|  |  |
| --- | --- |
| **Grant Support Agreement**  IN SUPPORT OF  [Insert short grant activity or project title ]  GRANTEE NAME:  Grant number:  This Grant Support Agreement (hereinafter referred to as “Agreement’) is made between the United Nations Office for Project Services (hereinafter referred to as “UNOPS”) and [insert Grantee’s name and address](hereinafter referred to as “Grantee”).  **WHEREAS** UNOPS desires to provide grant support to the Grantee in the context of the implementation of [insert short grant activity or primary project/programme description] (hereinafter referred to as the “Activity”), as more specifically described in Annex A, on the terms and conditions hereinafter set forth, and  **WHEREAS** the Grantee is ready and willing to accept such funds from UNOPS for the above-mentioned activities on the terms and conditions as herein set forth.  **NOW, THEREFORE**, the Grantee and UNOPS agree as follows:   1. **Agreement Documents**    1. The following documents attached hereto shall be deemed to form an integral part of this Agreement in the following order of precedence:       1. This agreement       2. Annex A: Terms of Reference (Grant Application form and Log frame)       3. Annex B: Project Budget       4. Annex C: Reporting       5. Annex D: UNOPS General Conditions for   Grant Support Agreements   * 1. This Agreement and the Annexes attached hereto shall form the entire Agreement between the Grantee and UNOPS, superseding the contents of any other negotiations and/or agreements, whether oral or in writing, pertaining to the subject of this Agreement.  1. **Purpose of the Agreement**    1. The purpose of this Agreement is to provide support for the Activity being [insert short grant activity description] in [insert country], as described in Annex A (Terms of Reference). None of the funds provided pursuant to this Agreement may be used for any purposes other than those expressly set forth in Annex A.    2. Grant support is being provided to the Grantee on the condition that the action is implemented, and the funds are administered by the Grantee, in accordance with this Agreement. 2. **Duration of this Agreement**    1. This Agreement is effective and funds are granted by UNOPS as of [insert start date] or the date of the last signature below, whichever is the later.    2. Funds granted hereunder are available for program expenditures for the estimated period from the effective date specified in clause 3.1 above to [insert end date]**.** 3. **Role of the Grantee**   4.1 The Grantee shall:   1. Have full responsibility for ensuring that the Activity is implemented in accordance with the Agreement 2. Be responsible, in the event of financial review, audit or evaluation for providing the necessary accounting documents 3. Be responsible for providing all documents and information to UNOPS which may be required under the relevant payment requests 4. Make the arrangements for providing the financial status documentation and financial guarantee, when requested 5. Ensure professional management of the Activity, including performance monitoring and reporting activities. 6. **Grant Amount and Payments**    1. UNOPS hereby grants to the Grantee the total amount of up to [insert US Dollar amount in figures and words]as shown in the Budget in Annex B.    2. Payments to the Grantee shall be made in accordance with the following schedule, upon the submission by the Grantee of appropriate milestone reports along with payment requests, subject to the Grantee’s continued performance of its obligations under this Agreement: [[1]](#footnote-1)   **Milestone 1:** [insert US Dollar amount in figures and words]upon signature of this Agreement by both parties and provisioning of a relevant bank account dedicated for the Agreement purposes only, which is not subject to blocking.  **Milestone 2: up to** [insert US Dollar amount in figures and words]upon certification by UNOPS of receipt and acceptance of the first milestone report and the first interim financial report on the use of Grant funds and conditional on the deposit of [insert US Dollar amount in figures and words] (representing the Grantee’s portion of the contribution; transferred in RSD according to the middle exchange rate of National Bank of Serbia, at the date of deposit) into the relevant bank account dedicated for the Agreement purposes only, which is not subject to blocking, not later than [insert date].   * 1. The Grantee shall open a bank account dedicated for the Agreement purposes only, which is not subject to blocking (hereinafter referred to as “Grantee’s bank account”). All amounts in this Clause 5 are expressed in United States Dollars, but shall be paid to the Grantee in Serbian Dinars (hereinafter referred to as “RSD”) according to the United Nations Rate of Exchange for the month of payment, and shall be deposited into the Grantee’s bank account in accordance with the oneUNOPS profile form completed and submitted by the Grantee to UNOPS. If the Grantee’s bank account is in a currency other than in RSD, UNOPS shall not absorb or otherwise assume responsibility for any exchange rate losses incurred due to the commercial rates used by the grantee bank in the conversion of funds.   2. The amount of payment of such Grant funds is not subject to any adjustment or revision because of price or currency fluctuations or the actual costs incurred by the **Grantee** in the performance of the activities under this Agreement.  1. **Reporting and Evaluation**    1. The Grantee shall submit the following milestone reports during the life of this Agreement in the formats provided in Annex C, and in line with above Payment Schedule, (as per clause 5.2): 2. To UNOPS, financial reports on the use of Grant funds every 5th in the month for the previous month and in addition:  * Relevant interim report including all project account bank statements, related invoices and procurement processes or any other relevant documentation once more than 70% of the immediately preceding payment (and 100% of the previous payment, if any) has been paid by the Grantee or otherwise subject to a legal commitment;   and   1. To UNOPS, narrative reports every 5th in the month for the previous month and in addition:  * Relevant milestone report once more than 70% of the immediately preceding payment (and 100% of the previous payment, if any) has been paid by the Grantee or otherwise subject to a legal commitment;   1. Within 30 (thirty) calendar days of the end date specified in clause 3.2 above, the Grantee shall submit the following reports in the formats provided in Annex C:  1. To UNOPS, a final financial report on the use of Grant funds[[2]](#footnote-2);   and   1. To UNOPS, the final narrative milestone summary report.    