

Mr. Dhan Bahadur Gurung, Chairperson
Himalayan Area Development Center (HADC) Gorkha,
Nepal

Re: Improvement of WASH Facilities in schools and communities of Gorkha district

Dear Mr. Dhan Bahadur Gurung:

1. I am writing on behalf of the United Nations Children's Fund ("UNICEF") to confirm UNICEF's agreement to make available cash assistance to Himalayan Area Development Center (HADC) Gorkha ("Organization") in an amount not exceeding NPR Four Million Eight Hundred nineteen thousand and Five Hundred NPR [NPR52,68,250 (\$ 49,700.47)] as outlined in the Terms of Reference (the "Resources"). The Resources to strengthen the Organisation's capacity to implement the activity (the "Activity") detailed in the Terms of Reference attached to this letter agreement as Annex I. The Resources are governed by this letter agreement, the Terms of Reference attached as Annex I, and the General Conditions that are found on the public internet at http://www.unicef.org/about/partnerships/files/General_Terms_and_Conditions.docx (hereinafter "Small-Scale Funding Agreement" or "SSFA").

2. Transfer of Resources. UNICEF will transfer the full amount of the cash assistance as soon as possible after it receives a copy of this SSFA signed by both Parties. Organisation understands that the amount of the cash assistance will not be increased by UNICEF under any circumstances, including in cases of currency fluctuations or price increase.¹ UNICEF will transfer the cash assistance to Organisation by cheque or wire transfer to the following bank account:

Bank name: Rastriya Banijya Bank
Bank address: Gorkha Branch
Account title: Himali Chhetra Bikas Kendra
Account No.: 306000278201
Routing No.: N/A
Bank contact person: Dhan Bahadur Gurung

3. UNICEF will transfer any supplies as outlined in the Terms of Reference. The IP will become owner of the supplies when it receives them. If UNICEF agrees to store the supplies for the IP or hold them on the IP's behalf, the IP will become owner of those supplies as agreed between UNICEF and the IP. Exceptionally, UNICEF may decide in writing that UNICEF shall remain the owner of the supplies transferred to the IP.

4. Implementation and Monitoring of the Activity. Organisation will implement the Activity in conformity with the terms of this SSFA, in particular, Organisation will: (a) undertake the Activity in accordance with the budget, schedule and other details set out in the Terms of Reference; (b) make any designated contribution listed in the Terms of Reference; (c) undertake the Activity with diligence and efficiency; (d) procure any goods or services using the Funding with due consideration to "best value for money" and in agreement with UNICEF; (e) exercise the highest standard of care when administering the Resources. UNICEF will monitor the implementation of the Activity, in accordance with UNICEF's standard procedures for monitoring and evaluating activities it funds. Organisation will provide full

cooperation to UNICEF for such monitoring and evaluation, and will require to its employees and personnel to fully cooperate with UNICEF in connection with such monitoring and evaluation.

5. Managing the Resources. Organisation will maintain clear, accurate, complete and up-to-date books and records showing the funds received from UNICEF under this SSFA, as well as disbursements made by the Organisation, including any unspent balance. Organisation will cooperate with UNICEF with any review of the way the cash assistance was administered and spent and how supplies were stored and utilized, and will require its employees and personnel to fully cooperate with UNICEF with such a review.

6. Reports; Returning Unspent Balance Organisation will provide UNICEF with reports, and frequency of such reporting will be done, in accordance with the requirements in the Terms of Reference. Organization will return to UNICEF any unspent balance of the cash assistance at the expiration or early termination of this SSFA.

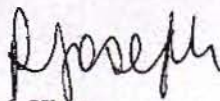
7. Other Matters. This SSFA becomes effective when UNICEF receives a copy duly signed by both parties. It will be valid until 31st Dec 2016. If the parties have disagreements about the project or the implementation of this SSFA, they will use their best efforts to settle those disagreements amicably. If a disagreement cannot be settled amicably it will be decided finally by the UNICEF Regional Director for South Asia and the Organisation will respect and implement that decision. UNICEF's privileges and immunities are not waived.

8. Please confirm your agreement with the foregoing, on behalf of Organisation, by signing, dating, and returning to us the enclosed copy of this Letter Agreement.

Very truly yours,

United Nations Children's Fund

By



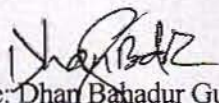
Name: Rownak Khan

Title: a.i. UNICEF Nepal Representative

Date:

27/7/16

AGREED ON BEHALF OF HADC Nepal:



Name: Dhan Bahadur Gurung

Title: Chairperson

Date:



ANNEX I TERMS OF REFERENCE

Purpose of the partnership		
This program, as RWP in Gorkha, intends to execute for five month, and Himalayn Area Development Center (HADC) Gorkha intends to implement in 2 VDCs of the district The program will run with the close coordination with DWASHCC and WSSDO:		
Name of the VDC	Total HHs	Total Population
Sirdibas	750	3950
Uhiya	572	3540
Total	1322	7490
Expected results		
Result 1: Facilities of safe water at HH and community level- 750 affected people in (150 HH) in targeted VDCs have access to safe water through Rebuild and repair 4 water supply schemes.		
Result 2: Sanitation facilities in the HH level - 500 affected people (100 HH) in households gained access to safe toilets.		
Specific Implementation Arrangements or Conditions		
The CSO will assist UNICEF on Monsoon emergency preparedness and response if needs arise in Gorkha		
Budget		
Name/description of activity	UNICEF cash contribution NPR (USD)	
Activity 1.1 Facilities of safe water at HH and community level	NPR 2,968,000 (\$28,000)	
Activity 1.2 Facilities of Sanitation in the HH level	NPR 300,000 (\$2,830.19)	
Activity 1.3 Community received and Practice sustainable WASH practice through DRR Approach	NPR 200,000 (\$1,886.79)	
Activity 1.4 Sustainable training on Plumbing and WUSC Management	NPR 430,000 (\$4,056.60)	
Activity 2.1 In-country management & support staff pro-rated to their contribution to the programme (representation, planning, coordination, logistics, admin, finance)	NPR 1,065,000 (\$10,047.17)	
Activity 2.2 Operational costs pro-rated to their contribution to the programme (office space, equipment, office supplies, maintenance)	NPR 273,250 (\$2577.83)	
Activity 2.3 Planning, monitoring, evaluation and communication, pro-rated to their contribution to the programme (venue, travels, etc.)	NPR 32,000 (\$301.89)	
Total cash contribution	NPR 52,68,250	