

UN AGENCY TO UN AGENCY CONTRIBUTION AGREEMENT

A. SUMMARY OF ACTIVITIES

Title:	Community Cohesion in Cox's Bazar (the " <u>Activities</u> ")
Start/End Dates:	Activities start date : 1 April 2019 or upon receiving of the 1 st tranche Activities end date : 31 December 2021
Location:	Cox's Bazar District in Bangladesh
Contribution Amount:	US\$ 1,149,552 (the " <u>Contribution</u> ")
Contributing Agency:	United Nations Development Programme (UNDP), Bangladesh
Recipient Agency:	UN Entity for Gender Equality and the Empowerment Women (UN Women), Bangladesh
Nature of Activities:	Community Cohesion. The project is in line with outputs 4.4.3 and 4.4.5 under outcome 4.4 of the Strategic Note 2019-2021/Annual Workplan 2019 of UN Women Bangladesh Country Office, which is 'More women play a greater role and are better served by humanitarian response and recovery efforts'
Purpose	The key purpose of the project is to improve social cohesion and reduce the drivers of conflict and violence in Bangladesh's Cox's Bazar District.
Annexes:	Annex 1: Project Proposal Annex 2: Agreed Budget Annex 3: Results Framework
Expected Outcomes:	Improve Economic Resilience: Addressing economic tensions at their source, UNDP and UN Women will provide skills development, comprehensive employment support, and sustainable economic opportunities to vulnerable communities; Build Social Cohesion: To dispel narrative myths which perpetuate perceptions of inequality and misinformation between groups, UNDP and UN Women will work with social activists, local media (radio), interfaith leadership and women's groups to implement a series of quick-impact confidence and social cohesion activities in Cox's Bazar. These activities will have both a Prevention of Violent Extremism (PVE) and a peacebuilding focus

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The Recipient Agency will be fully responsible for administering the Contribution in accordance with its financial regulations, rules, policies and procedures, and administrative instructions, and carrying out the Activities efficiently and effectively.

B. BUDGET

The total budget for the Activities is 1,149,552, in USD, as more fully described below.

Summary of activities and BUDGET¹	Total (USD)
Total programmable amount, including direct costs	1,064,400
Indirect support costs (8%)	85,152
Grand total	1,149,552

The Contributing Agency will not be responsible for any financial commitment or expenditure made by the Recipient Agency that exceeds the budget for the Activities. The Recipient Agency will promptly advise the Contributing Agency any time when the Recipient Agency is aware that the budget to carry out these Activities is insufficient to fully implement the Activities in the manner set out in the present Agreement, including its Annex(es). The Contributing Agency will have no obligation to provide the Recipient Agency with any funds or to make any reimbursement for expenses incurred in excess of the total budget as set forth herein.

C. COSTS RECOVERY

The Recipient Agency's support costs, determined in accordance with its cost recovery policy, will be paid from the Contribution, in accordance with the budget.

D. REPORTING

Narrative reporting:

The Recipient Agency will provide the Contributing Agency with a narrative report on the progress of the Activities on a regular basis, as set out below.

Annual Narrative Progress Report (Apr 2019 – Dec 2019)	15 March 2020
Annual Narrative Progress Report (Jan 2020 – Dec 2020)	15 March 2021
Final Narrative Report (Apr 2019 – Dec 2021)	15 March 2022

Financial Reporting:

The Recipient Agency will provide the Contributing Agency with the following financial reports, prepared in accordance with the Recipient Agency’s financial regulations, rules, policies, procedures, and administrative instructions:

a. Financial statements to be submitted according to the following schedule:

Interim Financial Statement (Apr 2019 – Dec 2019)	15 March 2020
Interim Financial Statement (Jan 2020 – Dec 2020)	15 March 2021
Provisional Financial Statement (Jan 2021 – Dec 2021)	15 March 2022

b. An annual certified financial statement as of 31 December, to be submitted by 30 June of the following year;

c. A final certified financial statement, to be submitted by 30 June of the year following the financial completion of the Project

E. CONTRIBUTIONS

The total amounts paid by the Contributing Agency shall match the total budget amount. For Activities less than one year in duration the Contribution will be paid to the Recipient Agency prior to the commencement of Activities. For multi-year Activities the Contribution will be paid in instalments according to the following schedule.

