

GRANT AGREEMENT

between

The Norwegian Agency for Development Cooperation

and

The Norwegian Red Cross

regarding

GLO-0604 RAF-19/0043, Mobility as First Step Towards Inclusion

Part I: Specific Conditions

Part II: General Conditions

Part III: Procurement Provisions

Annex A: Budget

Annex Bi: Global Logframe

Annex Bii: Indicator Overview

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PART I: SPECIFIC CONDITIONS

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

- (1) The Norwegian Agency for Development Cooperation (Norad), represented by the Civil Society Department, and
- (2) The Norwegian Red Cross, an association duly established in Norway under registration number 864 139 442 (the Grant Recipient),

jointly referred to as the Parties.

1 SCOPE AND BACKGROUND

- 1.1 The Grant Recipient has submitted an application to Norad dated 04-June 2019 (the Application) regarding financial support to the project titled GLO-0604 RAF-19/0043, *Mobility as First Step Towards Inclusion* (the Project). The estimated costs of the Project are indicated in the budget attached as Annex A.
- 1.2 Norad has decided to award a grant to be used exclusively for the implementation of the Project (the Grant). The Parties expect the Project to be implemented during the period from October, 2019 to December, 2022 (the Support Period).
- 1.3 The Parties have agreed to enter into an Agreement, consisting of this part I; Specific Conditions, part II; General Conditions, and part III; Procurement Provisions, all of which form an integral part of this Agreement. In the event of discrepancies between the Specific Conditions and the General Conditions or Procurement Provisions, the Specific Conditions shall prevail.

2 OBJECTIVES OF THE PROJECT

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

The Project's planned effect(s) on society is/are

Impact: *Persons with disabilities can fully participate in society.*

The planned effects for the target group of the Project are

Outcome 1: *By 2022 the national physical rehabilitation sector is managed by national authorities and social protection mechanisms are in place.*

Outcome 2: *By 2022 Knowledge and skills of physical rehabilitation professionals are enhanced and provide sustainable services.*

Outcome 3: *By 2022 the physical Rehabilitation Service Providers will have increased the quality of services.*

Outcome 4: *By 2022: with the collaboration of Red Cross and Red Crescent Movement and other actors of the rehabilitation sector, People with Disabilities have increase knowledge on disability issues and have access to physical rehabilitation services.*

Outcome 5: *By 2022 committed competent managers and key senior staff of Physical Rehabilitation centres contribute to the sustainability of the services and of the sector.*

The intended end target group is *persons with disabilities that affect movement.*

- 2.2 The full results framework is included as Annex B to this Agreement. The Grant Recipient shall submit an updated results framework for approval prior to the second disbursement, ref. article 5.1.

3 IMPLEMENTATION OF THE PROJECT

- 3.1 The Project shall be implemented in accordance with:

- a) the Agreement, including all annexes,
- b) the approved Application
- c) the implementation plan and budget.

as well as any later amendments to the above documents which are approved by Norad.

- 3.2 During the implementation of the Project, the Grant Recipient shall exercise the necessary diligence, efficiency and transparency in line with sound financial management and best practise principles.

- 3.3 The Grant Recipient shall identify, assess and mitigate any relevant risks associated with the implementation of the Project, including the risk of corruption and other financial irregularities, and any potential negative effects that the Project may have on the environment and climate, gender equality and human rights.

4 THE GRANT

- 4.1 The Grant shall amount to maximum NOK 29,863,000 (Norwegian Kroner twenty-nine million eight hundred and sixty-three thousand).

- 4.2 Disbursement after the current calendar year is subject to Norwegian Parliamentary appropriations. Significant reductions in the annual allocation to the relevant budget line may lead to a reduction in annual allocations and/or in the total Grant amount.

- 4.3 The tentative, annual distribution of the Grant will be as follows:

2019	2,899,000 NOK
2020	9,676,000 NOK
2021	9,676,000 NOK
2022	up to the remaining amount in NOK

The annual allocations must be confirmed by Norad following the Parliament's approval of the state budget for the relevant budget year. Disbursements will be based on the actual financial need of the Project in accordance with article 5 of the Agreement.

- 4.4 The Grant shall be used exclusively to finance the actual costs of the implementation of the Project during the Support Period.



- 4.5 The Grant may be used to cover overheads/indirect costs up to a maximum of 7 % of Norad's pro rata share of the actual costs of the Project.
- 4.6 The Grant Recipient is responsible for obtaining any additional resources which may be required to duly implement the Project.
- 4.7 The Grant Recipient may apply for additional funding to the Project during the Support Period only upon written invitation from Norad.

5 DISBURSEMENT

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

Name of the account:	Norges Røde Kors
Account no.:	8200.06.07955
IBAN no.:	NO4982000607955
Name and address of the bank:	DNB Bank ASA, Postboks 1600,0021 Oslo
Swift/BIC code:	DNBANOKK
Currency of the account:	NOK

6 REPORTING AND OTHER DOCUMENTATION

6.1 The following shall be submitted by the Grant Recipient to Norad:

- a) A progress report covering the period from January to December, with the exception of the first progress report which shall extend from the project's start-date until December 2020, shall be submitted to Norad by 31 August each year. The progress report shall be based on ICRC standard annual report and include the content specified in article 2 of the General Conditions. In additional the annual progress report shall include:
 - i. reporting against Norad's standard indicators for this funding round.
 - ii. a brief description of how the Project interacts with the other relevant actors within the disability sector in the Project countries, including where relevant, but not limited to: the Atlas-Alliance, Humanity & Inclusion, the International Disability Alliance, and DFID.
- b) A **financial report** covering the period from January to December, with the exception of the first financial report which shall extend from the project's start-date until December 2020, shall be submitted to Norad by 31 August each year. The financial report shall be based on NorCross accounts and ICRC standard annual financial reporting and shall include the content specified in article 3 of the General Conditions.
- c) An **audit report** covering the annual financial statements of the Project shall be submitted to Norad by 31 August each year. The audit report shall comply with the requirements set out in article 7 of the Specific Conditions and article 5 of the General Conditions. The management letter (matters for governance attention) shall be attached to the audit report.
- d) An updated **implementation plan and budget** covering the period from January to December shall be submitted to Norad by 1 November each year. The implementation plan and budget shall be based on ICRC annual Operations Appeals for relevant project countries and include the content listed in article 1 of the General Conditions.
- a) A **final report** for the Support Period shall be submitted to Norad no later than eight months after the end of the Support Period. The final report shall be based on ICRC standard reporting and the results framework in Annex B and include the content listed in article 4 of the General Conditions.

6.2 If the Grant Recipient is unable to meet the deadlines set out above, Norad shall be informed in writing immediately.

6.3 All implementation plans, budgets and reports shall be approved in writing by Norad unless otherwise agreed by the Parties.

7 AUDIT

7.1 The annual financial statements of the Project shall be audited in accordance with International Standards of Auditing (ISA) 800 ("Special considerations audits of financial statements prepared in accordance with special purpose frameworks") or ISA 805 ("Special considerations audits of single financial statements and specific elements, accounts or items of a financial statement"). Additional requirements applicable to the auditor and the audit report are included in article 5 of the General Conditions.

7.2 The Grant Recipient is responsible for submitting the audit report to Norad within the deadline indicated in article 6 of the Specific Conditions.

