



KINGDOM OF BELGIUM

Deputy Prime Minister
Minister for Development Cooperation,
Digital Agenda, Post and Telecommunications

MINUTE - 01/03/18 - Annick Peeters - D5.1

Your contact person:
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M. John Mitchel
Director

Overseas Development Institute
203 Blackfriars Road
London SE1 8NJ, UK

your communication of your reference

our reference

D5.1/AP/HUM.04.01/2018/06 /4141/n

date

10/04/2018

to be quoted in all correspondence

Dear Sir,

Objet: Voluntary contribution to the general budget of ALNAP 2018-2020

I have the pleasure to inform you that the Government of Belgium, through its Federal Public Service of Foreign Affairs – Directorate-General for Development Cooperation (DGD) has foreseen a contribution of 150.000 EUR for a three year period, covering 2018, 2019 and 2020 as a multi-year financial contribution to the regular resources of ALNAP, under the "Terms and Conditions of the Contribution" as stated in this letter.

This contribution of 150.000 EUR will be paid in three installments as follows: 50.000 EUR in 2018, 50.000 EUR in 2019 and 50.000 EUR in 2020.

Please find enclosed a copy of the Ministerial Decree awarding 150.000 EUR for a 3 years period (2018-2020), with an annual payment of 50.000 EUR.

minutée par

Annick Peeters

nom et visa du chef de service

Silvia Croes

nom et visa du directeur D5

Peter Van Acker

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Terms and Conditions of the Contribution

1. Payment conditions

1.1. The contribution will be paid in three installments:

- The first installment will be paid upon receipt of ALNAP's written acceptance of the terms and conditions described in this letter, together with a formal claim of the payment of the contribution stating ALNAP's bank account.
- The second and third installments will be paid in 2019 and 2020, upon reception of a payment request stating ALNAP's bank account, the last available annual report and the last available consolidated financial and audit report.

1.2. The payment will be done into the following bank account:

Bank	National Westminster Bank Victoria Branch, PO Box 1357, 169 Victoria Street, London, SW1E 5BT, UK
Account Number	0345 1828
SWIFT Code	NWBK GB2L XXX
IBAN	GB02 NWBK 6072 1103 4518 28

1.3. This letter of the Belgian Minister in charge of Development Cooperation and the written acceptance by ALNAP of the terms and conditions specified in this letter constitute the specific agreement for the award and use of the subsidy.

2. Use and administration of the contribution

- 2.1. The contribution shall only be used for any budgeted activities under the budget and the strategic work plan of ALNAP.
- 2.2. Administration of the contribution and procurement of goods and services shall be governed by ODI's Financial Rules and Regulations.
- 2.3. In any case, eligible expenses will only start at the date of signature of the Ministerial decree awarding the funds.
- 2.4. Any modification of the present agreement shall be officially requested to the Director General of the DGD and must receive its written approval.
- 2.5. ALNAP commits to inform the DGD in case of (suspected) active or passive fraud or corruption. ALNAP will also inform DGD on the measures taken by the organization to mitigate and resolve the identified problem(s).
- 2.6. Ownership of equipment, supplies and other property financed from the contribution shall be vested in ALNAP. Matters relating to the transfer of ownership by ALNAP



shall be determined in accordance with the relevant policies and procedures of ALNAP.

- 2.7. While this contribution is normally spent within the triennium in which it is allocated, any unspent portion of the grant will remain in ALNAP's general fund until fully used in accordance with ALNAP's regulations, rules, directives and procedures.

3. Justification and reporting

- 3.1. The ALNAP shall justify the use of these funds by providing standardized annual activity and financial reports. These reports shall be made in accordance with the Statutes of the organization.
- 3.2. The contribution shall be subject exclusively to the internal and external auditing procedures provided by ODI's Financial Rules and Regulations. If the External Auditors' audit opinion should include observations about the way the contribution, regulated by the present convention, is used, ALNAP commits to inform the DGD of it and to update the DGD of its answer and potential actions to correct the situation.
- 3.3. The staff of ALNAP responsible for and in charge of the implementation of the program and project which are the object of the Belgian contribution, shall provide the representatives of the Belgian Development Cooperation, on request, with every information concerning the use of the funds object of this letter as well as regarding the progress of the program and project.

4. Interpretation and dispute

- 4.1. Any dispute concerning the interpretation or implementation of the contribution shall be settled by negotiation or by any other non-judicial means including arbitration, as agreed upon by ALNAP and DGD.
- 4.2. If, any time, either party determines that the purpose of this letter can no longer be effectively or appropriately carried out, the present arrangement may be terminated at the initiative of either ALNAP or DGD giving three months written notice. Nevertheless contractual obligations entered into force between ICRC and any third party prior to the receipt of the notice of termination, shall not be affected by the termination.

5. Consultation

- 5.1. Upon request and as coordinated with ALNAP, donor representatives will be welcome to participate in program reviews and evaluations, at the donors own expense.



6. Correspondence

- 6.1. The offices responsible for all matters related to this letter are:

For ALNAP

Overseas Development Institute
203 Blackfriars Road
London SE1 8NJ
United Kingdom

For Belgium

D 5.1
Federal Public Service of Foreign Affairs -
Directorate-General for Development
Cooperation (DGD)
Rue des petits Carmes, 15
1000 Bruxelles
Belgium

Yours Faithfully,



Alexander De Croo

Enclosure(s): Copy of the Ministerial Decree