Schedule of payment:

Upon signing	365,904.00
April 2020	522,720.00
April 2021	260,928.00

The Contributing Agency acknowledges that the Recipient Agency will not pre-finance Activities. If the Contribution, or any part of it, is not received in a timely manner, the Activities may be reduced or suspended by the Recipient Agency with immediate effect.

The Contribution will be paid into the following account:

Account Details	: United Nations Entity for Gender Equality and Empowerment of Women (US Dollar account)
Account Number	: 36349669
Address	: Citibank, 111 Wall Street, New York, NY 10043
Swift	: CITIUS33
Routing	: 021 00 0089

When making such transfers the Contributing Agency will notify the Recipient Agency, UN Women Headquarters Finance, finance.donoragreements@unwomen.org and to the UN Women Deputy Director of Financial Management, donna.grimwade@unwomen.org of the following: (a) the amount transferred; (b)

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the value date of the transfer; (c) that the transfer is from the Contributing Agency pursuant to this Agreement.

F. INTELLECTUAL PROPERTY RIGHTS

All Intellectual Property Rights related to the Activities will belong to the Recipient Agency. The Contributing Agency and, if applicable, the relevant programme Government will enjoy a perpetual, royalty-free, non-exclusive and non-transferable license.

G. CORRESPONDENCE

All correspondence regarding the implementation of this Agreement will be addressed to:

Name of the Contributing Agency : United Nations Development Programme (UNDP), Bangladesh
Address : 18th Floor, IDB Bhaban, Shar-E-Bangla Nagar, Agargaoan, Dhaka, Bangladesh
Contact Person : Mr Trevor Clark, Head of Sub Office, Cox's Bazar
Email : trevor.clark@undp.org

Name of the Recipient Agency : United Nations Entity for Gender Equality and the Empowerment of Women (UN Women), Bangladesh
Address : House# 39, Road # 43, Gulshan-2, Dhaka-1212, Bangladesh
Contact Person : Ms Flora Macula, Head of Sub Office, Cox's Bazar
Email : flora.macula@unwomen.org

H. AMENDMENTS

The present Agreement, including its Annex(es), may be modified or amended only by written agreement between the two Agencies.

I. COMPLETION OF THE ACTIVITIES

The Recipient Agency will notify the Contributing Agency when all Activities have been completed.

The Recipient Agency will continue to hold any part of the Contribution that is unutilized at completion of the Activities until all commitments and liabilities incurred in the carrying out of the Activities have been satisfied and all arrangements associated with the Activities have been brought to an orderly conclusion.

J. TERMINATION OF THIS AGREEMENT

This Agreement will terminate upon satisfaction of all commitments and liabilities incurred in carrying out the Activities and the orderly conclusion of all arrangements associated with the Activities.

This Agreement may be terminated by either Agency at any time by written notice to the other. Termination will be effective thirty (30) days after receipt of the notice. In the event of termination under this paragraph, the two Agencies will cooperate to ensure completion of the Activities, satisfaction of all commitments and liabilities, and the orderly conclusion of all arrangements associated with the Activities.

K. REFUNDS OF UNSPENT BALANCES

Upon termination of this Agreement and following the submission of the final financial report, any unspent balance from the Contribution will be returned to the Contributing Agency, unless otherwise agreed in writing by the two Agencies.

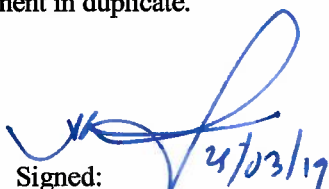
L. SETTLEMENT OF DISPUTES

The two Agencies will use their best efforts to promptly settle through direct negotiations any dispute, controversy or claim arising out of or in connection with this Agreement or any breach thereof. Any such dispute, controversy or claim which is not settled within sixty (60) days from the date either party has notified the other party of the nature of the dispute, controversy or claim and of the measures which should be taken to rectify it, will be resolved through consultation between the Executive Heads of each of the Agencies.

M. ENTRY INTO FORCE AND VALIDITY

This Agreement will enter into force upon its signature by the authorized representatives of the Parties and remain in force until terminated in accordance with Section J above.