8 FORMAL MEETINGS

- 8.1 The formal meetings shall be held as previously agreed under the Grant agreement, GLO-0604 QZA-16/0386 *NorCross Cooperation Agreement 2017-2020* and shall include issues pertaining to this Project, such as, but not limited to; how the Grant Recipient is progressing in increasing the organisational awareness of the possible negative effects the project may have on cross-cutting issues, in particular as related to Human rights, Climate and environment, Women's rights and gender equality, and Anticorruption.
- 8.2 The Parties may hold additional formal meetings if requested by Norad. The agenda and procedures shall be agreed upon by the Parties when required.

9 REVIEWS AND OTHER FOLLOW-UP MEASURES

- 9.1 A mid-term review focusing on progress to date shall be carried out by August 2021. The Grant Recipient shall draft the terms of reference for the review and submit them to the other Party for approval. The costs of the review shall be included in the Project budget.
- 9.2 An end-term review focusing on results achieved by the Project shall be carried out by December 2022. The Grant Recipient shall draft the terms of reference for the review and submit them to the other Party for approval. The costs of the review shall be included in the Project budget.
- 9.3 If the Grant Recipient or another interested party initiates a review or evaluation of activities that are wholly or partly funded by the Grant, Norad shall be informed. The Grant Recipient shall forward a copy of the report of any such review or evaluation to Norad without undue delay.

10 PROCUREMENT

- 10.1 All procurement under the Project shall be completed in accordance with the Procurement Provisions in Part III of this Agreement. However, the Parties have agreed that where procurement is effectuated under the rules of ICRC, ICRCs procurement rules shall prevail with regards to the following provisions: 2.1 c), 3.3 and 4.5.

11 REPAYMENT OF INTEREST AND UNUSED FUNDS

- 11.1 Interest accrued on the Grant during the course of a year shall be repaid to Norad by 31 January the following year. If the Grant Recipient receives several grants from Norad, the interest on these grants should be repaid in one instalment. The instalment shall be documented by a copy of the annual bank statement for the account. Interest accrued on the Grant in the bank accounts of foreign registered cooperating non-governmental partners shall be treated as Project income and specified in the financial statements.
- 11.2 Upon the end of the Support Period or upon termination of this Agreement, any unused funds that total NOK 500 or more shall in its entirety be repaid to Norad as soon as possible and at the latest within 6 months. The repayment shall include any interest and other financial gain accrued on the Grant and not previously repaid.
- 11.3 Repayments shall be made to the following bank account:

Name of the account: Norad



Account no.: 7694 05 14815
IBAN no.: NO31 7694 0514 815
Name and address of the bank: DNB Bank ASA, N-0021 Oslo, Norway
Swift/BIC code: DNBANOKKXXX

11.4 All transactions shall be clearly marked: "Unused funds" or "Interest". The name of the Grant Recipient shall be stated, along with Norad's agreement number and agreement title.

12 SPECIAL CONDITIONS

- a) The following shall be added to article 2 of the General Conditions: "Gender disaggregated data shall be provided where relevant."
- b) General Conditions article 12 clause 2 d) shall be amended as follows: changes to the Project's budget that imply reallocation of more than 10% of a budget line in the budget attached as an annex to this Agreement.
- c) General Conditions article 14 shall be replaced with the following: "The Grant Recipient shall make project documentation available to anyone upon request unless disclosure is prohibited by confidentiality obligations and/or if it may be detrimental to the Grant Recipient's legitimate interests. "Project documentation" shall include this Agreement and any contracts, cooperation agreement or other sub-agreements financed by the Grant, the Application and all agreed reports."
- d) The following shall be added to article 9.2 of the General Conditions: "In the event NORAD uses the intellectual property, it shall acknowledge the Grant Recipient as the owner of the intellectual property rights."
- e) The following shall be added to article 22.1 of the General Conditions: "The Grant Recipient reserves its right to not use the Norad logo, in publications and other materials where the Grant Recipient deems that such usage may compromise the safety and security of its personnel or operations in a given context or where such usage may compromise the Grant Recipient's neutrality."
- f) General Conditions article 11.2 c) shall be amended as follows: "If the cooperating partner is an entity from the Red Cross Red Crescent Movement as set forth in the Statutes of the International Red Cross and Red Crescent Movement of 1986 article 1, the cooperating partner shall accept the choice of law in article 24.1 and settlement of disputes provisions in article 24.2 and 24.4 b) of the General Conditions in relation to any disputes arising between the cooperating partner and Norad. Where the cooperating partner is not part of the Red Cross Red Crescent Movement, the cooperating partner shall accept the choice of law and settlement of disputes provisions in article 24 of the General Conditions in relation to any disputes arising between the cooperating partner and Norad."
- g) The following shall be added to article 6 of the Procurement Conditions: "The Grant Recipient reserves its right not to publish the Procurement Notice (as per chapter 6 of part III of this Agreement) where the Grant Recipient deems that publication may compromise the safety and security of its personnel or operations in a given context, or where such publication may compromise the Grant Recipient's neutrality. The ICRC/ MoveAbility, as an international organisation using pre-approved and authorised suppliers, will follow their own standards for publication of procurement notices and national/international tendering in line with their EU approved standards."
- h) General Conditions article 8.3 shall be replaced with the following: "If exchange rate fluctuations increase the value of the Grant, the gain shall be treated as disbursed Grant funds and used for Project purposes. Net surplus from conversion into foreign currency shall be repaid as unused funds at the end of the Support Period."
- i) General Conditions article 9.1 shall be amended as follows (added text in italic): The right of ownership to equipment, consumables and intellectual property rights procured or developed by use of the Grant shall vest in the Grant Recipient or its cooperating partner, unless otherwise



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

13 NOTICES

- 13.1 All communication to Norad concerning the Agreement shall be directed to the Civil Society Department at the following address/e-mail address: postmottak@norad.no copying the Civil Society Department at the following e-mail address: SIVSA.NORAD-Post@norad.no.
- 13.2 All communication to the Grant Recipient concerning the Agreement shall be directed to the Institutional Partner Coordinator at the following address/e-mail address: eva.niedermeier@redcross.no, with copy to post@redcross.no.
- 13.3 Norad's agreement number and agreement title shall be stated in all correspondence regarding this Agreement, including disbursement requests and repayment of unused funds.

14 SIGNATURES

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

Place: Oslo

Date: 3 December 2019

3/12-19



for the Norwegian Agency for Development
Cooperation,

for the Norwegian Red Cross

Knut Nyfløt

Øistein Mjærum

Assistant Director

Director

Section for Civil Society, Human Rights and
Democracy

Communication, policy and IHL

Attachments:

Annex A: Approved budget for the Project

Annex Bi: Global Logframe

Annex Bii: Indicator Overview



Standard:	Norwegian and Non-Norwegian NGOs	Revision no.:	1
General Conditions	Grant Management Regime I and II	Date:	01.03.2016

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

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1 IMPLEMENTATION PLAN AND BUDGET

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

2 PROGRESS REPORT

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

3 FINANCIAL REPORT

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

- f) overhead/indirect costs to be covered by the Grant in accordance with article 4 of the Specific Conditions;
 - g) balance sheet, when required in accordance with the accounting principles applied;
 - h) explanatory notes including a description of the accounting policies used and any other explanatory material necessary for transparent financial reporting of the Project.
- 3.3 Deviations between the approved budget and the expenses charged/capitalised shall be highlighted with information on both nominal amounts and percentage of each deviation. The Grant Recipient shall include a written explanation of any deviations amounting to more than 10% from a budget line.

