

## **Second Grant Agreement between PTF and IGI-FITCAM**

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### **Second Grant Agreement between The Partnership for Transparency Fund and The International Governance Institute Focal Integrity Team Cameroon**

1. The International Governance Institute's Focal Integrity Team for Cameroon (hereafter IGI-FITCAM) has requested the financial support of the Partnership for Transparency Fund (hereafter PTF) for its proposal to strengthen internal mechanisms of the University of Douala (hereafter UNID) for tracking and curbing corruption in order to improve UNID's institutional performance and to reduce the wastage of Cameroon's scarce public resources. The project will be named 'Strengthening University of Douala Internal Mechanisms for Tracking & Curbing Corruption' and will commence from May 1<sup>st</sup> 2010.
2. IGI-FITCAM has submitted the attached Project Proposal dated 15<sup>th</sup> April 2010 which includes background information on IGI-FITCAM, an operational plan for the project, a detailed budget and responses to PTF comments dated April 9<sup>th</sup> and April 13<sup>th</sup>, 2010.
3. On the basis of this information PTF has approved a Grant of US\$34,000 for the purposes spelled out in the attached Project Proposal. The PTF Grant will be disbursed in three tranches:
  - (a) First tranche of \$15,000 (United States dollars fifteen thousand) to be disbursed immediately on signature of this Grant Agreement;
  - (b) Second tranche of \$15,000 (United States dollars fifteen thousand) to be disbursed once the first tranche has been used and the following activities satisfactorily completed: (a) holding a well-advertised public meeting in Douala to launch the project; (b) preparing and printing an anti-corruption training handbook suitable for use in the project; and (c) holding a three-day training workshop with hired professional facilitators for members of the UNID anti-corruption sub-committee and other volunteers accepted by IGI-FITCAM;
  - (c) Third tranche of \$4,000 (United States dollars four thousand) to be disbursed on receipt from IGI-FITCAM of a final project report judged satisfactory by PTF that describes project implementation, outcomes and to the extent possible assesses their impact and sustainability. IGI-FITCAM will use \$4,000 (United States dollars four thousand) from its own resources to complete the project after which it will be compensated when the third and final tranche is disbursed.

Except as may be otherwise agreed, PTF funds will be used exclusively for budget items listed in the attached Project Proposal.

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4. The PTF Grant will be made available to IGI-FITCAM on the following conditions:
- (a) The Grant will be used only for the purposes described in the attached Project Proposal and in conformity with the approved project budget. Any material changes in the use of project funds or project design shall be made only with the agreement of PTF. Any Grant funds remaining at the end of the project shall be returned to PTF.
  - (b) IGI-FITCAM on its part commits to provide counterpart funding of \$6,000 (United States dollars six thousand) in cash and kind to make up the balance of \$40,000 (United States dollars forty thousand) estimated total cost of the project and any additional funds needed to complete it.
  - (c) IGI-FITCAM shall keep a record of all expenditures incurred under the project and will provide to PTF a fully itemised and certified accounting statement of these expenditures with relevant supporting documentation within two months of completion of the project and in any case no later than 30<sup>th</sup> June 2011. Project expenditures will be subject to the normal auditing requirements of IGI-FITCAM, who will furnish PTF with a copy of relevant audit reports if so requested.
  - (d) IGI-FITCAM will provide to PTF: (i) brief quarterly reports on project implementation, including statements of expenditure showing use of PTF funds; and (ii) a full and detailed final report on the project once completed, describing its implementation and outcomes and, to the extent possible, assessing its likely impact on reducing corruption in Cameroon and drawing any important lessons learned for the future. This final project report, together with the certified accounting statement of project expenditures described in Section 4c above, shall be sent to PTF within two months of completion of the Project, together with a copy of all other reports prepared under the Project (in their original language of publication), and in any case no later than 30<sup>th</sup> June 2011, with request for disbursement of the third tranche.
  - (e) Following project completion, PTF may make its own independent ex-post evaluation of the project. IGI-FITCAM will furnish to the person appointed by PTF to undertake this task all possible assistance and access to all relevant documents.
  - (f) IGI-FITCAM will post this Agreement, the Project Proposal, the final project report, and the statement of expenditures on its public website.
5. IGI-FITCAM will be responsible for securing all necessary government approvals of the Grant, if any, and any necessary government filings. IGI-FITCAM will be responsible for paying any tax liability arising from the Grant.

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6. The signed copy of the Grant Agreement and requests for subsequent tranche releases may be faxed to the Secretary of PTF at +1 202 522-0934 or emailed to: [danielgritchie@gmail.com](mailto:danielgritchie@gmail.com) with copy to the PTF Project Advisor. The original signed copy of the Grant Agreement should be mailed to Mr. Daniel Ritchie, Secretary, PTF, at 4355 Klingle Street NW, Washington DC 20016, USA.

Dated: ~~May 27 2010~~ February 1, 2010  
Agreed: *[Signature]*

For PTF, Washington DC, USA

*[Signature]*

Daniel Ritchie  
Secretary

Agreed:

*[Signature]*

Samuel Fungwa  
Country Director



For IGI-FITCAM, Cameroon

*[Signature]*

Stephen Nkem Asek  
Deputy Country Director

Attachment: IGI-FITCAM Project Proposal dated 15<sup>th</sup> April 2010 which forms part of this Agreement.