IN WITNESS WHEREOF, the undersigned, being duly authorized thereto, have signed the present Agreement in duplicate.


Signed: 24/03/19
On behalf of the UNDP

Signed:
On behalf of the UN Women

Sudipto Mukerjee
Resident Representative a.i.


Anna-Karin Jafors
Regional Director a.i.



ANNEX 2 - BUDGET

OUTPUT	Activity	Responsible agency	total	year 1	year 2	year 3	UNDP	UNWomen
Output 1 Economic Resilience	1.01 Skills Training for Host Communities	UNDP	900,000	270,000	450,000	180,000	900,000	
	1.02 Life Skills and Resilience Training for the Rohingya	UN Women	563,000	168,900	281,500	112,600		563,000
	1.03 On the job training for daily wage workers - Quick impact infrastructure host community projects (labor)	UNDP	360,000	108,000	180,000	72,000	360,000	
	1.04 On the job training for skilled workers - Quick impact infrastructure host community projects (labor)	UNDP	270,000	81,000	135,000	54,000	270,000	
	1.05 On the job training - Quick impact infrastructure host community projects (materials)	UNDP	144,000	43,200	72,000	28,800	144,000	
	1.06 On the job training for skilled - apprenticeships with informal sector host community	UNDP	180,000	54,000	90,000	36,000	180,000	
	1.07 Engagement with employers for apprenticeships	UNDP	40,000	8,000	32,000	-	40,000	
	1.08 Start up grant tool kits (UNDP)	UNDP	174,000	52,200	87,000	34,800	174,000	
	1.09 Start up grants cash	UN Women	115,000	34,500	57,500	23,000		115,000
	1.10 Support to Women Center for Rohingya skills training (UN Women)	UNDP	135,000	40,500	67,500	27,000	135,000	
	1.11 Mentoring and Technical Assistance	UN Women	70,000	28,000	28,000	14,000		70,000
	1.12 Job placement activities	UNDP	144,000	43,200	72,000	28,800	144,000	
	1.13 Monitoring & Evaluation (incl. mid-term and final evaluation)	UNDP	9,000	2,700	4,500	1,800	9,000	
	OUTPUT 1 TOTAL		3,149,000	947,700	1,579,500	621,800	2,401,000	748,000
Output 2 Community Cohesion	2.01 Support to Women Peacebuilders and Groups	UN Women	125,000	50,000	50,000	25,000		125,000
	2.02 Local Mediator Training	UNDP	40,000	16,000	16,000	8,000	40,000	
	2.03 Inter and Intra-Faith Leadership & Dialogue	UNDP	75,000	30,000	30,000	15,000	75,000	
	2.04 Host Community Engagement Plan	UNDP	48,000	19,200	19,200	9,600	48,000	
	2.05 Mentoring and Technical Assistance	UNDP	35,000	14,000	14,000	7,000	35,000	
	OUTPUT 2 TOTAL		323,000	129,200	129,200	64,600	198,000	125,000
Project Management	Project Manager (SB5)	UNDP	288,000	96,000	96,000	96,000	288,000	
	Skills Training Specialist National (SB4)	UNDP	70,000	17,500	35,000	17,500	70,000	
	Field Facilitator Social Cohesion (SB3)	UNDP	57,600	19,200	19,200	19,200	57,600	
	Field Facilitator Gender (SB3)/Gender Specialist (SB4)	UN Women	99,167	29,167	35,000	35,000		99,167
	Admin Assistant - UNWomen (SB2)	UN Women	34,000	10,000	12,000	12,000		34,000
	Operations Officer (SB4)	UNDP	126,000	42,000	42,000	42,000	126,000	
	PROJECT MANAGEMENT TOTAL		674,767	273,967	239,200	221,700	547,600	133,167

