



COMMONWEALTH OF DOMINICA

**MINISTRY OF ECONOMIC AFFAIRS, PLANNING, RESILIENCE, SUSTAINABLE  
DEVELOPMENT, TELECOMMUNICATIONS AND BROADCASTING**

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5<sup>th</sup> Floor, Financial Centre  
Kennedy Avenue  
Roseau  
Commonwealth of Dominica

04<sup>th</sup> February 2021

Ugo Blanco  
Resident Representative a. i,  
UNDP – Barbados and the Eastern Caribbean  
UN House  
Marine Gardens  
Hastings, Christ Church  
**BARBADOS**

**Fax No. (246) 429 2448**

ATTN: Selena Gooding  
Operations Coordinator

Dear Mr. Blanco

**Project ID 91618 – Supporting Sustainable Ecosystem**

Please find attached one (1) signed Fund Authorization and Certificate of Expenditure (FACE) forms in the sum of three thousand, eight hundred and nine dollars and forty cents (XCD\$7,809.40).

This amount is required to record payment to Mr Brian Shillingford as per attached agreement.

Yours sincerely,

.....  
**KIMARA BURTON  
ECONOMIST**

cc: *Permanent Secretary/Environment, Rural Modernisation and Kalinago Upliftment*

*Attachment*



**Funding Authorization and Certificate of Expenditures**

UN Agency: UNDP

Date: Feb 4 2021

Country: The Commonwealth of Dominica  
 Programme Code & Title: Energy and Environment  
 Project Code & Title: 91618 Supporting Sustainable Ecosystems  
 Responsible Officer(s): Ms. Mandra Fagat  
 Implementing Institution: Ministry of Environment, Rural Modernisation and Kaligo Upliftment

Type of Request:  
 Direct Cash Transfer (DCT)  
 Reimbursement  
 Direct Payment


Currency: XCD

REPORTING		REQUESTS / AUTHORIZATIONS						
Activity Description from AWP with Duration	Coding for UNDP, UNICEF, UNFPA and WFP	Authorised Amount MM-YY YYY	Actual Project Expenditure B	Expenditures accepted by Agency C	Balance D = A - C	New Request Period & Amount MM-YY YYY	Authorised Amount F	Outstanding Authorised Amount G = D + F
Component 1								
Local Consultants	71800	\$ 378.60	\$ -	\$ -	\$ 378.60			
Validation Workshop		\$ 1,281.39			\$ 1,281.39			
Component 2								
PSC Meeting	75700	\$ 400.00			\$ 400.00			
Materials and Goods (Micro grant scheme and EnviroPlus Inc.)	72300	\$ -			\$ -			
Local consultants (Ads for local consultancies)	72500	\$ 2,456.00			\$ 2,456.00			
Workshop costs - projector, brochures	75700	\$ 275.00			\$ 275.00			
Local consultants (CRMP)	71800	\$ 632.06			\$ 632.06			
Local consultants (GIS)	71800	\$ 16,334.40	\$ 7,809.40	\$ 7,809.40	\$ 8,525.00			
<b>Total</b>		<b>\$ 12,261.35</b>	<b>\$ 7,809.40</b>	<b>\$ 7,809.40</b>	<b>\$ 4,451.95</b>			

**CERTIFICATION**

The undersigned authorized officer of the above-mentioned implementing institution hereby certifies that:

- The funding request shown above represents estimated expenditures as per AWP and itemized cost estimates attached.
- The actual expenditures for the period stated herein has been disbursed in accordance with the AWP and request with itemized cost estimates. The detailed accounting documents for these expenditures can be made available for examination, when required, for the period of five years from the date of the provision of funds.
- The progress report for the activities stated herein has been submitted.

Date Submitted: Feb 4 2021 Signature:  Name: Kimara Burton Title: Economist (Temp)

NOTES: \* Shaded areas to be completed by the UN Agency and non-shaded areas to be completed by the counterpart.

**FOR AGENCY USE ONLY:**

FOR ALL AGENCIES

Approved by: \_\_\_\_\_  
 Signature: \_\_\_\_\_  
 Name: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Date: \_\_\_\_\_

FOR UNICEF USE ONLY		FOR UNFPA USE ONLY	
Account Charges	CAG Ref. CRQ ref., Voucher ref., CRQ CAG GL	New Funding Release	Activity
Training (762010)	0	Activity 1	0
Travel (762020)	0	Activity 2	0
Migs. & Confs. (762030)	0		
Sal. & Sup. Costs (761030)	0		
Const. - Proj. Prem. (761040)	0		
Other CAG (761010)	0		
<b>Total</b>	<b>0</b>	<b>Total</b>	<b>0</b>



**LIVELIHOODS ASSISTANCE AGREEMENT**  
**SSE PROJECT**

Agreement made between the MINISTRY OF ENVIRONMENT, RURAL MODERNISATION AND KALINAGO UPLIFTMENT/SSE PROJECT AND **Brian Shillingford** in connection with livelihoods support assistance provided under the SSE project financed by the Global Environment Facility.

WHEREAS the MINISTRY OF ENVIRONMENT, RURAL MODERNISATION AND KALINAGO UPLIFTMENT under the SSE project has provided funding for Brian Shillingford to support **the reconstruction of a poultry pen and purchase of poultry.**

WHEREAS **Brian Shillingford** is ready and willing to accept such funds from the MINISTRY OF ENVIRONMENT, RURAL MODERNISATION AND KALINAGO UPLIFTMENT/SSE project for the above mentioned activities on the terms and conditions set out herein;

1. **Brian Shillingford** hereby agrees to undertake the activities approved for funding as **described.**
2. None of the funds provided pursuant to this Agreement may be used for any purpose other than those expressly described herein.
3. Payments are subject to the recipient meeting the targets below and showing evidence of targets met through receipts, pictures, reports.
4. MINISTRY OF ENVIRONMENT, RURAL MODERNISATION AND KALINAGO UPLIFTMENT agrees to provide funds in the amount of Twenty-Seven Thousand, Three Hundred and Nine Dollars and Forty Cents Eastern Caribbean Dollars as follows:
  - a. First payment on signing of this agreement and quotations for the construction (\$10 000.00)
  - b. Second payment upon receipt of invoices from first payment (\$10,000.00) which detail construction of poultry pen
  - c. Third payment upon receipt of invoices from second payment which detail further construction of poultry pen and purchase of poultry with report detailing expenditure, activities completed and pictures showing status of the project at various stages (\$7 309.40)
5. Brian Shillingford shall maintain clear, accurate and complete records in respect of the funds received under this Agreement.

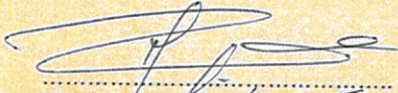





The undersigned, duly appointed representative of the SSE project and Brian Shillingford, respectively, have on behalf of the SSE project and Brian Shillingford signed the present Agreement on the dates indicated below their respective signatures.

On behalf of MINISTRY OF ENVIRONMENT,  
RURAL MODERNISATION AND  
KALINAGO UPLIFTMENT/SSE:

On behalf of BRIAN SHILLINGFORD

  
Name: Pranita Togan  
Title: Permanent Secretary  
Date: 28/04/2020

  
Name: Brian Shillingford  
Title: manager  
Date: 15/4/2020