4 FINAL REPORT

- 4.1 The final report to be submitted in accordance with the Specific Conditions shall describe the results achieved by the Project during the Support Period. The report shall be set up in a way that allows for a direct comparison with the Application, and shall be signed by an authorised representative of the Grant Recipient.
- 4.2 The final report shall, as a minimum, include:
- a) the items listed for the progress reports described in article 2 of the General Conditions, covering the entire Support Period;
 - b) an assessment of the Project's effect on society (Impact);
 - c) a description of the main lessons learned from the Project;
 - d) an assessment of the sustainability of the achieved results by the Project.

5 AUDIT

- 5.1 If an audit of the Project's financial statements is required pursuant to the Specific Conditions, the audit shall be carried out by an independent chartered/certified or state-authorised public accountant (auditor).
- 5.2 Norad reserves the right to approve the auditor, and may require that the auditor shall be replaced if Norad finds that the auditor has not performed satisfactorily or if there is any doubt as to the auditor's independence or professional standards.
- 5.3 The auditor shall form an opinion on whether the Project's financial statements fairly reflect the financial position of the Project and whether they are prepared, in all material respects, in accordance with the applicable financial reporting framework, namely:
- a) the accounting principles followed by the Grant Recipient and;
 - b) the requirements of article 3 clause 2 of the General Conditions.
- 5.4 The auditor shall report in accordance with the applicable audit standard, as agreed in the Specific Conditions.
- 5.5 The audit report shall include:
- a) the Project name and agreement number;
 - b) identification of the Project's total expenses and total income;
 - c) the subject of the audit;
 - d) the financial reporting framework applied;
 - e) the auditing standards applied;

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

6 CONTROL MEASURES

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



7 FINANCIAL MANAGEMENT

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

8 EXCHANGE RATE FLUCTUATIONS

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

9 EQUIPMENT, CONSUMABLES AND INTELLECTUAL PROPERTY RIGHTS

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

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

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

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

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

10 REAL PROPERTY

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

11 TRANSFER OF THE GRANT TO A COOPERATING PARTNER

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

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

12 CHANGES TO THE PROJECT OR THE GRANT RECIPIENT

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

13 EXTENSION OF THE SUPPORT PERIOD

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

14 TRANSPARENCY

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

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

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

- 14.2 Publication shall take place as soon as possible, and at the latest within six months after the contracts, cooperation agreements and/or other sub-agreements were entered into
- 14.3 The Grant Recipient shall make other project documentation, including the Application and all agreed reports, available to anyone upon request. Requests for disclosure may be denied if such disclosure is prohibited by confidentiality obligations and/or if it may be detrimental to the Grant Recipient's legitimate interests.

15 FINANCIAL IRREGULARITIES

- 15.1 The Grant Recipient is required to practise zero tolerance against corruption and other financial irregularities within and related to the Project. The zero tolerance policy applies to all staff members, consultants and other non-staff personnel and to cooperating partners and beneficiaries of the Grant.
- 15.2 Financial irregularities refers to all kinds of:
- a) corruption, including bribery, nepotism and illegal gratuities;
 - b) misappropriation of cash, inventory and all other kinds of assets;
 - c) financial and non-financial fraudulent statements;
 - d) all other use of Project funds which is not in accordance with the implementation plan and budget.
- 15.3 In order to fulfil the zero tolerance requirement, the Grant Recipient shall:
- a) organise its operations and internal control systems in a way that financial irregularities are prevented and detected;
 - b) do its utmost to prevent and stop financial irregularities within and related to the Project;
 - c) require that all staff involved in, and any consultants, suppliers and contractors financed under the Project refrain from financial irregularities.
- 15.4 The Grant Recipient shall inform Norad immediately of any indication of financial irregularities in or related to the Project. The Grant Recipient shall provide Norad with an account of all the known facts and an assessment of how the matter should be followed up, including whether criminal prosecution or other sanctions are considered appropriate.
- 15.5 The matter will be handled by Norad in accordance with Norad's guidelines for handling suspicion of financial irregularities. The Grant Recipient shall cooperate fully with Norad's investigation and follow-up. If requested by Norad, the Grant Recipient shall initiate prosecution and/or apply other sanctions against persons or entities suspected of financial irregularities.
- 15.6 Norad may claim repayment of all or parts of the Grant in accordance with article 17 of the General Conditions if it finds that any financial irregularities have taken place in or related to the Project. The repayment claim may also include any interest, investment income or any other financial gain obtained as a result of the financial irregularity.

16 CONFLICT OF INTEREST

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

17 BREACH OF THE AGREEMENT

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

18 TERMINATION OF THE AGREEMENT

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

19 WAIVER AND IMMUNITIES

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

20 LIABILITY

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

21 ASSIGNMENT

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

22 RECOGNITION AND PUBLICATION

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



23 ENTRY INTO FORCE, DURATION AND AMENDMENT

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

24 CHOICE OF LAW AND SETTLEMENT OF DISPUTES

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

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Standard: Procurement Provisions	Norwegian and Non-Norwegian NGOs	Revision no.:	2
	Grant Management Regime I, II and III	Date:	17.06.2016

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

1 INTRODUCTION

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

2 BASIC PRINCIPLES

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




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

3 ELIGIBLE TENDERERS

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

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

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

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

4 GENERAL PROCUREMENT RULES

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

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

5 AWARD OF CONTRACTS

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

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

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

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

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

6 PUBLICATION OF PROCUREMENT NOTICE

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

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

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

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

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

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

7 USE OF NEGOTIATED PROCEDURE WITHOUT PRIOR PUBLICATION

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

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

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Annex A: Budget

PROJECT TITLE: Realising the Rights of People with Disabilities
 NAME OF ORGANIZATION: Norcross / ICRC MoveAbility Foundation
 BUDGET CURRENCY: CHF (swiss francs)

	2019		2020		2021		2022		TOTAL	
	Amt (CHF)		Amt (CHF)		Amt (CHF)		Amt (CHF)		Amt (CHF)	Share %
DIRECT PROJECT COSTS (Based on cost-categories)										
DIRECT PROJECT COSTS (HQ)					20 000				20 000	0 %
Salaries (Lønnskostnader)										0 %
Travels (Reisekostnader)										0 %
Consultants and other external services (Kostnader til konsulenter og andre eksterne tjenester)										0 %
Procurement (Kostnader til innkjøp)										0 %
Other direct activity costs (Andre kostnader knyttet til implementering av prosjektet)					20 000				20 000	0 %
Audits, monitoring and evaluations (Kostnader til revisjon, monitorering, evaluering)										0 %
DIRECT PROJECT COSTS (Regional/national)	284 813		1 139 255		1 139 255		1 044 317		3 607 640	59 %
Salaries (Lønnskostnader)	224 514		898 056		898 056		823 218		2 843 844	47 %
Travels (Reisekostnader)	21 183		84 733		84 733		77 672		268 321	4 %
Operating costs (Driftskostnader)	39 116		156 466		156 466		143 427		495 475	8 %
Consultants and other external services (Kostnader til konsulenter og andre eksterne tjenester)										0 %
Procurement (Kostnader til innkjøp)										0 %
Other direct activity costs (Andre kostnader knyttet til implementering av prosjektet)										0 %
Audits, monitoring and evaluations (Kostnader til revisjon, monitorering, evaluering)										0 %
DIRECT PROJECT COSTS (Local)	195 964		783 857		783 857		718 535		2 482 212	41 %
Salaries (Lønnskostnader)										0 %
Travels (Reisekostnader)	16 758		67 033		67 033		61 446		212 270	3 %
Operating costs (Driftskostnader)										0 %
Consultants and other external services (Kostnader til konsulenter og andre eksterne tjenester)										0 %
Procurement (Kostnader til innkjøp)	35 381		141 523		141 523		129 730		448 157	7 %
Other direct activity costs (Andre kostnader knyttet til implementering av prosjektet)	141 742		566 970		566 970		519 722		1 795 404	29 %
Audits, monitoring and evaluations (Kostnader til revisjon, monitorering, evaluering)	2 083		8 331		8 331		7 637		26 381	0 %
TOTAL DIRECT PROJECT COSTS	480 777		1 923 112		1 923 112		1 762 852		6 109 852	