OUTPUT	Activity	Responsible agency	total	year 1	year 2	year 3	UNDP	UNWomen
	Sub-office: Vehicle, International Staff Support Cost, UNDP/UN Women Premises, UNDP/UN Women Security, Communications and Audio-Visual (Internet, mobile, etc), Supplies, Information Technology/ Equipment, Office Meetings, workshops, conferences, Travel (including Travel Dhaka to CXB), Postal & Courier, Project Audit & M/E.	UNDP	101,600	71,120	15,240	15,240	101,600	
		UN Women	58,233	18,233	20,000	20,000		58,233
	SUB-OFFICE OPERATIONAL COST TOTAL		159,833	89,353	35,240	35,240	101,600	58,233
	UNDP PROJECT NET TOTAL	UNDP	3,242,200	1,041,320	1,499,140	701,740	3,242,200	
	UN Women PROJECT NET TOTAL	UN Women	1,064,400	338,800	484,000	241,600		1,064,400
	SUB-PROJECT NET TOTAL		4,306,600	1,380,120	1,983,140	943,340	3,242,200	1,064,400
	UNDP GMS (8%)	UNDP	259,376	83,306	119,931	56,139	259,376	
	UN Women GMS (8%)	UN Women	85,152	27,104	38,720	19,328		85,152
	TOTAL (GMS 8%)		344,528	110,409.57	158,651	75,467	259,376.00	85,152
	UNDP PROJECT TOTAL		3,501,576	1,124,626	1,619,071	757,879	3,501,576	
	UN Women PROJECT TOTAL		1,149,552	365,904	522,720	260,928		1,149,552
	GRAND TOTAL		4,651,128	1,490,529	2,141,791	1,018,807	3,501,576	1,149,552
		CAD	6,046,466					
	TOTAL for UNDP		3,501,576	1,124,626	1,619,071	757,879		
	TOTAL for UN Women		1,149,552	365,904	522,720	260,928		
	GRAND TOTAL		4,651,128	1,490,529	2,141,791	1,018,807		

Note: Budget for: a) 3000 direct beneficiaries from host communities who will receive full support from training, through on-the-job practice, to start up kits or job placement followed by mentoring, 3000 daily wage beneficiaries from host communities who will receive short term income, c) 3000 direct beneficiaries from the Rohingya who will receive resilience skills and on-the-job training

ANNEX 3

RESULTS FRAMEWORK

[Note: Results Framework will be adapted to project context, as needed]

<p>Bangladesh UNDAF Outcome: No 2. Develop and implement improved social policies and programmes that focus on good governance, reduction of structural inequalities and advancement of vulnerable individuals and groups.</p>	
<p>Outcome indicators as stated in the Country Programme [or Global/Regional] Results and Resources Framework, including baseline and targets:</p> <p><i>Bangladesh</i></p> <p><i>Indicator 2.1.1.: Extent to which there is a strengthened environment for civic engagement, including legal/regulatory framework for civil society organizations to function in the public sphere and contribute to development, and effective mechanisms/platforms to engage civil society (with a focus on women, youth or excluded groups)</i></p> <p><i>Baseline (2016): low (on 3 groups), target (2020): medium (on 3 groups);</i></p> <p>Applicable Output(s) from UNDP Strategic Plan: Outcome 2: Citizen expectations for voice, development, rule of law, and accountability are met by stronger systems of democratic governance.</p> <p>Applicable Outcome(s) from UN Women Strategic Note:</p> <p>Outcome 4.4: More women play a greater role and are better served by humanitarian response and recovery efforts</p> <p>Output 4.4.3: Rohingya refugee women & girls have access to life saving information, services, awareness raising and empowerment activities</p> <p>Output 4.4.5: Host community women affected by the Rohingya influx and Rohingya refugee women develop positive relations to promote social cohesion</p>	

Project title and Atlas Project Number:

EXPECTED OUTPUTS	OUTPUT INDICATORS ¹	DATA SOURCE	BASELINE		TARGETS (by frequency of data collection)			DATA COLLECTION METHODS & RISKS
			Value	Year	Year 1	Year 2	Year 3	
Output 1: Economic Resilience	1.1 Percent of trainees a) finding employment in the sector in which they received skill development support b) disaggregated (%) by sex.	UNDP						
			A					
	1.2 Percent of trainees a) remaining in employment at least six months/ one year after receiving skill development support b) disaggregated (%) by sex.	UNDP						
			A					

