



# The Global Fund

To Fight AIDS, Tuberculosis and Malaria

## CCM FUNDING AGREEMENT

### Grant Agreement information

<b>Country ( 1 )</b>	CCM Panama		<b>Agreement Number ( 4 )</b>	PAN-CFUND-1401	
<b>Start Date ( 6A )</b>	01-Apr-14	<b>End of year 1 ( 6B )</b>	31-Mar-15	<b>End Date ( 6C )</b>	31-Mar-16
<b>CCM is the Recipient of Funds</b>	<input type="checkbox"/>	<b>Recipient of Funds is UNDP</b>	<input checked="" type="checkbox"/>	<b>Currency</b>	USD
<b>Modification Number ( 5 )</b>	0		<b>Modification Date</b>		
	(in numbers)		(in letters)		
<b>Year 1 Budget ( 7B )</b>	44,527	Forty four thousand five hundred twenty seven united states dollars			
<b>+ Year 2 Budget ( 7C )</b>	36,016	Thirty six thousand sixteen hundred united states dollars			
<b>= Agreement Amount ( 7D )</b>	<b>80,543</b>	Eighty thousand five hundred forty three united states dollars			
(minus) Cash balance (from prev. year)	0	Zero			
<b>= Total Amount to be disbursed</b>	<b>80,543</b>	Eighty thousand five hundred forty three united states dollars			
<b>Total Co-Funding Amount</b>	0	Zero			

### Name and address of CCM ( 2 )

**Name:** MCP de Panama (CCM Panama)

**Title:**

**Address:** Clayton, Cl.Maritza Alabarca, Edif 1000C  
Ciudad de Panamá  
Panamá

**Tel.:**

**Fax:**

### Name/Address for Notices to CCM ( 11A )

**Name:** Aurelio Nuñez

**Title:** Jefe del Programa Nacional de ITS/VIH y Sida

**Address:** Programa Nacional de ITS/VIH/SIDA  
Ave. Justo Arosemena y calle 36 este  
Edificio Carl Johnson, segundo Piso # 15  
Ciudad de Panamá  
Panamá

**Tel.:** +507 527-4944

**Fax:**

### Grants under CCM Oversight ( 8A )

PAN-H-CAI

### Information for Bank Account into which CCM Funds will be disbursed ( 9 )

**Legal owner of bank account:** United Nations Development Programme (UNDP)

**Bank account title:** UNDP Contributions (USD) Account

**Bank account number:** 015002284

**Bank name:** JPMorgan Chase Bank, N.A.

**Bank address:** 270 Park Avenue, 43rd Floor  
New York, New York 10017  
United States of America

**Bank SWIFT/IBAN/BIC code:** CHASUS33XXX

**Bank code:**

**Routing instructions:** ABA number: 021000021

**Name/Address of CCM Funding Recipient ( 3 )**

Name: UNDP - United Nations Development Programme

Title:

Address: Casa de las Naciones Unidas  
Edificio 129, Ciudad del Saber  
Clayton, Ciudad de Panamá  
Apartado Postal 0816-01914  
Panamá

Tel.: +507 302 4500

Fax: +507 302 4545

**Name/Address for Notices to CCM Funding Recipient ( 118 )**

Name: Fernando Hiraldo

Title: Representante Residente Adjunto de PNUD en Panamá

Address: Casa de las Naciones Unidas  
Edificio 129, Ciudad del Saber  
Clayton, Ciudad de Panamá  
Apartado Postal 0816-01914  
Panamá

Tel.: +507 302 4500

Fax: +507 302 4545

**Name/Address for Notices to Global Fund ( 12 )**

Name: Silvio Martinelli

Title: Regional Manager Latin America and Caribbean

Address: The Global Fund to Fight AIDS, Tuberculosis and Malaria,  
Chemin de Blandonnet 8,  
1214 Vernier-Geneva,  
Switzerland

Tel.: +41 58 791 1700

Fax: +41 58 791 1701

**This Agreement consists of the 2 pages this face sheet and the following:**


- Standard Terms and Conditions
- Annex A: Budget
- Annex B: Performance Framework