	2019		2020		2021		2022		TOTAL	
	Amt (CHF)		Amt (CHF)		Amt (CHF)		Amt (CHF)		Amt (CHF)	Share %
INCOME/FINANCING PLAN DIRECT PROJECT COSTS										
Grant funding Norrad	299 680		1 000 000		1 000 000		786 855		3 086 535	51 %
Grant funding donor (USAID LWF)	103 317		900 000		900 000		800 000		2 703 317	44 %
Own-contribution (NorCross)	50 000		90 000		90 000		90 000		320 000	5 %
TOTAL INCOME/FINANCING PLAN DIRECT PROJECT COSTS	452 997		1 990 000		2 320 440		2 286 013		6 109 852	

	2019		2020		2021		2022		TOTAL	
	Amt (NOK)		Amt (NOK)		Amt (NOK)		Amt (NOK)		Amt (NOK)	Rate NOK/CHF
GRANT APPLICATION/AGREED AMOUNT										
Norad contribution direct project cost	2 709 829		9 042 409		9 042 409		7 115 065		27 909 712	0.11
Norad indirect cost contribution	189 688		632 969		632 969		498 055		1 953 680	1
TOTAL NORAD GRANT AMOUNT	2 899 517		9 675 378		9 675 378		7 613 119		29 863 391	
TOTAL NORAD GRANT AMOUNT (rounded)	2 900 000		9 675 000		9 675 000		7 613 000		29 863 000	

	2019		2020		2021		2022		TOTAL	
	Amt (CHF)		Amt (CHF)		Amt (CHF)		Amt (CHF)		Amt (CHF)	Share %
DIRECT PROJECT COST BY COUNTRY (required information for multi-country agreements)										
Rwanda	76 331		305 325		305 325		279 881		966 863	16 %
Tanzania	87 304		349 216		349 216		320 114		1 105 849	18 %
Zambia	48 822		195 287		195 287		179 013		618 409	10 %
Benin	79 335		317 341		317 341		290 896		1 004 914	17 %
Côte d'Ivoire	51 599		206 394		206 394		189 195		653 582	11 %
Togo	137 387		549 547		549 547		503 751		1 740 232	29 %
TOTAL DIRECT PROJECT COSTS	480 778		1 923 111		1 923 111		1 762 850		6 089 849	

NorCross - ICRC MoveAbility Foundation Application “Less barriers and more physical rehabilitation in Sub-Saharan Africa”

GLOBAL LOGFRAME

(also see Annex 1.2 Indicator overview and Annex 1.3 Protocol reference for selected indicators)

OVERALL GOAL/ IMPACT: Persons with disabilities can fully participate in society			
Global Objective 1 – Outcome:			
By 2022 the national physical rehabilitation sector is managed by national authorities and social protection mechanisms are in place			
Indicator (and data source): Number of staff dedicated to rehabilitation and % of services covered by social mechanisms (Sources: Ministry of Health and Social Affairs)			
Description of Specific objectives	Indicator definition	Data sources & means of verification & Responsible person to monitor	
SO1.1. A physical rehabilitation entity under the authority of the Ministry of Health (MoH) is managing the national physical rehabilitation services.	Number of staff allocated to physical rehabilitation within relevant Ministry (not including centre staff paid by MoH).	Ministry organizational chart and minutes of meetings organized by MoveAbility with the entity. Responsible: MoH; MoveAbility Assistant	
SO1.2. A plan of action (or national strategic plan) is adopted by the national authority and appropriate budget and human resources allocated.	Existence of up-to-date Plan of action or Strategic Plan % of National Health Budget allocated to Physical rehabilitation.	Official reports on health expenditures issued by the government and verification during meetings with partners. Responsible: MoH; MoveAbility Assistant	
SO1.3. In respect of UNCRPD framework, a physical rehabilitation policy platform composed of diverse professional and non-professional actors is operational.	Number of meetings Number of attendees per meeting. Number of recommendations made to the relevant authorities.	Information provided by the relevant Ministry and verified by MoveAbility attendance to the platform meetings. Responsible: MoH; MoveAbility Assistant	
SO1.4. Social Protection mechanisms eliminate out-of-pocket payment related to physical rehabilitations services	% of service costs covered by private or public health/social insurance.	Periodic survey of a representative sample of public and private physical rehabilitation service providers' facilities within a country suite of household expenditure and utilization surveys. World Bank Data. Responsible: MoH; MoveAbility Assistant; regional manager	

<p>SO1.5. Number of full-time employees working for the ministry concerned who are directly involved in the implementation of the national physical rehabilitation plan</p>	<p>Number of employees</p>	<p>Human resources list of Government. Comparison with other countries. Responsible: MoH; MoveAbility Assistant; regional manager</p>
Country situation / Baseline September 2019		
<p>Benin:</p> <ul style="list-style-type: none"> - Platform exist and has Terms of Reference and Action Plan - National Strategy 2017-2021 exist but no budget has been allocated 	<p>Platform is interministerial and makes recommendations that are implemented and tackles issues such as Universal Health Coverage, quality of services, social protection mechanisms.</p> <p>National Service providers receive dotation and budget allocated to physical rehabilitation sufficient to cover material and human resources.</p>	<p style="text-align: center;">Indicators</p> <ul style="list-style-type: none"> - Annual Plan of Action; - Policies are developed and UN Convention of the Rights of Persons with Disabilities is implemented - % of national health budget - Number of full-time employees working for the MoH on rehabilitation services
<p>Côte d'Ivoire:</p> <ul style="list-style-type: none"> - Platform will be launched officially by the Ministry of Health in Autumn 2019 - Budget and human resources are allocated to physical rehabilitation services 	<p>Platform is functioning</p> <p>% of the national health budget is allocated to physical rehabilitation and increases yearly</p>	<ul style="list-style-type: none"> - National Strategic plan and policies - % of national health budget - Number of full-time employees working for the MoH on rehabilitation services
<p>Rwanda:</p> <ul style="list-style-type: none"> - Platform has been created but has no influence, no plans of action exists 	<p>A national strategic plan on rehabilitation service exist and are implemented</p> <p>Policies are developed and reviewed</p> <p>Platform is composed of multi-sectorial members</p>	<ul style="list-style-type: none"> - Situation assessment of the sector (STARS) and strategic planning (GRASP) - National Strategic Plan and policies
<p>Tanzania:</p> <ul style="list-style-type: none"> - Entity exists but with limited impact - Planning process is focusing on mapping of the sector, no budget has been established yet. 	<p>A national strategic plan on rehabilitation service exist and are implemented</p> <p>Policies are developed and reviewed</p>	<ul style="list-style-type: none"> - National Plan - % of national health budget - Number of full-time employees working for the MoH on rehabilitation services