1. Failure to submit the reports specified in clause 5.2 without due cause shall constitute a failure to fulfil a substantial obligation of this Agreement, in accordance with Article 16 of the General Conditions.    2. The Grantee shall be deemed discharged from its obligation under this Agreement only upon the receipt and acceptance of the reports referred to in clause 5.2 and the return of any unspent funds in accordance with this Agreement. 2. **Special Conditions** 3. The Grantee shall be required to respect basic communications and visibility requirements pursuant to the Visibility Manual of the PRO - Local Governance for People and Nature Programme. A copy of the Manual shall be provided to the Grantee by UNOPS. The Manual sets out the basic communications and visibility requirements of PRO - Local Governance for People and Nature Programme donor - the Government of Switzerland. 4. The Grantee is further restricted from transferring funds among cost categories. The Grantee is not required to get the prior approval of UNOPS where a modification to the Budget does not affect the basic purpose of the grant and the financial impact is limited to a transfer within a single budget heading up to 25% or less of the amount originally entered (or as modified by a formal amendment), including cancellation of an item, or a transfer between budget headings involving a variation (as the case may be in cumulative terms) of 15 % or less of the amount originally entered (or as modified by a formal amendment) in relation to each concerned heading for eligible costs. The Grantee may amend the Budget and shall inform UNOPS in writing prior to the budget change. However, unit prices for HR costs cannot be exceeded under any circumstances.      1. Each Party shall treat personal data in accordance with its data protection and privacy regulations, rules, directives, policies and procedures in the event that it processes any personal data in connection with this Agreement. For the purposes of this Agreement, personal data is defined as information, in any form, that relates to an identified or identifiable natural person. The obligations under this clause 7.3 shall survive the expiration or termination of this Agreement. 2. The following shall not be eligible costs under this Agreement: 3. duties, taxes and charges, including VAT; 4. return of capital; 5. debt and debt service charges; 6. provision for losses, debts, or potential future liabilities; 7. charges for any banking transfers; 8. any cost which is not in connection to the Agreement and not stipulated in the estimated budget at Annex B. 9. In the event of any dispute or conflict of interpretation of this Agreement, the English version shall prevail. 10. **Correspondence**     1. All further correspondence regarding the implementation of this Agreement should be addressed to:   For UNOPS:  [insert name, address, e-mail, phone]  For the Grantee:  [insert name, address, e-mail, phone]   * 1. Any notice given by UNOPS or the Grantee shall be sufficient only if in writing and delivered in person, mailed or delivered electronically to the respective addresses specified in Clause 8.1 above.   **IN WITNESS WHEREOF**, the undersigned, duly appointed representatives of UNOPS and of the Grantee, have on behalf of UNOPS and the Grantee, respectively, signed the present Agreement on the dates indicated below their respective signatures. | **Grant ugovor**  ZA  **[**Ubacite kratku grant aktivnost ili naziv projekta**]**  IME PRIMAOCA:  Broj Granta:  Ovaj grant ugovor (u daljem tekstu “Ugovor”) je sačinjen između Kancelarije Ujedinjenih nacija za projektne usluge (u daljem tekstu “UNOPS”) i [ubacite ime i adresu primaoca granta] (u daljem tekstu “Primalac”).  **BUDUĆI DA** UNOPS želi da odobri grant Primaocu za sprovođenje projekta za [ubacite kratku grant aktivnost ili opis primarnog projekta/programa] (u daljem tekstu “Aktivnost“) što je preciznije navedeno u Aneksu A, pod niže navedenim uslovima, i  **BUDUĆI DA** je Primalac spreman i voljan da prihvati takva novčana sredstva od UNOPS-a za gore navedene aktivnosti pod uslovima iz ovog Ugovora.  **SHODNO TOME**, Primalac i UNOPS su se sporazumeli o sledećem:   1. **Ugovorna dokumenta**    1. Smatra se da sledeća dokumenta, data ovde u prilogu, čine sastavni deo ovog Ugovora po sledećem redosledu prvenstva:       1. Ovaj ugovor       2. Aneks A: Opis projekta (Obrazac za prijavu granta i Matrica logičkog okvira)       3. Aneks B: Projektni budžet       4. Aneks C: Forme izveštaja       5. Aneks D: Opšti uslovi za Grant ugovore    2. Ovaj Ugovor i aneksi, dati u prilogu, čine celokupni Ugovor između Primaoca i UNOPS-a, zamenjuju sadržaje svih drugih pregovora i/ili sporazuma, bilo usmenih ili pismenih, koji se odnose na predmet ovog Ugovora. 2. **Cilj Ugovora**    1. Cilj ovog Ugovora je da se pruži podrška za Aktivnost [ubaci kratak opis aktivnosti granta] u [ubaci zemlju], kako je to navedeno u Aneksu A (Opis projekta). Nijedan deo sredstava obezbeđenih po ovom Ugovoru se ne može koristiti u bilo koje druge svrhe osim u one izričito navedene u Aneksu A.      * 1. Grant se odobrava Primaocu pod uslovom da Primalac sprovodi aktivnosti i upravlja sredstvima u skladu sa ovim Ugovorom.  1. **Period važenja Ugovora**    1. Ovaj Ugovor stupa na snagu i UNOPS odobrava sredstva na dan [unesi datum početka]godine ili na niže naveden datum kada je stavljen poslednji potpis, koji god dan da nastupi kasnije.    2. Sredstva dodeljena po ovom Ugovoru su na raspolaganju za rashode programa za predviđeni period trajanja od dana stupanja na snagu, prethodno navedenog u gornjem članu 3.1, do[unesi datum završetka]**.** 2. **Uloga Primaoca**   4.1 Primalac će:   1. Imati punu odgovornost da obezbedi da se Aktivnost sprovodi u skladu sa Ugovorom 2. Biti odgovoran, u slučaju finansijske kontrole, revizije ili evaluacije za dostavljanje neophodnih računovodstvenih isprava 3. Biti odgovoran za dostavljanje svih dokumenata i informacija UNOPS-u koje mogu biti potrebne prema relevantnim zahtevima za plaćanje 4. Postarati se za dostavljanje dokumentacije o finansijskom stanju i finansijsku garanciju, na zahtev 5. Obezbediti profesionalno rukovođenje Aktivnošću, uključujući praćenje rezultata i izveštavanje. 6. **Grant iznos i uplate**    1. UNOPS ovim odobrava Primaocu ukupan iznos do [unesite iznos u američkim dolarima ciframa i rečima] po prikazanom budžetu u Aneksu B.    2. Uplate Primaocu se vrše u skladu sa sledećom dinamikom, nakon što Primalac dostavi odgovarajuće zahteve za plaćanje, u skladu sa kontinuiranim izvršavanjem obaveza po ovom Ugovoru od strane Primaoca:1   **Ključni događaj 1:** [unesite iznos u američkim dolarima ciframa i rečima]po potpisivanju ovog Ugovora od obe strane i nakon obezbedjivanja relevantnog bankovnog računa Primaoca namenjenog isključivo za svrhu ovog Ugovora koji ne podleže blokadi.  **Ključni događaj 2:** **do** [unesite iznos u američkim dolarima ciframa i rečima] na osnovu UNOPS-ove potvrde prijema i prihvatanja prvog periodičnog izveštaja i prvog privremenog finansijskog izveštaja o korišćenju sredstavafgranta i uslovljeno deponovanjem [unesite iznos u američkim dolarima ciframa i rečima] (što predstavlja učešće Primaoca u dinarskoj protivvrednosti srednjeg kursa Narodne banke Srbije na dan uplate sredstava) na namenski bankovni račun Primaoca koji je izuzetkodkblokiranja, najkasnije do [unesi datum].   * 1. Primalac će otvoriti bankovni račun namenjen isključivo za svrhu ovog Ugovora koji ne podleže blokadi (u daljem tekstu "bankovni račun Primaoca"). Svi iznosi u ovom članu 5 su izraženi u američkim dolarima, ali će biti uplaćeni Primaocu u dinarima (u daljem tekstu "RSD") u skladu sa kursom Ujedinjenih nacija za mesec uplate, i biće deponovani na bankovni račun Primaoca namenjenog isključivo za svrhu ovog Ugovora koji ne podleže blokadi, u skladu sa oneUNOPS profilnim obrascem koji Primalac popunjava i dostavlja UNOPS-u. Ukoliko bankovni račun Primaoca nije u RSD valuti, UNOPS neće prihvatiti ili na neki drugi način preuzeti odgovornost za eventualne negativne kursne razlike nastale usled konverzije sredstava od strane banke Primaoca.   2. Iznos uplate ovih grant sredstava ne podleže bilo kakvom prilagođavanju zbog fluktuacija cena ili valuta ili stvarnih troškova koje **Primalac** bude imao u toku sprovođenja aktivnosti u okviru ovog Ugovora.  1. **Izveštavanje i ocena**    1. Primalac dostavlja sledeće izveštaje o napredovanju za vreme trajanja ovog Ugovora u formatima datim u Aneksu C i u skladu sa gore navedenom dinamikom uplata (shodno članu br. 5.2): 2. UNOPS-u, finansijske izveštaje o korišćenju grant sredstava svakog 5-og u mesecu za prethodni mesec i dodatno:  * Relevantni privremeni izveštaj uključujući sve bankovne izvode računa projekta, fakture i dokumenta vezana za proces nabavki ili bilo koji drugi relevantni dokument, po utrošku minimum 70% poslednje uplaćene tranše i utroška 100 % sredstava od uplaćenih svih prethodnih tranši, ako ih je bilo. Ukoliko utrošak poslednje uplaćene tranše ne dostiže 70% mogu se prihvatiti ugovorena plaćanja za nedostajući procenat do 70%;   i   1. UNOPS-u, narativne izveštaje o napredovanju, svakog 5-og u mesecu za prethodni mesec i dodatno:  * Relevantni periodični izveštaj, po utrošku minimum 70% poslednje uplaćene  tranše i utroška 100 % sredstava od uplaćenih svih prethodnih tranši,  ako ih je bilo. Ukoliko utrošak poslednje uplaćene tranše ne dostiže 70% mogu se prihvatiti ugovorena plaćanja za nedostajući procenat do 70%;   1. U roku od 30 (trideset) kalendarskih dana od datuma prethodno navedenog u gornjem članu 3.2, Primalac dostavlja sledeće izveštaje u formatima navedenim u Aneksu C:  1. UNOPS-u, konačni overeni finansijski izveštaj o korišćenju grant sredstava2;   i   1. UNOPS-u, konačni narativni sažeti izveštaj o napretku.    1. Propuštanje dostavljanja izveštaja navedenih u članu 5.2 bez opravdanog razloga predstavljaće propust u ispunjavanju suštinskih obaveza iz ovog Ugovora, u skladu sa članom 16 Opštih uslova.    2. Primalac će se smatrati razrešenim svoje obaveze po ovom Ugovoru samo po prijemu i prihvatanju izveštaja iz člana 5.2 i povraćaja svih neutrošenih sredstava u skladu sa ovim Ugovorom. 2. **Posebni uslovi**    1. Od Primaoca će se zahtevati da poštuje osnovne principe komunikacije i vidljivosti na osnovu Priručnika o vidljivosti Programa PRO – Lokalno upravljanje za ljude i prirodu. Primerak priručnika biće dostavljen Primaocu od strane UNOPS-a. Ovaj priručnik definiše osnovne principe komunikacije i vidljivosti zahtevane od donatora Programa PRO – Lokalno upravljanje za ljude i prirodu tj. Vlada Švajcarske.    2. Primalac se dodatno ograničava da vrši izmene budžeta prebacivanjem sredstava između kategorija troškova. Primalac nije u obavezi da ima prethodnu saglasnost UNOPS-a ukoliko izmena budžeta ne utiče na osnovnu svrhu granta i njen finansijski efekat je ograničen na prenos u okviru jednog budžetskog zaglavlja do 25% ili manje, od prvobitno unetog iznosa (ili kako bude promenjeno formalnim izmenama), uključujući otkazivanje neke stavke, ili prebacivanje između budžetskih zaglavlja uključujući odstupanja (u zavisnosti od slučaja može biti kumulativno) do 15% od prvobitno unesenog iznosa (ili kako bude promenjeno formalnim izmenama) dotičnog zaglavlja za opravdane troškove. U skladu sa izmenama budžeta, Primalac će obavestiti UNOPS u pisanoj formi pre nastanka budžetske izmene. Međutim, jedinične cene za ljudske troškove ne mogu se premašiti ni pod kojim okolnostima.    3. Obe Strane ophodiće se prema ličnim podacima u skladu sa svojim propisima, pravilima, direktivama, smernicama i procedurama o zaštiti podataka i privatnosti, u slučaju da se obrađuju bilo kakvi lični podaci u vezi sa ovim Ugovorom. Za potrebe ovog Ugovora, lični podaci se definišu kao informacije, u bilo kojem obliku, koje se odnose na identifikovano ili fizičko lice koje je moguće identifikovati. Obaveze prema ovom članu 7.3 važe i nakon isteka ili raskida ovog Ugovora.    4. Prema ovom Ugovoru, sledeći troškovi nisu prihvatljivi: 3. carine, porezi i naknade, uključujući PDV; 4. povraćaj kapitala; 5. dugovi i naknade za dugove; 6. provizije za buduće gubitke, dugove i potencijalne buduće obaveze; 7. naknade za bilo kakve bankovne transakcije; 8. bilo koji trošak koji nije u vezi sa Ugovorom i nije predviđen u procenjenom budžetu u Aneksu B.    1. U slučaju bilo kakvog spora ili nerazumevanja u tumačenju ovog Ugovora, engleska verzija će biti merodavna. 9. **Korespondencija**    1. Svu buduću korespondenciju u vezi sa sprovođenjem ovog Ugovora treba uputiti na:   Za UNOPS:  [unesite ime, adresu, e-mail, telefon]  Za Primaoca:  [unesite ime, adresu, e-mail, telefon]     * 1. Bilo koje obaveštenje koje daje UNOPS ili Primalac, smatra se dovoljnim samo ako je u pisanoj formi i ako se dostavi lično, poštom ili elektronskim putem na odgovarajuće adrese navedene u gornjem članu 8.1.   **POTVRĐUJUĆI OVO**, dole potpisani, propisno imenovani zastupnici UNOPS-a i Primaoca su u ime UNOPS-a, odnosno Primaoca potpisali ovaj Ugovor na datume naznačene ispod njihovih potpisa. |
| **FOR UNOPS:**  **ZA UNOPS:**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  [insert name][ubaci ime]  [title], [office][funkcija], [kancelarija]  Date (**mandatory**): | **FOR THE GRANTEE:**  **ZA PRIMAOCA:**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  [insert name][ubaci ime]  [title],[funkcija]  Date (**mandatory**): |