**Signed for the Designated CCM Funding Recipient by its Authorized Representative ( 13 )**

 Date 17/03/2014

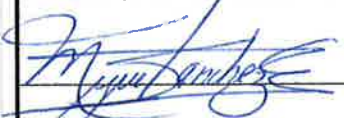
Fernando Hiraldo

Representante Residente Adjunto de PNUD en Panamá

**Acknowledged by [Chair or Vice Chair] of the Country Coordinating Mechanism ( 15 )**

 Date 14/3/14

Felix Bonilla

Chair CCM Panama

**Acknowledged by Civil Society Representative of the Country Coordinating Mechanism ( 16 )**

 Date 14-marzo-2014

Miguel Sanchez

Director, Grupo Génesis Panamá +

**Signed for the Global Fund by its Authorized Representative ( 14 )**

\_\_\_\_\_ Date \_\_\_\_\_

Department Head

\_\_\_\_\_ Date \_\_\_\_\_

Sylvie Billion

Treasurer, Deputy Chief Financial Officer

## STANDARD TERMS AND CONDITIONS

### 1. Introduction

1.1 The association (“CCM”) named in block 2 of the face sheet of this Agreement is the Country Coordinating Mechanism for the country (the “Host Country”) specified in block 1 of the face sheet of this Agreement. The CCM has responsibility for oversight of the grants specified in block 8 of the face sheet of this Agreement.

1.2 The CCM has applied to the Global Fund for funding to support certain administrative costs and other activities of the CCM. The Global Fund has agreed to provide the requested funding on the terms and subject to the conditions set out in this Agreement.

1.3 The CCM is not a legally incorporated body with separate legal personality and does not have the authority to enter into legally binding agreements with third parties. Accordingly, the CCM has designated the organization (the “CCM Funding Recipient”) named in block 3 of the face sheet of this Agreement to be responsible for receiving and managing such funding on behalf of the CCM.

### 2. Parties and Purpose

2.1 This Agreement is between The Global Fund to Fight AIDS, Tuberculosis and Malaria, a foundation established under the laws of Switzerland (the “Global Fund”) and the CCM Funding Recipient (each a “Party” and together, the “Parties”).

2.2 This Agreement sets out the terms upon which the Global Fund will make available funding up to the amount stated in block 7A of the face sheet of this Agreement to support the activities of the CCM.

### 3. Budget and Permitted Use

3.1 Funds provided under this Agreement may only be used to finance the activities of the CCM in accordance with the Performance Framework and Budget (together, the “Workplan”) respectively set out in Annexes A and B to this Agreement. Changes to the Workplan are subject to the prior written approval of the Global Fund. The CCM Funding Recipient shall ensure that all Funds provided under this Agreement are prudently managed and shall take all necessary action to ensure that funds are used solely to pay for activities in accordance with the Workplan and consistent with the terms of this Agreement. The CCM Funding Recipient shall use its reasonable efforts to ensure that such funds are not used to support or promote violence, to aid terrorists or terrorist-related activity, to conduct money-laundering activities or to fund organizations known to support terrorism or that are involved in money-laundering activities.

3.2 If the maximum amount of Funds provided under this Agreement exceeds 100,000 United States Dollars for any 12 month period occurring between the CCM Funding Start Date and the CCM Funding End Date specified in blocks 6A and 6C, respectively, of the face sheet (the “CCM Funding Period”), the CCM Funding Recipient acknowledges and understands that the Global Fund has entered into this Agreement in reliance on the representation by the CCM in its funding request that no less than 20% of any funding in excess of 100,000 United States Dollars will be provided to the CCM by sources other than the Global Fund to fund CCM activities during this period (the “Co-Funding Minimum”). Accordingly, if the CCM Funding Recipient becomes aware that the expected amount of funding from other sources for a given CCM Funding Period is in fact or is anticipated to be materially lower than the Co-Funding Minimum, the CCM Funding Recipient shall promptly notify, or cause the



## **5. Representations and Covenants**

The CCM Funding Recipient shall receive and administer the funds in accordance with its regulations, rules and directives.