<p>Togo:</p> <ul style="list-style-type: none"> - Physical rehabilitation is part of an established structure but no development plan exists. Universal Health Coverage is only for civil servants. 	<p>The Platform is autonomous, functionally and financially. Authorities have developed a broad Universal health coverage. Patients do not pay more than 50% of the services. A multi-sectorial approach is part of the strategy.</p>	<ul style="list-style-type: none"> - % of national health budget - Number of full-time employees working for the MoH on rehabilitation services
<p>Zambia:</p> <ul style="list-style-type: none"> - An entity managing the rehabilitation services exist, but its impact is limited 	<p>A national strategic plan on rehabilitation service exist and are implemented Policies are developed and reviewed Platform is composed of multi-sectorial members</p>	<ul style="list-style-type: none"> - National Strategic Plan and Policies - Annual Plan of Action

Global Objective 2 – Outcome:

By 2022 Knowledge and skills of physical rehabilitation professionals are enhanced and provide sustainable services

Indicator (and data source): No of professionals attending trainings and evaluation of knowledge of students. (Sources: School reports, on-site visit during clinical placement including participant individual interviews)

Description of Specific objectives - Outputs	Indicator definition	Data sources & means of verification & Responsible person to monitor
SO 2.1 Number of qualified physical rehabilitation specialists employed in the physical rehabilitation centres (limited to P&O and PT)	Number of staff	Human resources rehabilitation centres
SO2.2. Professional schools are accredited by national authorities and international organizations.	Number of accreditations retained by the school.	ISPO and relevant Ministry at National level. Monitor school's activities in support of accreditation Responsible: MoveAbility staff in charge,
SO2.3. Orthopaedic technicians, physiotherapists & other professionals enhance their skills through short courses and distance learning modules made available by schools (and/or other training entity)	Number of staff attending short modules and distance learning trainings (by category).	Report from schools and from service providers. Questionnaires to participants. Responsible: MoveAbility staff in charge

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<p>SO2.5. Students access quality clinical placements organised by orthopaedic schools in reference centres.</p>	<p>Number of students who have a clinical placement organized with MoveAbility support.</p>	<p>School reports, on-site visit during clinical placement including participant individual interviews. The school, with the support of the MoveAbility, assess the capacity of physical rehabilitation centres to propose a professional clinical placement. Criteria to define referenced centre include: quality of the workshops, number of services delivered, who is the person in charge of the students, end of placement reports, etc. Responsible: MoveAbility staff in charge, MoveAbility Regional Manager</p>
<p>SO2.6. Orthopaedic training schools have the capacity to respond to national and or regional needs.</p>	<p>% of vacant P&O and PT positions in the market. % of National students certified (P&O/PT) % of foreign students certified (P&O/PT).</p>	<p>Information provided by the school and central authority. By analysing the sector of physical rehabilitation and gathering centre information, the number of vacancies can be tracked. This shows if the sector has enough professionals. Responsible: MoveAbility staff in charge, MoveAbility Regional Manager</p>
<p>SO2.7 Professional schools attract international students.</p>	<p>% of foreign students at School (P&O/PT).</p>	<p>Information provided by the school. The statistics provided by the school show % of international students. Generally, international students pay the full scholarship (as national students usually benefit of reduced rates) and this enables the school to increase its financial independence. Responsible: MoveAbility staff in charge, MoveAbility Regional Manager</p>
<p>SO2.8. Orthopaedic training schools share knowledge and documents with each other through a peer-to-peer approach.</p>	<p>Curricula are shared among schools, discussed and adapted depending on needs.</p>	<p>Information provided by the school and verified by MoveAbility professional. Responsible: MoveAbility staff in charge, MoveAbility Regional Manager</p>
<p>SO2.9. Students have access to scholarships to allow to follow academic training.</p>	<p>Number of students sponsored by MoveAbility.</p>	<p>List of students with an indication of the sponsor. Record of the scholarships paid by the MoveAbility and report it. This financial information shows the direct financial support of the MoveAbility to students.</p>

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		Responsible: MoveAbility staff in charge, MoveAbility Regional Manager
Country situation / Baseline September 2019	Target at end of project 2022	Indicators
<p>Benin:</p> <ul style="list-style-type: none"> - The National school (ESK) does not have the capacity to provide quality training due to weak organisation. No peer-to-peer approach or relationship with other schools in the region. <p>Côte d'Ivoire:</p> <ul style="list-style-type: none"> - Orthopedic technicians, physiotherapists and other professionals need to enhance their skills <p>Rwanda:</p> <ul style="list-style-type: none"> - National school is performing relatively well but supervision is needed to maintain quality education <p>Tanzania:</p> <p>TATCOT is providing trainings but quality should be improved</p> <p>Orthopedic technicians, physiotherapists and other professionals need to enhance their skills (baseline figure in the table attached)</p> <p>Togo:</p> <p>Accreditation for the Ecole Nationale d'Auxiliaires Médicaux (ENAM) has been renewed. Many Togolese</p>	<ul style="list-style-type: none"> - ESK is accredited by national authorities - ESK has the capacity to respond to national and/or regional needs - Rehabilitation professionals attend regularly courses and trainings in accordance with MoH development plan - Rehabilitation professionals attend regularly courses and trainings in accordance with MoH development plan - Professionals are sponsored according to National Development Plan and needs - Rehabilitation professionals are well informed and skilled to provide services - School applies strictly the International Society Prosthetics and Orthotics standards (ISPO); - Up-to-date technology is used - Innovative teaching approaches are used in TATCOT - TATCOT is accredited by national authorities and international organizations - Rehabilitation professionals attend regularly courses and trainings in accordance with MoH development plan - Professionals are sponsored according to National Development Plan and needs - Rehabilitation professionals are well informed and skilled to provide services - ENAM implements ISPO (international society for prosthetics and orthotics) recommendations and retains accreditation. 	<ul style="list-style-type: none"> - Number of qualified physical rehabilitation specialists employed in the physical rehabilitation services, by gender - Number of qualified physical rehabilitation specialists employed in the physical rehabilitation services, by gender (baseline figure in the table attached) - Number of qualified physical rehabilitation specialists employed in the physical rehabilitation services, by gender (baseline figure in the table attached) - Number of qualified physical rehabilitation specialists employed in the physical rehabilitation services, by gender (baseline figure in the table attached) - Number of qualified physical rehabilitation specialists employed in the physical rehabilitation services, by gender

Jan 2023



<p>P&O have difficulty in finding a job in Togo. National and regional needs are not identified.</p>	<ul style="list-style-type: none"> - Supervisors are regularly trained and sites dispose of materials and equipment. - ENAM continue to give quality education to foreign students from the region in French. 	<ul style="list-style-type: none"> - Number of qualified physical rehabilitation specialists employed in the physical rehabilitation services, by gender
<p>Zambia: No school in country, a degree within the University (UNZA) is in the process to be set-up</p>	<ul style="list-style-type: none"> - UNZA Degree programme has been launched and is implemented 	

Global Objective 3 - Outcome:

By 2022 the physical Rehabilitation Service Providers will have increased the quality of services.

