

UN AGENCY TO UN AGENCY CONTRIBUTION AGREEMENT

A. SUMMARY OF ACTIVITIES

Title: Collaboration between UNECE and UNFPA EECARO

Start/End Dates: Project start date: 01.06.2014
Project end date: 31.12.2015

Location: EECA

Contribution Amount: Year 2014: USD 20,844 (the "Contribution")
Year 2015: USD 150,930 (to be confirmed)

Contributing Agency: UNFPA EECARO

Recipient Agency: UNECE

Nature of Activities:

- 1) Curriculum development and training around gender-responsive data collection, analysis and use;
- 2) Editing and translation of the Conference of European Statisticians Recommendations for the 2020 Round of Population and Housing Censuses;
- 3) Regional workshop aimed at evaluating, documenting and sharing experiences gained from the 2010 round of population and housing censuses - 2015;
- 4) Workshop on capturing vulnerable groups and regional disparities -2015;

Purpose To strengthen capacity around gender-responsive data collection, analysis and use; to evaluate, document and disseminate experiences and recommendations gained from the 2010 round of population and housing censuses; and to strengthen capacity in the measurement of poverty, inequality and social exclusion;

Annexes: Collaboration proposal document (Annex 1)
AWP 2014-2015 (Annex 2)

Expected outcome: UNFPA Strategic Plan outcome 4: Strengthened national policies and international development agendas through integration of evidence-based analysis on population dynamics and their links to sustainable development, sexual and reproductive health and reproductive rights, HIV and gender equality.

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

B. BUDGET

The total budget for the Activities is USD 171,774 as more fully described below.

Summary of activities and BUDGET ¹	Annual (Years 1, 2, X)	Total (all years)
Total programmable amount, including direct costs		159,050
Indirect support costs	8%	12,724
Grand total		171,774

In the RECA7PD1 and RECA7PD2 AWP, the following budget distribution envisaged for the activities carried out by UNECE:

Activity	Budget (USD) 2014	Budget (USD) 2015
1 Reducing data gaps in gender indicators used by UNFPA Country Offices by promoting and building capacity around gender-responsive data collection, analysis and use	10,000	30,000
2 Editing and translation of the Conference of European Statisticians Recommendations for the 2020 Round of Population and Housing Censuses;	9,300	
3 Supporting (sub)regional workshop aimed at evaluating, documenting and sharing experiences gained from the 2010 round of population and housing censuses		69,750
4 Workshop on capturing vulnerable groups and regional disparities- Seminar "The way forward in poverty measurement"-2015		40,000
5 Support costs	1,544	11,180
TOTAL	20,844	150,930

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

C. COSTS RECOVERY

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

D. REPORTING

Narrative reporting:

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

UNECE will submit to UNFPA the workshop and conference narrative reports within two months after completion of the corresponding activities. The final narrative project reports will be submitted to UNFPA by **31 December of the calendar year (2014 and 2015)**.

Financial Reporting:

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

- a) An annual interim funds utilization report on the use of the contribution as at 31 December 2014 and 2015 will be issued within 15 days; the final certified financial report as of date will be issued no later than **30 April 2015 and 2016** respectively; and
- b) An interim funds utilization report on the use of the contribution as at 31 July 2015 will be issued within 15 days; the final certified financial report as of that date will be issued no later than **31 October 2015**;
- c) A final annual financial report showing the utilization of the funds not later than **30 April 2015 and 2016** the year following the year the project ended (refer to the project end date)

Following the submission of the final funds utilisation report, any unspent contribution (where the unspent contribution exceeds US\$1,000) will be returned to UNFPA, unless otherwise agreed in writing by the parties.

E. CONTRIBUTIONS

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

Schedule of payment:

2014 USD 20,844 (inclusive of programme support costs)-to be paid within 30 days of signature
2015 USD 150,930 (inclusive of programme support costs)-to be paid by 15 January 2015.

Indirect cost (8%) payable as per actual expenditures reported for each period.

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

The Contribution will be paid into the following account:

Account name: UNOG General Fund
Currency: US Dollars
Account number: 485001802
Bank name: JP Morgan Chase
Bank address: 270 Park Avenue, 43rd Floor, New York, NY 10017 USA
Bank number: (ABA) 021000021
Bank Swift Code: CHAS US 33
Reference: ECE-E224 Strengthening Statistics

When making such transfers the Contributing Agency will notify the Recipient Agency, UNECE Statistical Division (for the Attention of Ms. Lidia Bratanova) by fax (+41 22 917 1772) or by e-mail (lidia.bratanova@unece.org) of the following: (a) the amount transferred; (b) the value date of the transfer; (c) that the transfer is from the Contributing Agency pursuant to this Agreement.

F. INTELLECTUAL PROPERTY RIGHTS

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

G. CORRESPONDENCE

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

UNFPA EECA Regional Office

Mr. Heimo Laakkonen, Regional Director

E-mail: laakkonen@unfpa.org

Tel:+90 212 705 3674

Fax:+90 212 705 3692

Address: Hakki Yeten Cad. Selenium Plaza 10/C Floor:18, Besiktas 34349 Istanbul, Turkey

UNECE Statistical Division

Ms. Lidia Bratanova, Director

E-mail: lidia.bratanova@unece.org

Tel: +41 22 917 1772

Address:

UNECE Statistical Division, Palais des Nations, 8-14 Avenue de la Pax, CH-1211 Geneva 10, Switzerland

H. AMENDMENTS

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

I. COMPLETION OF THE ACTIVITIES

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

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

J. TERMINATION OF THIS AGREEMENT

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

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

K. REFUNDS OF UNSPENT BALANCES

Upon termination of this Agreement and following the submission of the final financial report, any unspent balance of the Contribution (where the unspent funds exceed US\$1,000) will be returned to the Contributing Agency, unless otherwise agreed in writing by the two Agencies.

L. SETTLEMENT OF DISPUTES

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



M. ENTRY INTO FORCE AND VALIDITY

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

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

Heimo Laakkonen, Regional Director
Signed:
On behalf of the United Nations Population
Fund



Leslie Cleland, Executive Officer
Signed: 2 September 2014
On behalf of the United Nations Economic
Commission for Europe