## **6. Local Fund Agent**

6.1 The Global Fund has retained the services of a Local Fund Agent (the "LFA"), as indicated in block 10 of the face sheet of this Agreement, to assist the Global Fund in overseeing the implementation of this Agreement. The CCM Funding Recipient shall cooperate fully with the LFA to permit the LFA to carry out its functions, including by making available to the Global Fund and the LFA all relevant financial information drawn from relevant accounts and records.

6.2 For purposes of this Agreement, the principal representative of the LFA shall be the person named or acting in the position identified in block 10 of the face sheet of this Agreement. The Global Fund may, in its sole discretion, decide to replace the LFA or designate an alternative principal representative of the LFA and shall inform the CCM Funding Recipient accordingly.

## **7. Disbursements and Reporting**

7.1 Unless otherwise agreed between the Global Fund and the CCM Funding recipient, the Global Fund will disburse funds under this Agreement on an annual basis in advance. The Global Fund will not disburse funds under this Agreement after the CCM Funding End Date or at any time when the Global Fund has determined in its sole discretion that funds sufficient to make the disbursement are not available to the Global Fund for such purpose at the time of the disbursement. If the CCM Funding Recipient chooses to continue administrative activities in support of the CCM after the Global Fund funding available under this Agreement has been exhausted, the CCM Funding Recipient understands that the Global Fund makes no commitment beyond the amounts available under the terms of this Agreement.

7.2 The CCM Funding Recipient shall, not later than 10 months and 22 months after the CCM Funding Start Date (each such date, a "Financial Report Due Date"), provide to the Global Fund a Periodic Report and a Request for Disbursement containing the following information:

- (a) a financial report for the period beginning on the CCM Funding Start Date and ending on the Financial Report Due Date. The financial report shall set out the income and expenditure relating to funds disbursed under this Agreement and a statement of the cash balance at the end of the period and the projected cash balance at the initial CCM Funding End Date. Expenditure reporting must include costs broken down by financial cost category (salaries, administration, meetings, consultations, communications, translation, program oversight and others) as well as by CCM functional area. Information must also be provided on CCM funding use by representatives of non-governmental constituencies on the CCM. The Global Fund and the CCM Funding Recipient, shall agree on the form of the report. The CCM Funding Recipient shall explain in the report any variance between Budget and actual expenditures;
- (b) a performance report for the period beginning on the CCM Funding Start Date and ending on the Financial Report Due Date describing progress towards planned targets; and
- (c) a Request for Disbursement of CCM funding for the time period until the next Periodic Report and Disbursement Request due date, or until the end of the CCM Funding Period, whichever is soonest.

For the purposes of point 7.2, the CCM Funding Recipient shall use the form “CCM Progress Update and Disbursement Request”, available from the Global Fund upon request.

7.3 If the CCM Funding End Date is not extended, the CCM Funding Recipient shall, no later than 3 months after the CCM Funding End Date, provide to the Global Fund a financial report for the period beginning on the day after the most recent reporting period and ending on the CCM Funding End Date.

7.4 The Global Fund and the CCM Funding Recipient may make the information derived from the implementation of this CCM funding program available to the domestic and international community, consistent with the rights of individuals to privacy, the property rights of persons in trade secrets and confidential commercial or financial information. The Global Fund reserves the right to freely publish or disseminate information derived from the implementation of this CCM funding program.

## **8. Bank Accounts**

8.1 The CCM Funding Recipient shall ensure that funds disbursed to the CCM Funding Recipient are administered in accordance with UNDP Financial Regulations and Rules.

8.2 Any interest on funds disbursed by the Global Fund to the CCM Funding Recipient under this Agreement shall be accounted for and used solely in accordance with the Workplan or as otherwise agreed by the Global Fund.

## **9. Books and Records; Audits; Access**

9.1 The CCM Funding Recipient shall maintain books and records in accordance with United Nations Accounting Standards adequate to show, without limitation, all costs incurred by the CCM Funding Recipient under this Agreement. Books and records must be kept in the possession of the CCM Funding Recipient for at least three years after the date of last disbursement under this Agreement, or for such longer period, if any, required to resolve any claims or audit enquiries.