**ANNEX A**

**TERMS OF REFERENCE** (Grant Application form and Log frame):

Description and scope of grant activity/project

**ANNEX B**

**GRANT BUDGET**

[Note for draft: Please include simple cost breakdown of the selected proposal or simple concept note[[3]](#footnote-3) by the grantee]

**ANNEX C**

**REPORTING**

[Note for draft: If possible, include accepted UNOPS sample formats as agreed with grantee]

****

D1. Narrative reporting (Milestone and Final)

**NARRATIVE REPORT**

* **This report must be completed and signed by the Contact person.**
* **The information provided below must correspond to the financial information that appears in the financial report.**
* **Please complete the report using a computer*.***
* **Please expand the paragraphs as necessary.**
* **The Contracting Authority will reject any incomplete or badly completed reports.**
* **Unless otherwise specified, the answer to all questions must cover the reporting period as specified in the Grant Agreement**

1. **Description**
   1. Name of LG as beneficiary of grant contract:
   2. Name of partner(s) in the Project:
   3. Title of the Project:
   4. Contract number:
   5. Start date and end date of the Project:
   6. Final beneficiaries &/or target groups[[4]](#footnote-4) (if different) (including numbers of women and men, as well as members of marginalised groups):
2. **Assessment of the Project implementation** 
   1. Brief overview of the intervention’s implementation for the reporting period

*Please provide a short overview of the activities realised for the reporting period*

* 1. Detailed overview of the activities and results for the reporting period

*Please provide detailed description of* ***all*** *the activities and their results in line with the approved Proposal of the contract for the reporting period respecting following form:*

***Activity 1:***

***Title of the activity:***  *for example: Establishment of the Local Coordination Mechanism*

Topics covered <*please elaborate realised activity*>:

Results of this activity <*please quantify these results, where possible; refer to the various assumptions of the Log frame*>:

Reason for modification for the planned activity (if applicable) <*please elaborate on the problems -including delay, cancellation, postponement of activities, change in target, etc - which have arisen and how they have been addressed*>:

* 1. Activities that have not taken place (if any)?

*Please outline any activity and/or publications foreseen in the contract, that have not taken place, explaining the reasons for these*

* 1. Overview and assessment of the results of the Intervention?

*Please provide specific information and quantified data illustrating* *achieved outputs and outcomes in relation to specific and overall objectives of the Proposal.*

* 1. What has been the impact(s) on both the final beneficiaries &/or target group (if different) and the issue(s) in the target municipality or target region which the Proposal addressed?

*Please illustrate your conclusions with specific data.*

* 1. What will ensure the sustainability of the Intervention? Describe how the Intervention will continue after the support from the PRO Programme has ended and how you will ensure sustainability of achieved results. Are there any follow up activities envisaged?
  2. What are the possible risks or existing issues which are threatening sustainability of the Intervention and how do you plan to address them?
  3. Explain how the Intervention has mainstreamed cross-cutting issues such as promotion of human rights, gender equality, social inclusion, good governance (if applicable)?
  4. What has your organisation/partner learned from the Intervention implementation and through cooperation with PRO Programme and how has this learning been utilised and disseminated to other activities of the organisation?

1. **Partners and other Co-operation**
   1. How do you assess the relationship between the formal partners of this Action (i.e. those partners which have signed a partnership statement)?

*Please provide specific information for each partner organisation (what was their role, how were they included in the implementation, how did you cooperate)?*

* 1. Is the partnership to continue? If so, how? If not, why?
  2. Where applicable, outline any links and synergies you have developed with other actions.
  3. How do you evaluate co-operation with the services of the Contracting Authority (i.e. PRO Programme)?

1. **Visibility**
2. How is the visibility of the Donor`s (the SDC) contribution being ensured in the Action?
3. PRO Programme may wish to publicise the results of the Intervention. Do you have any objection to publication of the results on the PRO website? If so, please state your objections here.