Indicator (and data source): Beneficiary Feedback Technical Assessment (BFTA) and Patient Management System (PMS), cost calculation and stock management are regularly used. BFTA is carried out twice per year. (Source: Results of interviews regarding the impact and satisfaction of the services provided and ratings increasing)

Description of Specific objectives - Outputs	Indicator definition	Data sources & means of verification & Responsible person to monitor
<p>S03.1. Results of quality assessment of prosthetics & orthotics services, including technical, clinical and service user satisfaction exist.</p>	<p>Listing of quality assessment tools used by the partner.</p>	<p>Information provided by the service providers and verified by MoveAbility during field visits. Responsible: MoveAbility staff in charge, MoveAbility Regional Manager</p>
<p>S03.2. Results of interviews regarding the impact and satisfaction of the services provided (How important the device is in social life and to earn a living, expressed in %; express the number of interviews)</p>	<p>Rating of the MoveAbility quality of services assessment.</p>	<p>MoveAbility assessor or external evaluator mandated by MoveAbility. Responsible: MoveAbility staff in charge, MoveAbility Regional Manager</p>
<p>S03.3. The quality gaps identified during the quality assessment are addressed with appropriate technical and clinical support.</p>	<p>List of supporting activities provided to the partner by MoveAbility. In the quarterly reporting, MoveAbility records the activities provided to the partner aimed at responding to identified quality gaps.</p>	<p>Quarterly MoveAbility field reports. Responsible: MoveAbility staff in charge, MoveAbility Regional Manager</p>

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<p>S03.4. Representatives of service users contribute to the analysis and discussions related to the performance of the provider.</p>	<p>Use of beneficiary satisfaction questionnaire. The beneficiary satisfaction questionnaire is used or not to enable service user's contribution. The questionnaire is done by a third party.</p>	<p>Centre filing system. Responsible: MoveAbility staff in charge, MoveAbility Regional Manager</p>
<p>S03.5. A multi-disciplinary approach is a routine standard in every partner service provider.</p>	<p>Number of patients benefitting from PT and other services.</p>	<p>Random checks of Patients files at the centres Responsible: MoveAbility staff in charge, MoveAbility Regional Manager</p>
<p>Country situation / Baseline September 2019</p>		
<p>Target at end of project 2022</p>		
<p>Côte d'Ivoire: - The user satisfaction assessment tools are introduced by the Non-governmental organization Vivre Debout. The Patient Management System has not been introduced yet.</p>	<ul style="list-style-type: none"> - Beneficiary Feedback Technical Assessment (BFTA) and Patient Management System (PMS), cost calculation and stock management are regularly used. BFTA is carried out twice per year. - Patient Management System is in place in all centres - Baseline has been established for PT involvement - Beneficiary Feedback Technical Assessment (BFTA) cost calculation and stock management are regularly used. - Assessments are regularly followed-up 	<ul style="list-style-type: none"> - Results of the quality assessments of prosthetics and orthotics services - Results of interviews regarding the impact and satisfaction of the services provided (see baseline in the table attached)
<p>Rwanda: - The user satisfaction measurement tools need to be introduced in the centres.</p>	<ul style="list-style-type: none"> - Physiotherapist standards and P&O clinical standards are applied - User satisfaction forms are filled and monitored 	<ul style="list-style-type: none"> - Results of the quality assessments of prosthetics and orthotics services - Results of interviews regarding the impact and satisfaction of the services provided (see baseline in the table attached)
<p>Tanzania: The BFTA is not used in the national centre CCBRT, feedback of service users is done with professional association</p>	<ul style="list-style-type: none"> - Multidisciplinary approach is systematically and effectively implemented and reported at CCBRT - Disabled persons Organisation and Professional Association carry out satisfaction forms 	<ul style="list-style-type: none"> - Results of the quality assessments of prosthetics and orthotics services - Results of interviews regarding the impact and satisfaction of the services provided (see baseline in the table attached)




<p>Togo: Patients files are incomplete and not up-to-date, the patient management system has been installed at the CNAO. BFTA is implemented at CNAO and CRAO-Kara. However, numbers are low.</p>	<ul style="list-style-type: none"> - Patient Management System is in place in all centres - Baseline has been established for PT involvement - Beneficiary Feedback Technical Assessment (BFTA) cost calculation and stock management are regularly used. - Assessments are regularly followed-up 	<ul style="list-style-type: none"> - Results of the quality assessments of prosthetics and orthotics services - Results of interviews regarding the impact and satisfaction of the services provided (see baseline in the table attached)
<p>Zambia: Satisfaction feedback and technical assessments are introduced but not yet used.</p>	<ul style="list-style-type: none"> - Patient Management System is in place in all centres - Baseline has been established for PT involvement - Beneficiary Feedback Technical Assessment (BFTA) cost calculation and stock management are regularly used. 	<ul style="list-style-type: none"> - Results of the quality assessments of prosthetics and orthotics services - Results of interviews regarding the impact and satisfaction of the services provided (see baseline in the table attached)

<p>Global Objective 4 - Outcome: By 2022: with the collaboration of Red Cross and Red Crescent Movement and other actors of the rehabilitation sector, People With Disabilities have increase knowledge on disability issues and have access to physical rehabilitation services</p> <p>Indicator (and data source): No of services provided and n° of awareness trainings on disability conducted (Sources: rehabilitation centres statistics and partners reports)</p>		
<p>Description of Specific objectives - Outputs</p> <p>SO4.1: Based on Red Cross and Red Crescent Movement position on disability, awareness on disability issues and inclusive programmes amongst Red Cross and Red Crescent Societies is enhanced through the physical rehabilitation policy platform.</p> <p>SO4.2. With the National Societies/other stakeholders that have the commitment and capacity to work on disability, an operational collaboration</p>	<p>Indicator definition</p> <ul style="list-style-type: none"> - Number and type of activities on disability inclusion conducted by the National Society and other partners. <p>Signed cooperation agreement between MoveAbility and the National Societies/other stakeholders. Ratio of beneficiaries serviced at the centre on the total needs of the catchment area</p>	<p>Data sources & means of verification & Responsible person to monitor</p> <p>Meetings with the NS. Responsible: MoveAbility staff in charge, MoveAbility Regional Manager</p> <p>Copy of agreement. Responsible: MoveAbility staff in charge, MoveAbility Regional Manager</p>