9.2 The CCM Funding Recipient shall have financial audits conducted of program expenditures in accordance with its internal and external auditing practices. The CCM Funding Recipient agrees to provide to the Global Fund a copy of biennial financial statements, as audited by its external auditors, the UN Board of Auditors. In addition, not later than June 30 of each year, the CCM Funding Recipient shall submit to the Global Fund a statement, certified by the Comptroller of the CCM Funding Recipient, of income and expenditure made under this Agreement during the preceding year.

## **10. Goods and Services; Assets**

10.1 The CCM Funding Recipient shall maintain policies and practices that govern all procurement using funds made available under this Agreement that, at a minimum, conform to standards that ensure transparency, value-for-money, competitiveness, efficiency and accountability. The CCM Funding Recipient shall ensure that such policies and practices are followed at all times.

10.2 Although goods or other property financed by the Global Fund under this Agreement may, during the CCM Funding Period, be held in the possession of the CCM or members of the CCM for the purpose of the administrative activities of the CCM, title to such goods and other property shall be held by the CCM Funding Recipient. The Global Fund may direct, at any time in its sole discretion, that title to such goods and other property be transferred to the Global Fund or another entity in the Host Country nominated by the Global Fund. All goods and services and activities financed with

funds made available under this Agreement are used solely for the activities of the CCM consistent with the Workplan.

10.3 The CCM Funding Recipient shall ensure that, where available at a reasonable cost, appropriate levels of insurance be maintained to cover the CCM's activities under this Agreement, including assets (if any) financed under this Agreement. The Global Fund assumes no liability for any loss or damage to any person or property arising in connection with this Agreement.

10.4 The CCM Funding Recipient shall try to ensure that this Agreement and the assistance financed hereunder shall be free from taxes and duties imposed under laws in effect in the Host Country.

10.5 The CCM Funding Recipient shall assert all exemptions from taxes and duties to which it believes it, the Global Fund or this Agreement is entitled.

## 11. Conduct

11.1 The Parties agree that it is important to take all necessary precautions to avoid conflicts of interest and corrupt practices. To this end, the CCM Funding Recipient shall maintain standards of conduct that govern the performance of its staff, including the prohibition of conflicts of interest and corrupt practices in connection with the award and administration of contracts, grants, or other benefits, as set forth in the Staff Regulations and Rules of the United Nations, the UNDP Financial Regulations and Rules, and the UNDP Procurement Manual.

11.2 No person affiliated with the CCM Funding Recipient (staff, individual contractors, counterpart government officials) shall participate in the selection, award or administration of a contract, grant or other benefit or transaction financed by funds made available hereunder, in which the person, members of the person's immediate family or his or her business partners, or organizations controlled by or substantially involving such person, has or have a financial interest. No person affiliated with the CCM Funding Recipient (staff, individual contractors, counterpart government officials) shall participate in such transactions involving organizations or entities with which or whom that person is negotiating or has any arrangement concerning prospective employment. Persons affiliated with the CCM Funding Recipient (staff, individual contractors, counterpart government officials) shall not solicit gratuities, favors or gifts from contractors or potential contractors.

11.3 If the CCM Funding Recipient has knowledge or becomes aware of any actual, apparent or potential conflict between the financial interests of any person affiliated with the CCM Funding Recipient, the CCM, the LFA, or the Global Fund and that person's duties with respect to the implementation of this Agreement, the CCM Funding Recipient shall immediately disclose the actual, apparent or potential conflict of interest directly to the Global Fund.

11.4 The Global Fund and the CCM Funding Recipient shall neither offer a third person nor seek, accept or be promised directly or indirectly for themselves or for another person or entity any gift or benefit that would or could be construed as an illegal or corrupt practice.

## 12. Use of Name and Logo

Neither Party shall use the logo or any trademarks of the other Party unless it has executed valid license agreements for such use.

