

QZA-18/0162. ADDENDUM NUMBER 1 (CENTRAL AFRICAN REPUBLIC) TO AGREEMENT BETWEEN THE NORWEGIAN MINISTRY OF FOREIGN AFFAIRS AND CARITAS NORWAY CONCERNING CARITAS NORWAY HUMANITARIAN RESPONSE (2018-2019).

1 BACKGROUND

- 1.1 The Norwegian Ministry of Foreign Affairs (MFA) and the Grant Recipient (jointly referred to as the Parties) has entered into an agreement dated 23 May April 2018 (the Agreement) as amended by addendum number 1 dated 10 July 2018 concerning QZA-18/0162 Caritas Norway Humanitarian response in Central African Republic (the Project).
- 1.2 The Grant Recipient has submitted a request to MFA dated 26 April 2018 and additional information of 10 July 2018, regarding financial support to the Project, with which MFA has decided to comply.
- 1.3 The Parties have agreed to amend the Agreement through this addendum number 1 (the Addendum), which shall be an integrated part of the Agreement.

2 EXTENSION OF SUPPORT PERIOD

The Support Period set forth in the Agreement shall hereby be from 1 September 2018 to 31 August 2019.

3 ADDITIONAL GRANT

- 3.1 MFA shall, subject to Norwegian parliamentary appropriations and on the terms and conditions of the Agreement and this Addendum, provide an additional grant not exceeding **NOK 9.000.000** Norwegian Kroner nine million (the Additional Grant).
- 3.2 The Additional Grant shall be used exclusively to finance Emergency assistance and livelihoods in Bocaranga Prefecture and the surrounding area in Central African Republic as specified in the budget and results framework attached as Annex A to this Addendum.
- 3.3 The Additional Grant shall be disbursed in **two instalments**: 6 million NOK upon signing of this Addendum and 3 million NOK based on the financial need of the project.
- 3.4 The Additional Grant shall be disbursed to **bank account number: 8200 01 93468**.

4 REMAINING CONDITIONS OF THE AGREEMENT

- 4.1 A final narrative report of Addendum 1 shall be submitted to MFA no later than 28 February 2020.
- 4.2 A financial report shall be submitted to MFA along the final narrative report.
- 4.3 An audit report for Addendum 1 shall be submitted to MFA no later than 28 February 2020. The audit report shall comply with the requirements set out in article 7 of the Specific Conditions and article 5 of the General Conditions.

All other provisions of the Agreement QZA-18/0162 shall remain unchanged and in force.

5 ENTRY INTO FORCE AND DURATION

- 5.1 The Addendum shall enter into force on the date of the last signature, and remain in force until all obligations arising from it have been fulfilled.

This Addendum has been signed in two -2- original copies in the English language, whereof the Parties keep one each. In the event of any discrepancies between this English language version and any later translations, the English language version shall prevail.

Place: Oslo

Date: 10 July 2018



for the Norwegian Ministry of Foreign Affairs,

Thomas Lid Ball

Acting Director

Humanitarian Section



for Caritas Norway,

Marit Sørheim

Head of International Department

Attachments:

Annex A: budget and result framework

14. BUDGET

BUDGET: Emergency Assistance and Livelihoods in Bocaranga and the surrounding area - Central African Republic (CAR)

Project period: 01.06.2018 - 31.05.2019

Project no:

Exchange rate:USD/NOK 8,30

Budget summary

01 April 2018 - 31 March 2019

OPERATIONAL COSTS		USD	NOK	
Personnel and associates costs	1	USD 232 189	NOK	1 927 169
Travel and transportation	2	USD 55 510	NOK	460 732
Equipment and supplies	3	USD 18 501	NOK	153 559
Audit - external	4	USD 12 050	NOK	100 016
Total Operational Costs		USD 318 250	NOK	2 641 476
PROGRAMME COSTS / DIRECT COSTS				
Strategic Goal 1	5	USD 438 255	NOK	3 637 519
Strategic Goal 2	6	USD 55 784	NOK	463 008
Strategic Goal 3	7	USD 84 241	NOK	699 200
Programme staff - directly part of the implementation of activities	8	USD 102 991	NOK	854 825
Skills/training of staff - by Caritas Norway		USD 4 820	NOK	40 006
M&E - Baseline and Final Evaluation	9	USD 6 966	NOK	57 818
Operation costs	10	USD 89 478	NOK	742 668
Total Programme Costs/Direct Costs		USD 782 535	NOK	6 495 044
TOTAL		1 100 785	NOK	9 136 520
Administration costs (2,5%) Caritas Norway	11	USD 27 640	NOK	229 413
Administration costs (2,5%) Caritas Norway		USD 27 640	NOK	229 412
GRAND TOTAL		USD 1 160 885	NOK	9 635 351

