.
5. All signatories to the Project Document shall cooperate in good faith with any exercise to evaluate any programme or project-related commitments or compliance with the UNDP Social and Environmental Standards. This includes providing access to project sites, relevant personnel, information, and documentation.
6. UNDP as the Implementing Partner will ensure that the following obligations are binding on each responsible party, subcontractor and sub-recipient:
 - a. Consistent with the Article III of the SBAA [*for the Supplemental Provisions to the Project Document*], the responsibility for the safety and security of each responsible party, subcontractor and sub-recipient and its personnel and property, and of UNDP's property in such responsible party's, subcontractor's and sub-recipient's custody, rests with such responsible party, subcontractor and sub-recipient. To this end, each responsible party, subcontractor and sub-recipient shall:
 - i. put in place an appropriate security plan and maintain the security plan, taking into account the security situation in the country where the project is being carried;
 - ii. assume all risks and liabilities related to such responsible party's, subcontractor's and sub-recipient's security, and the full implementation of the security plan.
 - b. UNDP reserves the right to verify whether such a plan is in place, and to suggest modifications to the plan when necessary. Failure to maintain and implement an appropriate security plan as required hereunder shall be deemed a breach of the responsible party's, subcontractor's and sub-recipient's obligations under this Project Document.
 - c. Each responsible party, subcontractor and sub-recipient will take appropriate steps to prevent misuse of funds, fraud or corruption, by its officials, consultants, subcontractors and sub-recipients in implementing the project or programme or using the UNDP funds. It will ensure that its financial management, anti-corruption and anti-fraud policies are in place and enforced for all funding received from or through UNDP.

² To be used where UNDP is the Implementing Partner

- d. The requirements of the following documents, then in force at the time of signature of the Project Document, apply to each responsible party, subcontractor and sub-recipient: (a) UNDP Policy on Fraud and other Corrupt Practices and (b) UNDP Office of Audit and Investigations Investigation Guidelines. Each responsible party, subcontractor and sub-recipient agrees to the requirements of the above documents, which are an integral part of this Project Document and are available online at www.undp.org.
- e. In the event that an investigation is required, UNDP will conduct investigations relating to any aspect of UNDP programmes and projects. Each responsible party, subcontractor and sub-recipient will provide its full cooperation, including making available personnel, relevant documentation, and granting access to its (and its consultants', subcontractors' and sub-recipients') premises, for such purposes at reasonable times and on reasonable conditions as may be required for the purpose of an investigation. Should there be a limitation in meeting this obligation, UNDP shall consult with it to find a solution.
- f. Each responsible party, subcontractor and sub-recipient will promptly inform UNDP as the Implementing Partner in case of any incidence of inappropriate use of funds, or credible allegation of fraud or corruption with due confidentiality.

Where it becomes aware that a UNDP project or activity, in whole or in part, is the focus of investigation for alleged fraud/corruption, each responsible party, subcontractor and sub-recipient will inform the UNDP Resident Representative/Head of Office, who will promptly inform UNDP's Office of Audit and Investigations (OAI). It will provide regular updates to the head of UNDP in the country and OAI of the status of, and actions relating to, such investigation.

- g. *Choose one of the three following options:*

Option 1: UNDP will be entitled to a refund from the responsible party, subcontractor or sub-recipient of any funds provided that have been used inappropriately, including through fraud or corruption, or otherwise paid other than in accordance with the terms and conditions of this Project Document. Such amount may be deducted by UNDP from any payment due to the responsible party, subcontractor or sub-recipient under this or any other agreement. Recovery of such amount by UNDP shall not diminish or curtail any responsible party's, subcontractor's or sub-recipient's obligations under this Project Document.

Option 2: Each responsible party, subcontractor or sub-recipient agrees that, where applicable, donors to UNDP (including the Government) whose funding is the source, in whole or in part, of the funds for the activities which are the subject of the Project Document, may seek recourse to such responsible party, subcontractor or sub-recipient for the recovery of any funds determined by UNDP to have been used inappropriately, including through fraud or corruption, or otherwise paid other than in accordance with the terms and conditions of the Project Document.