### **13. Novation or Transfer of the Responsibilities of the CCM Funding Recipient**

If at any time, either the CCM Funding Recipient or the Global Fund concludes that the CCM Funding Recipient is not able to perform the role of CCM Funding Recipient and to carry out its responsibilities under this Agreement or if, for whatever reason, the Global Fund and the CCM Funding Recipient wish to transfer some or all of the responsibilities of the CCM Funding Recipient to another entity that is able and willing to accept those responsibilities, then the Global Fund and the CCM Funding Recipient may agree that the other entity, may be substituted for the CCM Funding Recipient in this Agreement. The substitution shall occur on such terms and conditions as the Global Fund and the new recipient agree, in consultation with the CCM. The CCM Funding Recipient hereby agrees to cooperate fully to make the transfer as smooth as possible.

### **14. Notices**

Any notice, request, document, report, or other communication submitted by the CCM Funding Recipient or the Global Fund, unless this Agreement expressly provides otherwise, shall be sent to each other Party's: (i) Authorized Representative noted in block 13 or 14 of the face sheet of this Agreement, as appropriate; or (ii) the Name/Address for Notices noted in block 11B or 12 of the face sheet of this Agreement, as appropriate. In the case of communications to the Global Fund through the LFA, the CCM Funding Recipient shall submit such communications to the person identified in block 10 of the face sheet of this Agreement. All communications under this Agreement will be in English, unless the Global Fund and the CCM Funding Recipient agree otherwise in writing.

### **15. Termination, Suspension, Expiry of CCM Funding Period**

15.1 After consultations have taken place between the Global Fund and the CCM Funding Recipient, and provided that the payments already received, together with other funds available to the program/project, are sufficient to meet all commitments and liabilities incurred in the execution/implementation of this Agreement, this Agreement may be terminated by the Global Fund or by the CCM Funding Recipient. The Agreement shall cease to be in force 30 (thirty) days after either of the Parties have given notice in writing to the other Party of its decision to terminate the Agreement. Either the Global Fund or the CCM Funding Recipient may suspend this Agreement in whole or in part upon giving the other Party seven days written notice. Any portion of this Agreement that is not terminated or suspended shall remain in full force and effect.

15.2 Notwithstanding termination of all or part of this Agreement, the CCM Funding Recipient may use funds that have already been disbursed to it to satisfy commitments and expenditures already incurred in the implementation of the Agreement before the date of termination. After the CCM Funding Recipient has satisfied such commitments and liabilities, the CCM Funding Recipient will return all remaining funds disbursed hereunder to the Global Fund or dispose of such funds as directed by the Global Fund.

### **16. Limitation of Liability; Indemnification**

16.1 The Global Fund shall be responsible only for performing the obligations that are specifically set forth in this Agreement. Except for those obligations, the Global Fund shall have no liability to the CCM Funding Recipient, any employees or any contractor thereof, the CCM (or any member thereof) or any other person or entity as a result of this Agreement. Any financial or other liability that may arise as a result of the activities of the CCM Funding Recipient shall be the sole responsibility of the CCM Funding Recipient.



16.2 This Agreement shall in no way be construed as creating the relationship of principal and agent, of partnership in law or of joint venture as between the Global Fund and the CCM Funding Recipient. Neither the CCM nor the CCM Funding Recipient shall, under any circumstances, represent that it is an agent of the Global Fund, and shall take all reasonable precautions to avoid any perception that such relationship exists.

**17. Applicable Law; Arbitration**

17.1 Any dispute between the Global Fund and the CCM Funding Recipient arising out of or relating to this Agreement that is not settled amicably shall be submitted to arbitration at the request of either Party. The arbitration shall be conducted in accordance with UNCITRAL Arbitration Rules as at present in force. The Global Fund and the CCM Funding Recipient agree to be bound by the arbitration award rendered in accordance with such arbitration, as the final adjudication of any such dispute, controversy, or claim.

17.2 For any dispute for which the amount at issue is 100,000 United States dollars or less, there shall be one arbitrator.

17.3 For any dispute for which the amount at issue is greater than 100,000 United States dollars, there shall be three arbitrators appointed as follows: The Global Fund and the CCM Funding Recipient shall each appoint one arbitrator, and the two arbitrators so appointed shall jointly appoint a third who shall be the chairperson.