<p>(identification, follow up, interviews) is initiated with MoveAbility</p>		
<p>SO4.3. Economically vulnerable people with disabilities have access to physical rehabilitation services through direct MoveAbility financial support (e.g. user fees, transportation, accommodation) whenever no other financial coverage exists.</p>	<p>Ratio of financial support provided by the MoveAbility on the total number of beneficiaries.</p>	<p>MoveAbility verification. Information from MoveAbility and service providers' statistics. Local authorities (i.e. district level). Responsible: MoveAbility staff in charge, MoveAbility Regional Manager</p>
<p>SO4.4. Physical rehabilitation services providers' dispose of raw materials and other components for a cost-effective and appropriate technology.</p>	<p>Description of supply chain and stock management.</p>	<p>MoveAbility verification. Monitoring (productivity, stock control, etc.) and analysis of service providers' statistics. Responsible: MoveAbility staff in charge, MoveAbility Regional Manager</p>
<p>SO4.5. In synergy with Paralympic Sports organisations, access to sport activities is improved.</p>	<p>Number of athletes supported by MoveAbility fitted with appropriate devices who attend sport event.</p>	<p>MoveAbility verification. Statistics from service providers, reports from Paralympic Sports organisations. Responsible: MoveAbility staff in charge, MoveAbility Regional Manager</p>
<p>Country situation / Baseline September 2019</p>		
<p>Benin:</p> <ul style="list-style-type: none"> - MoveAbility is involved in small projects such as reimbursement of rehabilitation services; coaching of cerebral palsy caregivers. Professional associations are the main partners in Benin. 	<p>Target at end of project 2022</p> <ul style="list-style-type: none"> - Regular participation to the platform and implementation of the activities has improved the access to services for Persons with Disabilities. - Service providers provide trainings for caregivers of children with cerebral palsy - Local service providers and national school have solid management systems for procurement and require less contribution. 	<p>Indicators</p> <ul style="list-style-type: none"> - Number of service providers trained who serve vulnerable persons - Number of physical rehabilitation services, by gender and age - Number of devices delivered by our partners, by gender and age - Number of vulnerable persons benefitting from social services, by gender and age - Number of organizations and/or service delivery systems that serve vulnerable persons (see table with indicators and global baseline attached)

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<p>Côte d'Ivoire: There is no cooperation agreement with the Red Cross (CRCI). No contact neither with the National Paralympic Committee Professional associations are main partners for MoveAbility in country</p>	<ul style="list-style-type: none"> - Involvement of civil society - NPC participate in platform meetings - MoveAbility provides financial support to fit athletes in partnership with NGOs. - 	<ul style="list-style-type: none"> - Number of service providers trained who serve vulnerable persons - Number of physical rehabilitation services, by gender and age - Number of devices delivered by our partners, by gender and age - Number of vulnerable persons benefitting from social services, by gender and age - Number of organizations and/or service delivery systems that serve vulnerable persons (see table with indicators and global baseline attached) -
<p>Rwanda: The Rwandan Red Cross is not involved in identifying service users or inclusion activities</p>	<ul style="list-style-type: none"> - The Rwandan Red Cross identify beneficiaries - Inclusion activities are carried out - A referral system is established - Study on financial barriers to services is carried out and recommendations are implemented (together with HI) - Transport mechanisms are introduced - 	<ul style="list-style-type: none"> - Number of service providers trained who serve vulnerable persons - Number of physical rehabilitation services, by gender and age - Number of devices delivered by our partners, by gender and age - Number of vulnerable persons benefitting from social services, by gender and age - Number of organizations and/or service delivery systems that serve vulnerable persons (see table with indicators and global baseline attached) -
<p>Tanzania: The Tanzanian Red Cross is involved in the platform discussions on disability inclusion. MoveAbility supports the provision of materials for the most vulnerable through reimbursement of services.</p>	<ul style="list-style-type: none"> - Volunteers from the Tanzanian Red Cross support disability inclusion identification, awareness trainings and activity development - MoveAbility works with the Tanzanian Paralympic Committee to raise awareness on disability through the fitting of athletes. - Sports events are organised - Disabled Persons Organizations provide transportation for the most vulnerable. - 	<ul style="list-style-type: none"> - Number of service providers trained who serve vulnerable persons - Number of physical rehabilitation services, by gender and age - Number of devices delivered by our partners, by gender and age - Number of vulnerable persons benefitting from social services, by gender and age - Number of organizations and/or service delivery systems that serve vulnerable persons (see table with indicators and global baseline attached) -




<p>Togo: MoveAbility supports rehabilitation services for Cerebral palsy children and through a project which gives access to education to disabled children. Access to sport activities is difficult due to poor infrastructure and high transportation costs. Collaboration with the FETAPH, the national federation of Disabled Persons' Organisations has started with a pilot project to improve the quality of services.</p>	<ul style="list-style-type: none"> - Stakeholders are involved and committed to platform activities and discussions. - Trainings sessions of caretakers of children with cerebral palsy is carried out by partners. - CNAO and ENAM have improved the procurement management system. 	<ul style="list-style-type: none"> - Number of service providers trained who serve vulnerable persons - Number of physical rehabilitation services, by gender and age - Number of devices delivered by our partners, by gender and age - Number of vulnerable persons benefitting from social services, by gender and age - Number of organizations and/or service delivery systems that serve vulnerable persons (see table with indicators and global baseline attached)
<p>Zambia: No agreement with the Zambian Red Cross has been established. Mechanisms are not yet in place such as cost calculation, policies and finances). No agreement with the sports association in Zambia.</p>	<ul style="list-style-type: none"> - Inclusion activities are in place and part of the Zambian Red Cross organisational strategy - An additional 5% of services users are benefitting from direct support - Solid financial and management tools are in place for the procurement of materials. - Basic sports equipment is provided to the national Paralympic organisation. 	<ul style="list-style-type: none"> - Number of service providers trained who serve vulnerable persons - Number of physical rehabilitation services, by gender and age - Number of devices delivered by our partners, by gender and age - Number of vulnerable persons benefitting from social services, by gender and age - Number of organizations and/or service delivery systems that serve vulnerable persons (see table with indicators and global baseline attached)

<p>Global Objective 5 – Outcome: By 2022 committed competent managers and key senior staff of Physical Rehabilitation centres contribute to the sustainability of the services and of the sector.</p>	
<p>Indicator (and data source): Result of the management assessment (scores EMSAT) (Data: EMSAT results)</p>	
<p>Description of Specific objectives - Outputs</p>	<p>Indicator definition</p> <p>Data sources & means of verification & Responsible person to monitor</p>