Option 3: UNDP will be entitled to a refund from the responsible party, subcontractor or sub-recipient of any funds provided that have been used inappropriately, including through fraud or corruption, or otherwise paid other than in accordance with the terms and conditions of the Project Document. Such amount may be deducted by UNDP from any payment due to the responsible party, subcontractor or sub-recipient under this or any other agreement.

Where such funds have not been refunded to UNDP, the responsible party, subcontractor or sub-recipient agrees that donors to UNDP (including the Government) whose funding is the source, in whole or in part, of the funds for the activities under this Project Document, may seek recourse to such responsible party, subcontractor or sub-recipient for the recovery of any funds determined by UNDP to have been used inappropriately, including through fraud or corruption, or otherwise paid other than in accordance with the terms and conditions of the Project Document.

Note: The term “Project Document” as used in this clause shall be deemed to include any relevant subsidiary agreement further to the Project Document, including those with responsible parties, subcontractors and sub-recipients.

- h. Each contract issued by the responsible party, subcontractor or sub-recipient in connection with this Project Document shall include a provision representing that no fees, gratuities, rebates, gifts, commissions or other payments, other than those shown in the proposal, have been given, received, or promised in connection with the selection process or in contract execution, and that the recipient of funds from it shall cooperate with any and all investigations and post-payment audits.
- i. Should UNDP refer to the relevant national authorities for appropriate legal action any alleged wrongdoing relating to the project or programme, the Government will ensure that the relevant national authorities shall actively investigate the same and take appropriate legal action against all individuals found to have participated in the wrongdoing, recover and return any recovered funds to UNDP.
- j. Each responsible party, subcontractor and sub-recipient shall ensure that all of its obligations set forth under this section entitled “Risk Management” are passed on to its subcontractors and sub-recipients and that all the clauses under this section entitled “Risk Management Standard Clauses” are adequately reflected, *mutatis mutandis*, in all its sub-contracts or sub-agreements entered into further to this Project Document.

[END OF ATTACHMENT 2]

ATTACHMENT 3: STANDARD PROVISIONS

I. MANDATORY STANDARD PROVISIONS FOR COST-TYPE AWARDS TO PUBLIC INTERNATIONAL ORGANIZATIONS (PIOS)

1. Allowable Costs (April 2011)

a. The recipient must use funds provided under the award for costs incurred in carrying out the purposes of the award which are reasonable, allocable, and allowable.

(1) "Reasonable" means the costs do not exceed those that would ordinarily be incurred by a prudent person in the conduct of normal business.

(2) "Allocable" means the costs are necessary to the award.

(3) "Allowable" means the costs are reasonable and allocable, and conform to any limitations set forth in the award.

b. The recipient is encouraged to obtain the Agreement Officer's written determination in advance whenever the recipient is uncertain as to whether a cost will be allowable.

2. Amendment (April 2011)

The parties may amend the award by mutual agreement, by formal modifications to the basic award document, or by means of an exchange of letters between the Agreement Officer and the recipient.

3. Nonliability (April 2011)

USAID does not assume liability for any third party claims for damages arising out of the award.

4. Notices (April 2011)

Any notice given by USAID or the recipient will be sufficient only if in writing and delivered in person, mailed, or transmitted electronically by e-mail or fax. Notices to USAID should be sent to the Agreement Officer at the address specified in the award and to any designee specified in the award. Notices to the recipient should be sent to the recipient's address shown in the award or to such other address designated in the award.

Notices will be effective when delivered in accordance with this provision, or on the effective date of the notice, whichever is later.