**18. Miscellaneous**

18.1 No modification of this Agreement shall be valid unless in writing and signed by an authorized representative of the Global Fund and an authorized representative of the CCM Funding Recipient.

18.2 This Agreement and any annexes and attachments hereto constitute the entire agreement between the Parties and set out all the conditions, understandings and agreements between the Parties pertaining to the subject matter of this Agreement and supersedes all prior agreements, understandings, negotiations and discussions, whether oral or written. There are no conditions, understandings or other agreements, oral or written, express, implied or collateral between the Parties in connection with the subject matter of this Agreement except as specifically set forth in this Agreement and any attachments hereto.

18.3 No delay in exercising any right or remedy under this Agreement shall be construed as a waiver of such right or remedy.

18.4 This Agreement shall be binding on the successors and assignees of the CCM Funding Recipient and the Agreement shall be deemed to include the CCM Funding Recipient's successors and assignees. However, nothing in this Agreement shall permit any assignment without the prior written approval of the Global Fund.

18.5 This Agreement may be executed in one or more counterparts, all of which will constitute one and the same agreement.

## **19. Privileges and Immunities**

19.1 Nothing in or related to this Agreement may be construed as a waiver, express or implied, of the privileges and immunities accorded to the Global Fund under (i) international law, including international customary law, any international conventions, treaties or agreements, (ii) any national laws including but not limited to the United States of America's International Organizations Immunities Act (22 United States Code 288), or (iii) under the Headquarters Agreement between the Global Fund and the Swiss Federal Council dated 13 December 2004.

19.2 Nothing in or relating to the present Agreement shall be deemed a waiver, express or implied, of any of the privileges and immunities of the United Nations and UNDP.

## **20. Trustee**

The Global Fund and the International Bank for Reconstruction and Development (the "World Bank") have entered into an agreement by which the World Bank has agreed to establish the "Trust Fund for the Global Fund to Fight AIDS, Tuberculosis and Malaria" (the "Trust Fund") and to serve as the trustee of the Trust Fund (the "Trustee"). Funds made available to the CCM Funding Recipient under this Agreement will be disbursed from the Trust Fund. All of the obligations of the Global Fund under this Agreement are obligations of the Global Fund and the World Bank has no personal liability for the obligations of the Global Fund under this Agreement.

<b>Country/CCM</b>	CCM Panama		<b>Total Year1</b>	44,527
<b>Agreement Number</b>	PAN-CFUND-1401	+	<b>Total Year2</b>	36,016
<b>Currency</b>	USD	=	<b>Budget amount</b>	80,543
<b>From (date)</b>	01-Jan-14	-	<b>Net Cash Balance</b>	0
<b>To (date)</b>	31-Dec-15	=	<b>Total to be disbursed</b>	80,543
<b>The CCM is the recipient of funds *</b>	<input type="checkbox"/>		<b>Total Co-Funding Committed</b>	0
<b>List the grants under oversight by the CCM</b>	PAN-H-CAI			

<b>Cash Balance from Previous Agreement</b>		<b>Committed Amount from Previous Agreement</b>	
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## 1. BUDGET