Reported by: ……………………………………………

Signature of responsible person: ………………………………

Date report submitted: ………………………………

Stamp:

D2. Financial card (on the use of grant funds)

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **PRO LGPN Programme** | | | | | | | | | | | | | | | | | | | |
| **Financial card** | | | | | | | | | | | | | | | | | | | |
|  | | | | Project name**:** | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | | | |
|  | | | | For**:** | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | | | |
|  | | | | Municipality**:** | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | | | |
|  | | | | Grant No: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | |  | |
| No | No. of bank statement | date of bank statement | Description | | B.L No. | Grant No. (from the agreement) | paid to | credit | debit | balance | Exchange rates  (USD-RSD) | | credit  (in USD) | Expenditure  (in USD) | | PRO LGPN part | | Applicant part | |
| 1 |  |  | payment description in english | |  |  |  |  |  | 0.00 |  | |  |  | |  | |  | |
| 2 |  |  |  | |  |  |  |  |  | 0.00 |  | |  | 0.00 | |  | |  | |
| 3 |  |  |  | |  |  |  |  |  | 0.00 |  | |  | 0.00 | |  | |  | |
| 4 |  |  |  | |  |  |  |  |  | 0.00 |  | |  | 0.00 | |  | |  | |
| 5 |  |  |  | |  |  |  |  |  | 0.00 |  | |  | 0.00 | |  | |  | |
| ... |  |  |  | |  |  |  |  |  | 0.00 |  | |  | 0.00 | |  | |  | |
|  |  |  |  | |  |  | **total** | 0.00 | 0.00 | 0.00 |  | | 0.00 | 0.00 | | 0.00 | | 0.00 | |
|  |  |  |  | |  |  |  |  |  |  |  | |  |  | |  | |  | |
|  | | | | | | | | | | | | PRO LGPN Programme 1st instalment expenditure percentage | | | | | #DIV/0! | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Person responsible:** | |  | |
|  |  | **(signature)** | |
|  | **Position:** |  | |
|  |  |  |  |
|  | **Date:** |  | |

D.3 Financial report (on the use of grant funds)

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PRO LGPN** | | | | | | | |
| **Financial report** | | | | | | | |
| **Date:** |  | | | | | | |
|  |  |  |  |  |  |  |  |
| **Project Title:** |  | | | | | | |
|  |  |  |  |  |  |  |  |
| **Name of the RECIPIENT:** |  | | | | | | |
|  |  |  |  |  |  |  |  |
| **Total Amount of Funds under the Agreement:** |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| **Date of the Agreement:** |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| ***FINANCIAL REPORT FOR THE PERIOD COVERING*** | | ***FROM\_\_\_\_\_\_\_\_*** | | ***TO\_\_\_\_\_\_\_\_\_\_\_*** | |  |  |
|  |  |  |  |  |  |  |  |
| **Total Budget in USD** | | | | | **Disbursements USD** | **Balance USD** | **Spent in %** |
| **Item** | **Unit** | **# of units** | **Unit rate** | **total budget** |
|  |  | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
|  |  | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
|  |  | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
|  |  | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
|  |  | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
|  |  | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
|  |  | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
|  |  | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| **TOTAL** |  |  |  | **0.00** | **0.00** | **0.00** | 0.00% |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| **Sources of funding** | **Amounts** | **Percentage** |  |  |  |  |  |
| **PRO LGPN expenditures** | 0 | 0.00% |  |  |  |  |  |
|  |  |  | **Person responsible:** | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |
|  |  | **(signature)** | | |
| **Expenditures from RECIPIENT** | 0 | 0.00% |  | **Position:** | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |
|  |  |  |  |  |  |  |  |
| **OVERALL TOTAL** | 0 | 0.00% |  | **Date:** | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |

**ANNEX D**

**GENERAL CONDITIONS FOR GRANT SUPPORT AGREEMENTS**

1. **Liability and General Obligations of Grantee**
   1. The Grantee shall be responsible for complying with any legal obligations incumbent on them.
   2. The Grantee shall carry out all activities for which it is responsible under this Agreement with due diligence and efficiency.
   3. UNOPS shall not, under any circumstances or any grounds, be held liable in the event of a claim under the Agreement relating to any damage caused during the Activity’s execution.
   4. The Grantees shall make good any damage sustained by UNOPS as a result of the execution or faulty execution of the Activity.
   5. Subject to the express terms of this Agreement, it is understood that the Grantee shall have exclusive control over the administration and implementation of this Agreement and that UNOPS shall not interfere in the exercise of such control. However, both the quality of the Grantee’s work and the progress being made toward successfully achieving the goals of such activities shall be subject to review by UNOPS. If at any time UNOPS is not satisfied with the quality of work or the progress being made toward achieving such goals, UNOPS may in its discretion (i) withhold payment of funds until in its opinion the situation has been corrected; or (ii) declare this Agreement terminated by written notice to the Grantee; and/or (iii) seek any other remedy as may be necessary. UNOPS’ determination as to the quality of work being performed and the progress being made toward such goals shall be final and shall be binding and conclusive upon the Grantee insofar as further payments by UNOPS are concerned.
   6. UNOPS undertakes no responsibilities in respect of life, health, accident, travel or any other insurance coverage for any person who may be necessary or desirable for the purpose of this Agreement or for any personnel undertaking activities under this Agreement. Such responsibilities shall be borne by the Grantee.
   7. The rights and obligations of the Grantee are limited to the terms and conditions of this Agreement. Accordingly, the Grantee and personnel performing services on its behalf shall not be entitled to any benefit, payment, compensation or entitlement except as expressly provided in this Agreement.
2. **Intellectual Property Rights**
   1. All intellectual property rights, including but not limited to maps, drawings, photographs, mosaics, plans, manuscripts, records, reports, recommendations, estimates, documents, images, sounds and other materials, except pre-existing materials, publicly or privately owned, collected, created, developed or prepared as a consequence of or in the course of the performance of this Activity, shall become the sole property of the Funding Source, unless otherwise stipulated in the Project Agreement.
   2. The Grantee shall hold harmless and fully indemnify UNOPS from and against all claims and proceedings for infringement of any patent rights, design trademark or name or other protected rights resulting from Grantee’s performance.
3. **Confidentiality**
   1. UNOPS and the Grantee undertake to preserve the confidentiality of any document, information or other material directly related to the Activity that is deemed or classified as confidential, where disclosure could cause prejudice to the other party.
4. **Allowable Costs**
   1. The Grantee shall be reimbursed for costs incurred in carrying out the purposes of this Agreement which are determined by UNOPS to be reasonable, allocable, and allowable in accordance with the terms of this Agreement. The following definitions of what may be considered as reasonable, allocable, and allowable costs apply:
5. Reasonable: shall mean those costs which are generally recognized as ordinary and necessary and would be incurred by a prudent person in the conduct of normal business.
6. Allocable costs: shall mean those costs which are incurred specifically in connection to the Agreement, and are provided in the estimated budget at Annex C.
7. Allowable costs: shall mean those costs which conform to any limitations in the Agreement.
   1. The eligible costs must be incurred during the period of the Activity, specified in Article 3 of the Agreement and recorded in the Grantee’s accounts in accordance with accepted accounting procedures.
   2. Prior to incurring a questionable or unique cost, the Grantee shall obtain UNOPS's written determination on whether the cost will be allowable.
   3. It is UNOPS policy that no funds shall be paid as profit or fee to a Grantee under this Agreement or any sub-Grantee. This restriction does not apply to contractual relationships entered into by the Grantee under this Agreement.
8. **Accounting, Audit and Records**
   1. The Grantee undertakes to provide any detailed information requested by UNOPS to verify that the Activity and the provisions of the Agreement are being properly implemented.
   2. The Grantee shall maintain all financial records, supporting documents, statistical records and all other records pertinent to this Agreement in accordance with generally accepted accounting principles [or applicable national legislation] to sufficiently substantiate charges to this Agreement. Accounting records that are supported by documentation will as a minimum be adequate to verify all costs incurred under the Agreement, receipt, and use of goods and services acquired under the Agreement, the costs of the program supplied from other sources, and the overall progress of the program. Unless otherwise notified, the Grantee’s records and sub-Grantee records which pertain to this Agreement shall be retained for a period of seven years from the date of submission of the final financial report and may be audited by UNOPS and/or its representatives.
   3. The Grantee shall furnish, compile and make available at all times to UNOPS any records or information, oral or written, which UNOPS may reasonably request in respect of the funds received by the Grantee.
   4. UNOPS shall retain the right to conduct a financial review, require an audit, or otherwise ensure adequate accountability of organizations expending UNOPS funds.
   5. The Grantee shall allow UNOPS staff and outside personnel (including third party entities engaged by UNOPS) the appropriate right of access to sites and premises of the Activity, and to all records and information required in order to conduct a financial review or audit.
   6. This provision in its entirety shall be incorporated into all sub-grants to eligible sub-Grantees which exceed USD 30,000. Sub-grants to eligible sub-Grantees which are for more than USD 2,500 but less than USD 30,000 shall at a minimum incorporate Article 5.2 of this provision.
9. **Bank accounts, Payment Advances and Refunds**
   1. The Grantee shall maintain advances of UNOPS funds in dedicated and separate accounts to the Grantee’s ordinary funds. Such accounts must be interest bearing, unless:
10. The Grantee receives less than $100,000 in UNOPS awards per year;
11. The best reasonably available interest bearing account would not be expected to earn interest in excess of $250 per year on UNOPS cash balances; or
12. The depository would require an average or minimum balance so high that it would not be practical to maintain the advance in an interest bearing account.
    1. Interest earned on advances will be remitted to UNOPS. However, the Grantee may retain up to $250 of interest earnings per account per year, for administrative expenses.
    2. At the time the Agreement expires or is terminated, the following types of funds shall immediately revert to UNOPS:
13. Any balance of funds that has not been disbursed to the Grantee; or
14. UNOPS has advanced funds to the Grantee, but the Grantee has not expended them.
    1. Notwithstanding 6.3 (a) and (b) above, funds which the Grantee has obligated in legally binding transactions applicable to this Agreement will not revert to UNOPS.
    2. UNOPS reserves the right to require refund by the Grantee of any amount which the Grantee did not spend in accordance with the terms and conditions of this Agreement. In the event that a final audit has not been performed prior to the closeout of this Agreement, UNOPS retains the right to a refund until all claims which may result from the final audit have been resolved between UNOPS and the Grantee.
    3. The Grantee acknowledges that UNOPS and its representatives have made no actual or implied promise of funding except for the amounts specified by this Agreement. If any of the funds are returned to UNOPS or if this Agreement is rescinded, the Grantee acknowledges that UNOPS will have no further obligation to the Grantee as a result of such return or rescission.
15. **Revision of Agreement Budget**
    1. The approved Agreement budget is the financial expression of the Grantee's programme as approved during the award of the Agreement process.
    2. The Grantee is required to report, in writing, deviations from budget and programme plans, and request prior approvals from UNOPS for any of the following reasons:
    3. To change the scope or the objectives of the programme and/or revise the funding allocated among project objectives.
    4. To change a key person where specified in the Agreement, or allow a 25% reduction in time devoted to the project**.**
    5. Additional funding is needed.
    6. Where indirect costs have been authorized, the Grantee plans to transfer funds budgeted for indirect costs to absorb increases in direct costs or vice versa.
    7. The Grantee intends to contract or sub-grant any of the work under this Agreement, and such contracts or sub-grants were not included in the approved Agreement budget.
    8. The Grantee is further restricted from transferring funds among cost categories. The Grantee is required to get the prior approval of UNOPS before making budget shifts which expect to exceed 50 % of the total Grant budget.
    9. UNOPS is under no obligation to reimburse the Grantee for costs incurred in excess of the total grant amount specified in this Agreement. An increase to the total grant amount shall require an amendment to the Agreement in writing.
    10. The total grant amount under this Agreement is not subject to any adjustment or revision because of price or currency fluctuations or the actual costs incurred by the Grantee in the performance of the activities under this Agreement.
16. **Procurement of Goods and Services**
    1. Where implementation of the Activity requires the award of procurement contracts, the Grantee shall maintain a written code or standards of conduct that shall govern the performance of its employees engaged in the awarding and administration of contracts. No employee, officer, or agent shall participate in the selection, award, or administration of a contract supported by UNOPS funds if a real or apparent conflict of interest would be involved. Such conflict would arise when the employee, officer or agent, or any member of the employee’s immediate family, the employee’s partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in the firm selected for an award. The officers, employees, and agents of the Grantee shall neither solicit nor accept gratuities, favours, or anything of monetary value from contractors or parties to sub-agreements. However, the Grantee may set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value. The standards of conduct shall provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents of the Grantee.
    2. The Grantee shall establish written procurement procedures if procurement of goods or services in excess of USD 2,500 is envisaged under this Agreement. All procurement transactions shall be conducted in a manner to provide, to the maximum extent practical, transparent, open and free competition and the use of resources in an ethical, efficient and effective manner. The Grantee shall be alert to organizational conflicts of interest as well as non-competitive practices among contractors that may restrict or eliminate competition or otherwise restrain trade. In order to ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work, invitations for bids, and/or requests for proposals shall be excluded from competing for such procurements. Contracts shall be made to the offeror whose offer is responsive to the solicitation and is most advantageous to the Grantee, price, quality, and other factors considered. Solicitations shall clearly establish all requirements that the bidder or offeror shall fulfil in order to be evaluated by the Grantee. Any and all offers may be rejected when it is in the Grantee's interest to do so.
    3. Contracts shall be made only with responsible contractors who possess the potential ability to perform successfully under the terms and conditions of the proposed procurement. Consideration shall be given to such matters as contractor integrity, record of past performance, financial and technical resources, or accessibility to other necessary resources.
    4. Grantees shall ensure that the conditions applicable under these General Conditions are also applicable to the contractor.
17. **Sub-Grant Agreements**
    1. Sub-grant agreements shall be made only with responsible Grantees who possess the potential ability to perform successfully under the terms and conditions of a proposed agreement. Consideration shall be given to such matters as integrity, record of past performance, financial and technical resources, or accessibility to other necessary resources.
    2. All sub-grant agreements shall at a minimum contain provisions to define a sound and complete agreement in addition to those that are specifically required by any other provisions in this Agreement. Whenever a provision within this Agreement is required to be inserted in a sub-agreement, the Grantee shall insert a statement in the sub-agreement that in all instances where UNOPS is mentioned, the Grantee's name will be substituted.
    3. Grantees shall ensure that the conditions applicable under these General Conditions are also applicable to the sub-grantees.
18. **Third Party Claims**