5. Payment (Letter of Credit) (April 2011)

a. Payment under the award is completed through a Letter of Credit (LOC), in accordance with the terms and conditions of the LOC and any instructions issued by the USAID Bureau for Management, Office of the Chief Financial Officer, Cash Management and Payment Division (M/CFO/CMP).

b. As long as the LOC is in effect, the terms and conditions of the LOC and any instructions issued by M/CFO/CMP constitute the payment conditions of the award over any other payment clause of the award.

c. The recipient should have written procedures that minimize the time elapsing between the transfer of funds and disbursement by the recipient. The recipient must exercise prudent management of Federal funds by drawing only those funds that are required for current use. The timing and the amount of the drawdown must be as close as is administratively possible to the actual disbursements by the recipient for direct program or activity costs and the proportionate share of any allowable indirect costs.

d. Revocation of the LOC, in accordance with its terms and conditions, is at the discretion of M/CFO/CMP, after consultation with the Agreement Officer. Notification of revocation must be in writing and must specify the reasons for such action. If the LOC is revoked, payments may be made on a cost-reimbursement basis. For reimbursement, the recipient must submit to the USAID Controller an original and three copies of SF-1034, Public Voucher for Purchases and Services Other Than Personal ([http://contacts.gsa.gov/webforms.nsf/0/57675C8BB6CE880B85256A3F004125BD/\\$file/SF%201034.pdf](http://contacts.gsa.gov/webforms.nsf/0/57675C8BB6CE880B85256A3F004125BD/$file/SF%201034.pdf)), and SF-1035, Continuation of SF-1034 ([http://contacts.gsa.gov/webforms.nsf/0/213A354B84AE05B085256A81004632C8/\\$file/SF%201035.pdf](http://contacts.gsa.gov/webforms.nsf/0/213A354B84AE05B085256A81004632C8/$file/SF%201035.pdf)), normally once a month, but in any event no less than quarterly. Each voucher must be identified by the award number and must state the total costs for which reimbursement is being requested.

**6. Audit and Records (UN) (April 2011)
Amended for UNDP**

a. The recipient agrees to furnish the U.S. Government (USG) with a final report on activities carried out under the award, including accounting for award funds in sufficient detail to enable USAID to liquidate the award. The report must be submitted to the address specified in the award.

b. It is understood that financial records, including documentation to support entries on accounting records and to substantiate charges against the award, will be maintained in accordance with the recipient's usual accounting procedures, which must follow generally accepted accounting practices. The recipient must maintain such financial records for at least three years after the recipient's final disbursement of funds under the award

c. The recipient confirms that the award will be audited applying established procedures under appropriate provisions of the financial regulations and rules of UNDP. The recipient agrees to make available these audit reports to the USG in accordance with the UNDP Oversight Policy and relevant decisions of the UNDP Executive Board. The recipient also agrees to provide additional clarifications as may be reasonably requested by the USG with respect to questions arising from the audit report. In the event that USAID becomes aware of factors that would indicate a need for closer scrutiny of USAID-funded activities, these factors will be promptly brought to the attention of UNDP Office of Audit and Investigations to determine the need for a special purpose audit. The costs of such an audit shall be borne by the said activities.

7. Refunds (April 2011)

a. If the recipient earns interest on Federal advances before expending the funds for program purposes, the recipient must remit the interest annually to USAID. Interest amounts up to \$250 per year may be retained by the recipient for administrative expenses.

b. Funds obligated by USAID, but not disbursed to the recipient before the award expires or is terminated will revert to USAID, except for funds committed by the recipient to a legally binding transaction applicable to the award. Any funds advanced to, but not disbursed by, the recipient before the award's expiration or termination must be refunded to USAID, except for funds committed by the recipient to a legally binding transaction applicable to the award.

c. If, at any time during the life of the award, or as a result of an audit, the Agreement Officer determines that USAID funds provided under the award have been expended for purposes not in accordance with the terms of the award, then the recipient must refund the amount to USAID.