Cost Category	Performance area	Activity	Year 1				Total Year 1	Year 2				Total Year 2	Total Year 1 + 2
			Q1	Q2	Q3	Q4		Q1	Q2	Q3	Q4		
Human Resources		Administrative secretary: a person hired will be full-time (8 hours per day) to work as coordinator and Panama CCM support in the administrative, monitoring, evaluation and monitoring. To be selected as TOR and Curriculum.	5,400	5,400	5,400	7,200	23,400	5,400	5,400	5,400	7,200	23,400	46,800
Technical Assistance	Capacity Building/Gender	A consultant will design, web site to facilitate interactive communication between CCM members.	600	0	0	0	600	0	0	0	0	0	600
Indirect Cost	Constituency Engagement	Web site maintenance	450	450	450	450	1,800	450	450	450	450	1,800	3,600
Equipment	Constituency Engagement	Rent Photocopier	600	600	600	600	2,400	600	600	600	600	2,400	4,800
Planning and Administration	Constituency Engagement	Coffee break for ordinary and extraordinary meetings with the participation of 16 members and 3 special guests (5 ordinary and 2 extraordinary)	80	160	160	160	560	80	160	160	160	560	1,120
Meetings Training Workshops Consultations	Oversight	Sight visits of 4 members of the Oversight Committee to continue with oversight duties.	80	80	80	80	320	80	80	80	80	320	640
Overheads	Capacity Building/Gender	Office maintenance (phone/internet/water/light)	450	450	450	450	1,800	450	450	450	450	1,800	3,600
Equipment	Constituency Engagement	Buying One desktop computer, including operating system and antivirus	600	0	0	0	600	0	0	0	0	0	600
Equipment	Constituency Engagement	Buying Laptop computer, including operating system and antivirus	1,200	0	0	0	1,200	0	0	0	0	0	1,200
Equipment	Constituency Engagement	Multimedia projector	650	0	0	0	650	0	0	0	0	0	650
Equipment	Constituency Engagement	Camara digital	225	0	0	0	225	0	0	0	0	0	225
Equipment	Constituency Engagement	Digital voice recorder	100	0	0	0	100	0	0	0	0	0	100
Equipment	Constituency Engagement	Escritorio modular con gavetero y silla	380	0	0	0	380	0	0	0	0	0	380
Equipment	Constituency Engagement	Additional guest chairs	300	0	0	0	300	0	0	0	0	0	300
Equipment	Constituency Engagement	Meeting table with chairs	980	0	0	0	980	0	0	0	0	0	980
Equipment	Constituency Engagement	Vertical File cabinet	300	0	0	0	300	0	0	0	0	0	300
Equipment	Constituency Engagement	Air conditioner	1,200	0	0	0	1,200	0	0	0	0	0	1,200

Overheads	Constituency Engagement	Air conditioner maintenance	50	50	50	50	200	50	50	50	50	200	400
Equipment	Constituency Engagement	Kitchen equipment includes mini fridge and microwave	435	0	0	0	435	0	0	0	0	0	435
Planning and Administration	Constituency Engagement	Office supply (paper, pencils, pens)	90	90	90	90	360	90	90	90	90	360	720
Equipment	Constituency Engagement	Projection screen	200	0	0	0	200	0	0	0	0	0	200
Overheads	Constituency Engagement	General services (maintenance/cleaning)	300	300	300	300	1,200	300	300	300	300	1,200	2,400
Meetings Training Workshops Consultations	Capacity Building/Gender	New member's induction (members and alternates = 32)	640	0	0	0	640	640	0	0	0	640	1,280
Communication materials	Constituency Engagement	Budget shipment with carrier	150	0	0	0	150	0	0	0	0	0	150
Planning and Administration	Constituency Engagement	Expenditure report verification	500	0	0	0	500	500	0	0	0	500	1,000
Communication materials	Capacity Building/Gender	Newspaper publication to job offer for administrative CCM secretary	284	0	0	0	284	0	0	0	0	0	284
Planning and Administration	Oversight	Additional conference room rental	120	120	120	120	480	120	120	120	120	480	960
Meetings Training Workshops Consultations	Capacity Building/Gender	Meeting to train CCM in budget and minimum requirement of the CCM to apply for Global Fund CCM Fund request	350	0	0	0	350	0	0	0	0	0	350
Overheads	Constituency Engagement	UNDP Panama Management	1,170	539	539	665	2,913	613	539	539	665	2,356	5,269
<i>Budget amount</i>			17,884	8,239	8,239	10,165	44,527	9,373	8,239	8,239	10,165	36,016	80,543

## 2. PERFORMANCE FRAMEWORK

Completion of this section is mandatory for all CCM Funding Requests.

For more detail on compliance levels (FC: Fully Compliant; IC: Indeterminate Compliant; NC: Non-Compliant) associated with each Eligibility Requirement (ER) and Minimum Standard (MS) Indicator please click here: [download \[ XI.SX - 70 KB English \]](#).