	1.3 Percent of trainees a) with a reduction in their multi-dimensional poverty b) disaggregated (%) by sex.	A	UNDP																		
		B																			
	1.4 Number of women self-reported to benefit from capacity enhancement and skills development training		UN Women																		
			UN Women																		
	Percentage of trained women started income generating/ entrepreneurial activities to reduce economic vulnerability and protection risks																				
Activity 1.1: Skills Training: Host Communities	1.1.1 Number of beneficiaries receiving: a) skills and leadership development training, b) disaggregated (%) by sex.	A	UNDP																		
		B	UNDP																		
	1.1.2 Percent of beneficiaries who a) found employment six months after receiving skills development training, b) disaggregated by sex	A	UNDP																		
		B	UNDP																		
Activity 1.2: Skills Training: Rohingya	1.1.3 Number of host community women received livelihood and business development skills training to protect and start rebuilding livelihood assets		UNDP / UN Women																		
	1.2.1 Number of beneficiaries receiving: a) resilience and life skills training, b) disaggregated (%) by sex.	A	UNDP																		
		B	UNDP																		
1.2.2 Percent of beneficiaries who a) found source of income in camps, b) disaggregated by sex	A	UNDP																			
	B	UNDP																			
Activity 1.3 On the job training – infrastructure rehabilitation – short term	1.2.3 Number of refugee women and girls received basic literacy, leadership, life and livelihood skills training		UN Women																		
	1.3.1 a) Number of trained skilled workers employed through infrastructure rehabilitation schemes b) disaggregated by sex	A	UNDP																		
		B	UNDP																		
	1.3.2 Number of wage workers employed through infrastructure rehabilitation schemes		UNDP																		

employment opportunities	1.3.3 number of person days of short term employment created	UNDP																	
	1.3.4 Average income per person / family	UNDP																	
	1.4.1 Number of trained skilled people who have completed apprenticeships	UNDP																	
	1.4.2 Number of people who have found jobs through job placement	UNDP																	
	1.4.3 Number of people who have found jobs themselves	UNDP																	
	1.4.4 Number of people who have received start up kits	UNDP / UN Women																	
	1.4.5 Number of people who have received cash grant	UNDP / UN Women																	
	1.4.6 Number of wage workers who have found employment with self-employed beneficiaries	UNDP																	
	1.4.7 Number of small businesses sustained for more than 6 months	UNDP / UN Women																	
	2.1 Number of dialogue processes held in "hot spot" communities to bring together community members to discuss concerns related to drivers of violence.	UNDP																	
2.2. Number of community members who a) report a better understanding of peacebuilding concepts b) disaggregated (%) by sex.	A	UNDP																	
	B	UNDP																	
2.3 Perceptions of respondents from host communities on whether they believe their quality of life has increased since the lows experienced immediately after the crisis began	UNDP																		
2.4 Percentage change or increase in respondents who believe that the Rohingya crisis response has contributed something to their community	UNDP																		
2.5 Number of dialogues among women's support groups, women committees and women development forum held at communities at risks	UN Women																		
Output 2: SOCIAL COHESION																			

		<i>to discuss concern related to drivers of communal violence and extremism</i>									
2.1 Support to Women Peacebuilders and Groups	2.1.1	Percentage of women who felt skills training or consultation was 'useful' or 'very useful' once session completed	UN Women								
	2.1.2	Percentage improvement in scores from a test administered at start of a training session when compared to a test administered at the end	UN Women								
	2.1.3	Number of female beneficiaries attending training sessions or discussions	UN Women								
	2.1.4	No of women's support group formed as a safe forum for women to share their concerns and needs	UN Women								
2.2 Local Mediator Training	2.2.1	Number of recipients of a) mediator training, b) disaggregated (%) by sex.	A	UNDP							
			B	UNDP							
	2.2.2	Percentage improvement in scores from a test administered at start of a training session when compared to a test administered at the end.	UNDP								
	2.2.3	Percent of beneficiaries who state that they have used these mediation skills "frequently" or "very frequently" six months after being trained.	UNDP								
2.3 Inter and Intra-Faith Leadership & Dialogue	2.3.1	Number of religious organizations adding a PVE or social cohesion element to existing programming	UNDP								
	2.3.2	Number of religious leaders given training or materials to recognize and defend against extremist or intolerant narratives in their communities	UNDP								
	2.3.3	Number of religious leaders given training or materials to recognize and address the gendered aspects of PVE.	UNDP								
2.4 Plan for Host Community Engagement		2.4.1 Plan for Host Community Engagement developed and operationalised	UNDP								