8. Award Budget Limitations and Revisions (April 2011)

a. The approved award budget is the financial expression of the recipient's program as approved during the award process. USAID is not obligated to reimburse the recipient for any costs incurred in excess of the total amount obligated under the award.

b. The recipient must immediately request approval from the Agreement Officer when there is reason to believe that, within the next 30 calendar days, a revision of the approved award budget will be necessary for any of the following reasons:

(1) To change the scope or the objectives of the program or to add any new activity.

(2) To revise the funding allocated among program objectives by more than ten percent (10%) of the total budget amount unless the award states otherwise.

(3) Additional funding is needed.

(4) The recipient expects the amount of USAID authorized funds to exceed its needs by more than \$20,000 or ten percent (10%) of the USAID award, whichever is greater.

b. The recipient will not be obligated to continue performance under the award (including actions under the "Termination Procedures" provision) or otherwise to incur costs in excess of the amount obligated under the award, unless and until the Agreement Officer notifies the recipient in writing that the obligated amount has been increased and specifies the new award total amount.

9. Termination Procedures (April 2011)

The award may be terminated by either party, in whole or in part, at any time with 30 days written notice of termination. After receiving a termination notice from the Agreement Officer, the recipient must take immediate action to cease all expenditures financed by the award and to cancel all unliquidated obligations if possible. The recipient may not enter into any additional obligations under the award after receiving the notice of termination, other than those reasonably necessary to effect the close out of the award. Except as provided below, no further reimbursement will be made after the effective date of termination. As soon as possible, but in any event no later than 120 days after the effective date of termination, the recipient must repay to USAID all unexpended USAID funds that are not otherwise obligated by a legally binding transaction applicable to the award. If the funds paid by USAID to the recipient before the effective date of termination are not sufficient to cover the recipient's obligations under a legally binding transaction, then the recipient may submit a written claim for such amount to USAID within 120 days after the effective date of termination. The Agreement Officer will determine the

amount(s) to be paid by USAID to the recipient under the claim in accordance with the "Allowable Costs" provision of the award.

10. Financial Management, Procurement, and Evaluation (April 2011)

To the extent not inconsistent with other provisions of the award, USAID and the recipient understand that funds made available to the recipient must be administered in accordance with the recipient's own financial rules and regulations, and that the recipient will follow its own procurement and evaluation policies and procedures.

11. Dispute Resolution (April 2011)

USAID and the recipient will use their best efforts to amicably settle any dispute, controversy, or claim that results from, or relates to, the award.

12. Title to and Disposition of Property (April 2011)

Ownership of equipment, supplies, and other property purchased with funds under the award will vest in the recipient during the life of the award. Disposition of excess property financed under the award will be made in consultation with USAID and, where applicable, the host government of the country in which the activities financed under the award take place or other recipient organizations.

13. USAID Disability Policy and UN Convention on the Rights of Persons with Disabilities Assistance (April 2011)

a. The principles of the present UN Convention on the Rights of Persons with Disabilities include promoting: (1) respect for inherent dignity, individual autonomy including the freedom to make one's own choices, and independence of persons; (2) nondiscrimination; (3) full and effective participation and inclusion in society; (4) respect for difference and acceptance of persons with disabilities as part of human diversity and humanity; (5) equality of opportunity; (6) accessibility; (7) equality between men and women; and (8) respect for the evolving capacities of children with disabilities. The full text of the Convention can be found at the following Web site: <http://www.un.org/disabilities/documents/convention/convoptprot-e.pdf>.

b. USAID requires that the recipient not discriminate against persons with disabilities in the implementation of USAID-funded programs and make every effort to respect the principles of the Convention on the Rights of Persons with Disabilities in performing the program under the award. One of the objectives of the USAID's Disability Policy is to engage other

U.S. Government agencies, host country counterparts, governments, implementing organizations, and other donors in fostering a climate of nondiscrimination against people with disabilities. To that end, and to the extent it can accomplish this goal within the scope of the program objectives, the recipient should demonstrate a comprehensive and consistent approach for including men, women, and children with disabilities.