	Indicator	Target Q1	Target Q2	Target Q3	Target Q4	Comment
ER 3	A complete CCM oversight plan that includes activities, responsibilities, timeline and budget.	FC	FC	FC	FC	
ER 3	The oversight body (OB) has access to the following core skills: (i) financial management, (ii) disease-specific expertise, (iii) procurement and supply management, and (iv) program management. OB composition should include a key affected populations and PLWD representative(s).	FC	FC	FC	FC	
ER 3	Dated meeting minutes which document formal appointment or election of members of the CCM oversight body (OB).	FC	FC	FC	FC	
ER 3	Documentary evidence of consultations including oversight visits carried out by the oversight body or CCM, at least once every 6 months, to obtain feedback from non-CCM members and people living with and/or affected by the diseases or key affected populations.	FC	FC	FC	FC	
	Dated meeting minutes, reports or work plan that demonstrate the evidence dialogue quarterly and the follow-up with each PR.	NC	IC	FC	FC	
MS 3	Whenever problems and challenges are identified, the CCM has, in the past 6 months, taken decisions on the minimum (i) management, (ii) financial and (iii) programmatic indicators of oversight and followed up on corrective actions.	NC	IC	IC	FC	
	Evidence of oversight report(s) shared quarterly with in-country stakeholders and with the Global Fund Secretariat in a timely manner (within 1 month of OC meeting).	NC	FC	FC	FC	
ER 4	CCM membership of key affected and most at risks populations may include representatives of IDUs, MSMs, CSWs, transgender, migrants, etc. either as representatives of organized groups and/or networks or as individual representatives. In countries where these groups are criminalized, CCM has "advocates" instead of direct representation.	FC	FC	FC	FC	
ER 4	PLWD include: - For HIV, civil society members that represent PLWH organization(s)/network(s); or leaders of relevant communities if there are no organized PLWH groups. Number of representatives is determined depending on the disease burden in country. - For TB and Malaria, civil society members that represent PLWTB/M organization(s)/network(s); or leaders of relevant communities if there are no organized PLWTB/M groups. Number of representatives is determined depending on the disease burden in country.	FC	FC	FC	FC	
MS 4	The CCM membership (members and alternates) shows a balanced female representation.	FC	FC	FC	FC	
ER 5		FC	FC	FC	FC	

	Dated meeting minutes from each civil society constituency documenting the process it followed to select its representative(s) on the CCM.					
MS 5	The CCM membership shows that national civil society sector representatives constitute at least 40% of membership.	FC	FC	FC	FC	
MS 5	Each civil society representative on the CCM has a work plan from their constituency that specifies key tasks and communication responsibilities which they need to fulfil as a representative of the constituency.	NC	IC	IC	FC	
MS 5	The CCM membership details shows that the CCM Chair and Vice-Chair are from different sectors (government, national civil society sector, and development partners), and there are clear procedures for rotation as well as periodic change of the leadership.	FC	FC	FC	FC	
ER 6	The CCM Col policy applies to all members (members and alternates) and it requires all members in situations of conflict of interest, in particular PR and SR representatives, to recuse from decision making.	FC	FC	FC	FC	
ER 6	CCM members have signed a Col declaration form	FC	FC	FC	FC	
ER 6	Percentage of CCM meeting minutes in the past 12 months in which procedures to prevent, manage and mitigate Col has been applied.	FC	FC	FC	FC	
MS 6	Not more than one CCM member with voting rights per constituency is in a position of conflict of interest as per the Col declaration forms.	IC	IC	IC	IC	

**Completion of this section is optional for all CCM Funding Requests.**

Indicator	Target Q 1	Target Q 2	Target Q 3	Target Q 4	Comment
% of planned oversight activities completed with documented participation by all CCM constituencies	0	30	50	80	
% of key CCM documents completed and shared with all members	0	30	50	100	
% of planned communication activities completed by CCM to engage constituencies	0	50	75	100	
% of CCM members trained on the role of the CCM within the preceding 24 months	20	80	100	100	