The Grantee shall be solely liable for claims by third parties arising from the Grantee’s acts or omissions in the course of performing this Agreement and under no circumstances shall UNOPS be held liable for such claims by third parties. The Grantee shall indemnify, defend, save and hold UNOPS harmless in respect of such claims. This indemnity shall survive the termination or expiration of the Agreement.

1. **Non-expendable equipment**
   1. Title to all non-expendable equipment purchased with project funds supplied by UNOPS shall be the property of the Funding Source.
   2. The Grantee shall maintain records of non-expendable equipment with an acquisition value of USD 500 or more purchased with project funds supplied by UNOPS. The Grantee will submit an inventory of such equipment to UNOPS, indicating description, serial no., date of purchase, original cost, present condition, location of each item attached to each half yearly milestone report. Equipment purchased by the Grantee with funds supplied by UNOPS shall be used solely for the purposes indicated in Annex B throughout the duration of this Agreement.
   3. Within 90 calendar days after the end of the Agreement, the Grantee will provide a list, for UNOPS’ review and approval, of each item that has an acquisition value of USD 500 or more, with a corresponding detailed proposal relating to the future status of that item, namely whether it is intended for sale, transfer or donation, Where the Grantee sells the property, or item, it will transfer the proceeds of the sale to UNOPS within 30 calendar days.
2. **Anti-corruption**
   1. The Grantee warrants that it has not and shall not offer any direct or indirect benefit arising from or related to the performance of this Agreement or the award thereof to any representative, official, employee, or other agent of UNOPS or any organization of the UN system.
   2. The Parties declare their commitment to counteract corrupt practices in the execution of this Agreement. Further, the Parties commit themselves not to accept, either directly or indirectly, as an inducement or reward in relation to the execution of this Agreement, any kind of offer, gift, payments or benefits, which would or could be construed as a corrupt practice.