14. Terrorist Financing Clause (UN) (April 2011)

Consistent with numerous United Nations Security Council resolutions, including

S/RES/1269 (1999) ([http://www.undemocracy.com/S-RES-1269\(1999\).pdf](http://www.undemocracy.com/S-RES-1269(1999).pdf)),

S/RES/1368 (2001) ([http://www.undemocracy.com/S-RES-1368\(2001\).pdf](http://www.undemocracy.com/S-RES-1368(2001).pdf)), and S/RES/1373 (2001) ([http://www.undemocracy.com/S-RES-1373\(2001\).pdf](http://www.undemocracy.com/S-RES-1373(2001).pdf)), both USAID and the recipient are firmly committed to the international fight against terrorism, and in particular, against the financing of terrorism. It is the policy of USAID 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, the recipient undertakes to use reasonable efforts to ensure that none of the USAID funds provided under the award are used to provide support to individuals or entities associated with terrorism.

II. REQUIRED AS APPLICABLE STANDARD PROVISIONS FOR COST-TYPE AWARDS TO PUBLIC INTERNATIONAL ORGANIZATIONS

1. Prohibition on Police Assistance (April 2011)

No funds or other support provided under the award may be used for support to any police, prison authority, or other security or law enforcement forces.

2. Prohibition on Assistance to Military or Paramilitary (April 2011)

No funds or other support provided under the award may be used for support to any military or paramilitary force or activity.

3. Publications and Media Releases (April 2011)

- a. If the recipient intends to identify USAID's contribution to any publication, video, or other information/media product resulting from the award, the product must state that the views expressed by the author(s) do not necessarily reflect those of USAID. Acknowledgements must identify the sponsoring USAID Bureau/Independent Office or Mission and the U.S. Agency for International Development substantially as follows.

"This [publication, video, or other information/media product (specify)] was made possible through support provided by the Office of _____, Bureau for _____, U.S. Agency for International Development, under the terms of Award No. _____. The opinions expressed in this [publication, video, or other information/media product] are those of the author(s) and do not necessarily reflect the views of the U.S. Agency for International Development."

- b. The recipient must provide USAID with one copy of all published works developed under the award and with lists of other written works produced under the award.

- c. Except as otherwise provided in the terms and conditions of the award, the author or the recipient is free to copyright any books, publications, or other copyrightable materials developed in the course of or under the award, but USAID reserves a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, or otherwise use, and to authorize others to use, the work for U.S. Government purposes.

4. Reporting of Foreign Taxes (UN) (April 2011)

The recipient is not subject to taxation of activities implemented under the award based on its privileges and immunities as a public international organization (PIO). However, should it be obligated to pay value-added taxes or customs duties related to the award, the recipient must notify the USAID Agreement Officer's Technical Representative (AOTR).

5. Foreign Government Delegations to International Conferences (April 2011)

Funds provided under the award may not be used to finance the travel, per diem, hotel expenses, meals, conference fees, or other conference costs for any member of a foreign government's delegation to an international conference sponsored by a public international organization, unless approved by the Agreement Officer.

6. Standards for Accessibility for Persons with Disabilities in USAID Assistance Awards Involving Construction (Standard) (April 2011)

The recipient must ensure that in all construction or substantial renovation activities appropriate measures are taken, including compliance with, inter alia, host country standards for accessibility, the International Building Code (IBC) and Article 9 and other requisite articles under the UN Convention on the Rights of Persons with Disabilities (<http://www.un.org/disabilities/documents/convention/convoptprot-e.pdf>), to ensure to persons with disabilities access, on an equal basis with others, to the physical environment, to transportation, to information and communications, including information and communications technologies and systems, and to other facilities and services open or provided to the public, both in urban and in rural areas.

[END OF ATTACHMENT 3]

[END OF GRANT: AID-167-IO-17-00002]