<p>S05.1. Management capacity assessment tools providing a clear picture of the provider are available. Results of the management assessment.</p>	<p>Situation analyse of the management tools of the service providers</p>	<p>LMG evaluation done by MoveAbility professionals and management of the assessed centre Responsible: MoveAbility staff in charge, MoveAbility Regional Manager</p>
<p>S05.2. External assessment provides comprehensive analysis of the centre management</p>	<p>Result of the external assessment by LMG or SGS</p>	<p>External evaluator report. Responsible: MoveAbility staff in charge, MoveAbility Regional Manager</p>
<p>S05.3. The centre managers and key senior staff benefit from appropriate organizational and management support when needed and are trained on a regular basis.</p>	<p>Description of the initiatives taken to improve management. Evolution of the LMG score of the centre according to the external assessment.</p>	<p>MoveAbility head of project quarterly report. Internal and external evaluator report. Responsible: MoveAbility staff in charge, MoveAbility Regional Manager</p>
<p>Country situation / Baseline September 2019</p>		
<p>Benin: The Essential Management Package (EMP) and EMSAT have been introduced but not national Centre not yet.</p>	<p>Target at end of project 2022</p> <ul style="list-style-type: none"> - All service providers and centres use the EMSAT - Plan of Action in line with the National Strategy has been established. 	<p>Indicators</p> <ul style="list-style-type: none"> - Result of the management assessment (scores EMSAT) - Number of management training for professionals (see table with indicators and global baseline attached)
<p>Côte d'Ivoire: First EMSAT has been done and the recommendations of the NGO Benchmarking SGS are implemented at Vivre Debout.</p>	<ul style="list-style-type: none"> - EMSAT scores are improving - Sound financial systems are in place at Vivre Debout - Governance Board of Vivre Debout is well functioning 	<ul style="list-style-type: none"> - Result of the management assessment (scores EMSAT) - Number of management training for professionals (see table with indicators and global baseline attached)
<p>Rwanda: Only technical and clinical tools exist and referral centre. No external assessment has been done so far.</p>	<ul style="list-style-type: none"> - EMSAT score is done annually and action plans prioritise actions - Assessment of centres is done - Review and analysis of EMSAT scores are done with the centre managers 	<ul style="list-style-type: none"> - Result of the management assessment (scores EMSAT) - Number of management training for professionals (see table with indicators and global baseline attached)
<p>Tanzania: CCBRT uses the EMSAT system and its current score is 2 Ongoing coaching and support is needed for key management staff.</p>	<ul style="list-style-type: none"> - Score has improved to its maximum level - Management success indicators are reported and monitored - Management is using monitoring and evaluations. 	<ul style="list-style-type: none"> - Result of the management assessment (scores EMSAT) - Number of management training for professionals (see table with indicators and global baseline attached)

<p>Togo: EMSAT has been introduced at ENAM and CNAO, data collection is done at CNAO.</p>	<ul style="list-style-type: none"> - EMSAT is regularly used, results are analysed and gaps are filled. - Effectiveness and efficiency has improved at the centres - External assessment recommendations are implemented and monitored. 	<ul style="list-style-type: none"> - Result of the management assessment (scores EMSAT) - Number of management training for professionals (see table with indicators and global baseline attached)
<p>Zambia: Training has been conducted to use the tools. No scores are available yet. No assessment by external entity</p>	<ul style="list-style-type: none"> - EMSAT scores are in place and regularly assessed - An external evaluation has been carried out with the Lusaka University URCMHS. Priority actions are set to improve scores 	<ul style="list-style-type: none"> - Result of the management assessment (scores EMSAT) - Number of management training for professionals (see table with indicators and global baseline attached)

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Indicator overview: Reporting on Focus areas: Objectives and Activities (by GOs)

Duration of the programme:

October 2019 to December 2022

Countries :

Benin, Côte d'Ivoire, Rwanda, Tanzania, Togo, Zambia

GO 1. Physical rehabilitation entity	Baseline 2019	Situation / Achievement June 2021	Target December 2022	Comment
SO 1.2. A plan of action (or national strategic plan) is adopted by the national authority and appropriate budget and human resources allocated. 1.2 Existence of a national plan for physical rehabilitation	Depending on country	Plateforme is launched	Plan of Actions exist and are successfully implemented	Global indicators and targets
SO 1.4. Social Protection mechanisms eliminate out-of-pocket payment related to physical rehabilitations services. Percentage of the national health budget allocated to physical rehabilitation	Not communicated	25% of the budget allocated	Appropriate budget is allocated by national authorities.	Final target will depend per country
SO 1.5 Number of full-time employees working for the ministry concerned who are directly involved in the implementation of the national physical rehabilitation plan	5,1	8,6	12	Compilation of all six countries

GO 2. Qualified professionals employed by the partners' rehabilitation centres	Baseline 2019				Situation / Achievement June 2021				Target December 2022				Compilation of all six countries
SO 2.1 Number of qualified physical rehabilitation specialists employed in the physical rehabilitation centres (limited to P&O and PT)	P&O		PT		P&O		PT		P&O		PT		
	M	F	M	F	M	F	M	F	M	F	M	F	
	68	12	43	24	62	10	46	23	118	21	86	34	
Total:	147				141				259				

GO 3. Quality of services delivered by our partners	Baseline 2019	Situation / Achievement June 2021	Target December 2022	
SO 3.1. Results of quality assessment of prosthetics & orthotics services, including technical, clinical and service user satisfaction exist.	Depending on country	25 % very satisfied 55% quite satisfied (n= 20)	Quality assessment is rated between 60 -69 %	Beneficiary Feedback Technical Assessment (BFTA) to be scheduled after an action plan is drafted
SO 3.2 Results of interviews regarding the impact and satisfaction of the services provided (How important the device is in social life and to earn a living, expressed in %; express the number of interviews)	Depending on country	Social life 95% Earn a living 60 % (n= 20)	Social impact : 80% (n=20) very important	BFTA to be scheduled after an action plan is drafted

GO 4. Beneficiaries statistics	Baseline 2019				Situation / Achievement June 2021				Target December 2022			
SO 4.1 Number of service providers trained who serve vulnerable people (understood as staff; limited to P&O and PT)	P&O		PT		P&O		PT		P&O		PT	
	M	F	M	F	M	F	M	F	M	F	M	F
	69	9	42	14	104	13	60	21	207	27	136	42
Total	134				198				412			
SO 4.2 Number of physical rehabilitation services, by gender and age group	M	F	M Child	F Child	M	F	M Child	F Child	M	F	M Child	F Child
	1562	1299	1173	1092	2343	1948	1760	1632	4686	3897	3519	3276
Total	5126				7683				15378			
SO 4.3 - 4.2.1 Number of devices delivered by our partners, by gender and age group (limited to orthotics and Prosthetics)	Prosthetics				Prosthetics				Prosthetics			
	M	F	M Child	F Child	M	F	M Child	F Child	M	F	M Child	F Child
	245	107	46	47	368	160	69	70	735	321	138	141
Sub total prosthetics	445				667				1335			
Sub Total orthotics	Orthotics				Orthotics				Orthotics			
	M	F	M Child	F Child	M	F	M Child	F Child	M	F	M Child	F Child
	276	270	619	602	414	405	928	903	828	810	1857	1806
Total (gender/age)	521	377	665	649	782	565	997	973	1563	1131	1995	1947
Overall Total prosthetics and orthotics	2212				3317				6636			

Children from 0 - 15 years old

SO 4.3. Economically vulnerable people with disabilities have access to physical rehabilitation services through direct MoveAbility financial support. Number of vulnerable persons benefitting from social services, by gender and age	0	Number of beneficiaries has increased	Social services are provided to beneficiaries	Baseline is 0, although in some countries services are already provided
SO 4.4. Physical rehabilitation services providers' dispose of raw materials and other components for a cost-effective and appropriate technology. Number of organizations and/or service delivery systems that serve vulnerable persons strengthening	0	Number of beneficiaries has increased	Social services are provided to beneficiaries	

GO 5. Management capacities of our partners	Baseline 2019	Situation / Achievement June 2021	Target December 2022	
SO 5.1 Result of the management assessment (EMSAT: Result based on 6 systems and 28 criteria ;max. score =108; SGS NGO benchmarking expressed in %;)	Implementation of EMSAT process	EMSAT first assessment has been carried out	Increased scores and continuous process in place and correctives measures are taken	The management assessment is a continuous process
SO 5.3. The centre managers and key senior staff benefit from appropriate organizational and management support when needed. Number of management training for professionals	1	Number of management trainings have increased	management needs are regularly assessed and management trainings are in place	