Notes

1. Personnel and associated costs: Total base salary for international/national staff.
2. Travel and Transportation: air tickets, accommodation costs for staff during the implementation of the project. Also included the cost of vehicle that will be used into project implementation based on KMs that will be driven. All costs were estimated based on historical experience in implementing projects of this size and scope. + Caritas Norway: 1-2 field visits - project follow-up and monitoring.
3. Equipment and Supplies: Motorcycles, Communication fees for Thuraya and telephone, Internet and VSAT, computer, printing and supplies and services necessary to carry out the project.
2. Travel and Transportation: air tickets, per diem and accommodation costs for staff during the implementation of the project. It is also included the cost of vehicle that will be used into project implementation based on KMs that will be driven. All costs were estimated based on historical experience in implementing projects of this size and scope. + Caritas Norway: 1-2 field visits - project follow-up and monitoring
3. Equipment and Supplies: Motorcycles, Communication fees for Thuraya and telephone, Internet and VSAT, computer, printing and supplies and services necessary to carry out the project.
4. External audit: CRS CAR and Caritas Norway: Final Audit: CRS will contract an audit firm to conduct audit to projects expenditures. The cost of the audit was estimated base on last experience with audit company.
5. Strategic Goal 1: Includes cost of employees that will directly work into CFW activities, training, guides, tools, materials and expertise for CFW; payments for CFW, warehousing. Includes training for Shelter Committee, purchase of community's materials kits for shelter and Work force for shelter reconstruction, training and focus on capacity reinforcement in Build Back Better Techniques (BBBT). The costs were estimated based on historical data from previous projects of similar size, scope and objectives.
6. Strategic Goal 2: Includes training Facilities Expenses, Monthly rent and utilities for Bocaranga sub-office, SILC materials and livestock activities.
7. Strategic Goal 3: Incl. beneficiary registration and identification cards, and cost of to be dedicated to Caritas CAR capacity building while implementing the project (Staff costs, travel costs, office costs, project activities support) and workshop costs for project start up.
8. Program manager/Head of Office - Bocaranga, Field Officer MEAL, MEAL Specialist. 7 weeks project management, including coordination, monitoring, reporting, advocacy and communication.
9. Evaluation (MEAL) and monitoring: Baseline and final evaluations, real-time evaluation and post distribution monitoring.
10. ICT and Communication Expenses, bank charges and Facilities Expenses incurred for necessary implementation of the project. These was calculated based on historical experience implementing projects of this size and scope and CRS policy.

ANNEX 1: RESULTS FRAMEWORK / HIERARCHY

DEVELOPMENT GOAL / INTENDED IMPACT ON SOCIETY	
Conflict-affected HH in and around Bocaranga live in safe and dignified conditions.	
STRATEGIC GOAL 1 (Outcome): Conflict-affected HHs in and around Bocaranga have restored their individual and community assets. (target 3.000 HH – 15.000 individuals)	
Indicators	<ul style="list-style-type: none"> •Average amount FCFA/USD per HH earned through CFW •Total FCFA/USD injected into the community through CFW and Cash Transfer •Total amount USD and % of approved project budget for emergency/transitional shelter spent on goods and services produced in the affected host country economy
MoV	•Cash for Work-projects (CFW) and home reconstruction to be verified using CRS field monitoring reports during real-time evaluation
Baseline	•Baseline to be conducted in conjunction with economic indicators at the start-up to be replicated as final evaluation – end of the project.
Operational goal 1.1 (Output) Conflict-affected HHs in and around Bocaranga rehabilitate community infrastructure. (target 3.000 HH – 15.000 individuals)	
Indicators	<ul style="list-style-type: none"> •No. of Cash-for-Work (CFW) projects completed •No. of beneficiaries participating in Cash-for-Work (CFW) projects; according to gender •No. of beneficiaries receiving cash grant; according to gender
MoV	<ul style="list-style-type: none"> •CFW projects to be verified using CRS field monitoring reports. •Pay slips from CFW to be analyzed to determine the average amount earned •CRS' experienced CFW team to monitor worker attendance
Baseline	•Baseline to be conducted in conjunction with temporary employment and market system strengthening indicators at the start-up to be replicated as final evaluation – end of project
Operational goal 1.2 (Output) Conflict-affected HHs in and around Bocaranga rebuild their homes. (target 500 HH – 2.500 individuals)	
Indicators	<ul style="list-style-type: none"> •No. of HHs who have reconstructed their homes •No. of families using Build Back Better Techniques (BBBT) to rebuild their homes •No. of Community Shelter Committee members trained on BBBT; according to gender •No. of Community Shelter Committees established and number of participating members; according to gender •No. of HHs in the program area receiving emergency/transitional shelter pursuant to Sphere Project standards and FOG guidelines; according to gender
MoV	•CRS CAR/Caritas CAR teams to monitor distribution to ensure that all eligible beneficiaries.
Baseline	•Baseline to be conducted in conjunction with shelter indicators at the start-up to be replicated as final evaluation – end of the project
STRATEGIC GOAL 2 (Outcome) Conflict-affected HHs in and around Bocaranga have restored their livelihoods.	
Indicator	<ul style="list-style-type: none"> •Total HH revenue earned through livestock and SILC activities •Total amount FCFA/USD injected in the communities via livestock fairs
MoV	<ul style="list-style-type: none"> •Total amount FCFA/USD injected to be based on liquidations •Revenue data to be determined using beneficiary surveys – end of the project
Baseline	•Baseline to be conducted in conjunction with livelihoods indicators at the start-up to be replicated as final evaluation – end of the project.
Operational goal 2.1 (Output) Conflict-affected smallholders are trained on improved livestock-rearing techniques. (target 200 groups – reaching 4.000 individuals)	
Indicators	<ul style="list-style-type: none"> •No. of HH trained on improved livestock-rearing techniques •No. of contracts signed with smallholders •No. of smallholders identified