1. **Anti-terrorism**
   1. The Grantee agrees to undertake all reasonable efforts to ensure that none of the UNOPS funds received pursuant to this Agreement are used to provide support to individuals or entities associated with terrorism and that the Grantee or any sub-grantees of any amounts provided by UNOPS hereunder do not appear on the list maintained by the Security Council Committee established pursuant to resolution 1267 (1999). The list is established and maintained by the 1267/1989 Committee and can be accessed in the web page of the United Nations (<http://www.un.org>), or directly through the following link: <https://www.un.org/sc/suborg/en/sanctions/1267/aq_sanctions_list>. This provision must be included in all sub-contracts or sub-agreements entered into under this Agreement.
2. **Child Protection**
   1. The Grantee will not engage in any practice inconsistent with the rights set forth in the Convention on the Rights of the Child. The Grantee will undertake to protect children from abuse of all kinds in the implementation of the Activity. This provision in its entirety shall be incorporated into all sub-grants to eligible sub-Grantees.
3. **Suspension**
   1. Whenever UNOPS considers that the Grantee is not performing to a satisfactory standard, UNOPS may suspend, in whole or in part, the Activity under the Agreement in order to renegotiate and/or propose necessary amendments to the Agreement to redress the situation. When UNOPS suspends the Activity, in whole or in part, it must give immediate written notice to the Grantee, detailing the problems and the conditions required to reinstate the Activity.
   2. The suspension will take effect on the date the Grantee receives the notification.
   3. Upon receipt of a suspension notice, the Grantee shall not incur any costs relating to the Activity, or part of the Activity, which has been suspended.
   4. The Activity, in whole or in part, which has been suspended, can be resumed once UNOPS and the Grantee have agreed on the terms of the continuation (including any extension of duration of the Activity). Any such agreement shall be in the form of a written amendment to the Agreement, pursuant to Article 17 of the General Conditions.
   5. Any portion of this Agreement not suspended shall remain in full effect.
4. **Termination**
   1. UNOPS may terminate this Agreement at any time, in whole or in part, upon 14 calendar days’ written notice to the Grantee, whenever it is determined that the Grantee has failed to fulfil a substantial obligation incumbent on it, under the terms and conditions of the Agreement, or where sufficient funds have not been made available to UNOPS by its funding sources.
   2. This Agreement may be terminated at any time, in whole or in part, by UNOPS with the consent of the Grantee. Both parties shall agree upon termination conditions, including the effective date and, in the case of partial terminations, the portion of the Agreement to be terminated. The agreement to terminate shall be set forth in a letter from UNOPS to the Grantee.
   3. UNOPS may terminate this Agreement or portion of this Agreement with immediate effect upon written notice to the Grantee if it determines that corrupt, fraudulent or misrepresentative practices were engaged in by representatives of the Grantee during award or during the execution of this Agreement without the Grantee having taken timely and appropriate action satisfactory to UNOPS to remedy the situation.
   4. Upon receipt of and in accordance with a termination notice as specified above, the Grantee shall take immediate action to minimize all expenditures and obligations financed by this Agreement and shall cancel such unliquidated obligations whenever possible. Except as provided below, the Grantee shall not incur costs after the effective date of termination.
   5. The Grantee shall within 30 calendar days after the effective date of such termination repay to UNOPS all unexpended UNOPS funds which are not otherwise obligated by a legally binding transaction applicable to this Agreement. Should the funds paid by UNOPS to the Grantee prior to the effective date of the termination of this Agreement be insufficient to cover the Grantee's obligations in the legally binding transaction, the Grantee may submit to UNOPS within 90 calendar days after the effective date of such termination a written request for payment covering such obligations. UNOPS shall determine the amount(s) to be paid by UNOPS to the Grantee under such claim in accordance with this Agreement. This provision must be included in all sub-agreements.
   6. Any portion of this Agreement not terminated shall remain in full effect.
5. **Amendment**
   1. No modification of or change in this Agreement, waiver of any of its provisions or additional contractual provisions shall be valid or enforceable unless previously approved in writing by the parties to this Agreement or their duly authorized representatives in the form of an amendment to this Agreement duly signed by the parties hereto.
6. **Dispute Resolution**
   1. Any controversy or claim arising out of, or in accordance with this Agreement or any breach thereof, shall unless it is settled by direct negotiation, be settled in accordance with the UNCITRAL Arbitration Rules as at present in force. Where, in the course of such direct negotiation referred to above, the parties wish to seek an amicable settlement of such dispute, controversy or claim by conciliation, the conciliation shall take place in accordance with the UNCITRAL Conciliation Rules as at present in force. The parties shall be bound by any arbitration award rendered as a result of such arbitration as the final adjudication of any such controversy or claim.
7. **Privileges and Immunities**
   1. Nothing in or relating to this Agreement shall be deemed a waiver of any privileges and immunities of the United Nations and/or UNOPS.
8. **Protections Against Exploitation Sexual Exploitation and Abuse**
   1. Grantee shall take all appropriate measures to prevent sexual exploitation or abuse of anyone by its Personnel or any other persons engaged and controlled by Grantee to perform any activities under the Agreement. For these purposes, sexual activity with any person less than eighteen years of age, regardless of any laws relating to consent, shall constitute the sexual exploitation and abuse of such person. In addition, Grantee shall refrain from, and shall take all reasonable and appropriate measures to prohibit its Personnel or other persons engaged and controlled by it from exchanging any money, goods, services, or other things of value, for sexual favors or activities, or from engaging any sexual activities that are exploitative or degrading to any person. The United Nations shall not apply the foregoing standard relating to age in any case in which Grantee’s Personnel or any other person who may be engaged by Grantee to perform any activities under the Agreement is married to the person less than the age of eighteen years with whom sexual activity has occurred and in which such marriage is recognized as valid under the laws of the country of citizenship of such Grantee’s Personnel or other such person who may be engaged by Grantee to perform any activities under the Agreement.

1. Any advance payment made under the Agreement totalling more than USD30,000 of the total Grant Amount be conditional on the provision of a justification and subsequent approval by UNOPS. Moreover, following the receipt of such exceptional justification, UNOPS may, at its own discretion, further request the Grantee to submit documentation regarding its financial status together with reasonable cash flow estimates. Any advance payment exceeding USD250,000 shall be conditional on a financial guarantee of an amount equivalent to the advance payment.

   1 Svaka avansna uplata plaćena po Ugovoru u iznosu iznad 30,000.00 US dolara od ukupnog grant iznosa biće uslovljena pružanjem obrazloženja i naknadnog odobrenja od strane UNOPS-a. Osim toga, po prijemu tog posebnog obrazloženja, UNOPS može da po sopstvenom nahođenju dodatno zahteva podnošenje dokumentacije koja se odnosi na finansijski status Primaoca  zajedno sa razumnom procenom grant troškova. Svaka avansna uplata u iznosu iznad 250,000.00 US dolara biće uslovljena dostavljanjem bankarske garancije u jednakom iznosu te avansne uplate. [↑](#footnote-ref-1)
2. For total grants above US$ 50,000 a certified final financial report is required.

   Za grantove u ukupnom iznosu iznad 50,000 US dolara, dostavljanje overenog završnog finansijskog izveštaja je obavezno. [↑](#footnote-ref-2)
3. The grant concept along with basic cost breakdown can be used for smaller grant support activities (below US$ 50,000) often with limited capacity community groups. [↑](#footnote-ref-3)
4. “Target groups” are the groups/entities who will be directly positively affected by the project at the Project Purpose level, and “final beneficiaries” are those who will benefit from the project in the long term at the level of the society or sector at large. [↑](#footnote-ref-4)