	<ul style="list-style-type: none"> •No. of households trained on conflict management •No. of animators and field agents trained on conflict management
MoV	•CRS and Caritas CAR teams to monitor training attendance to ensure that all eligible HHs are reached.
Baseline	•Baseline to be conducted in conjunction with livestock indicators at the start-up to be replicated as final evaluation – end of the project
Operational goal 2.2 (Output) Conflict-affected smallholders in and around Bocaranga receive small ruminants. (target 200 groups – reaching 4,000 individuals)	
Indicators	<ul style="list-style-type: none"> •No. of post-distribution satisfaction survey conducted •No. of livestock vaccinated •No. of organized female and youth groups benefiting from livestock distribution •No. of organized groups receiving livestock •No. of livestock distributed; according to gender
MoV	•CRS CAR and Caritas CAR teams will monitor livestock fair attendance to ensure that all eligible HHs are reached
Baseline	•Baseline to be conducted in conjunction with livestock indicators at the start-up to be replicated as final evaluation – end of the project.
Operational goal 2.3 (Output) Conflict-affected households in and around Bocaranga access credit through new Savings and Internal Lending Communities (SILC). (target 800 HH – reaching 4,000 individuals)	
Indicators	<ul style="list-style-type: none"> •No. of groups that have shared out their savings •Total USD saved by new SILC group members •Total USD taken out in loans by new SILC groups •No. of new SILC groups graduated •No. of new SILC group members; disaggregated by gender •No. of new SILC groups formed
MoV	•SAVIX database implemented by CRS and Caritas CAR with the use of digital data collection.
Baseline	•Baseline to be conducted in conjunction with financial services indicators at the start-up to be replicated as final evaluation – end of the project
STRATEGIC GOAL 3 (Outcome) Caritas CAR has strengthened its institutional capacity.	
Indicators	<ul style="list-style-type: none"> •% Increase in Sub Recipient Financial Management Policy (SRFMP) risk assessment rating between 2018 and 2019 •% Improvement in programming sectors
MoV	•CRS Program and Finance staff SRFMP assessment conducted, modified HOCAI conducted
Baseline	•Baseline to be conducted in conjunction with capacity building indicators at the start-up to be replicated as final evaluation – end of the project.
Operational goal 3.1 (Output) Caritas CAR improves its technical capacity.	
Indicators	•No. of technical trainings held for key Caritas CAR personnel
MoV	•No. of participants who attend cascade training
Baseline	•Baseline will be conducted in conjunction with capacity building and training indicators at the start-up to be replicated as final evaluation – end of the project
Operational goal 3.2 (Output) Caritas CAR improves its administrative and financial management capacity.	
Indicators	<ul style="list-style-type: none"> •No. of financial reports submitted on time •Improved quality of financial reporting •No. of workshops attended by Caritas CAR
MoV	•CRS Program and Finance staff joint visits conducted
Baseline	•Baseline to be conducted in conjunction with capacity building and training indicators at the start-up to be replicated as final evaluation at the end of the project