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OMB No. 1124-0006; Expires July 31, 2023

U.S. Department of Justice
Washington, DC 20530

Exhibit A to Registration Statement Pursuant to the Foreign Agents Registration Act of 1938, as amended

INSTRUCTIONS. Furnish this exhibit for EACH foreign principal listed in an initial statement and for EACH additional foreign principal acquired subsequently. The filing of this document requires the payment of a filing fee as set forth in Rule (d)(1), 28 C.F.R. § 5.5(d)(1). Compliance is accomplished by filing an electronic Exhibit A form at https://www.fara.gov.

Privacy Act Statement. The filing of this document is required by the Foreign Agents Registration Act of 1938, as amended, 22 U.S.C. § 611 *et seq.*, for the purposes of registration under the Act and public disclosure. Provision of the information requested is mandatory, and failure to provide this information is subject to the penalty and enforcement provisions established in Section 8 of the Act. Every registration statement, short form registration statement, supplemental statement, exhibit, amendment, copy of informational materials or other document or information filed with the Attorney General under this Act is a public record open to public examination, inspection and copying during the posted business hours of the FARA Unit in Washington, DC. Statements are also available online at the FARA Unit's webpage: https://www.fara.gov. One copy of every such document, other than informational materials, is automatically provided to the Secretary of State pursuant to Section 6(b) of the Act, and copies of any and all documents are routinely made available to other agencies, departments and Congress pursuant to Section 6(c) of the Act. The Attorney General also transmits a semi-annual report to Congress on the administration of the Act which lists the names of all agents registered under the Act and the foreign principals they represent. This report is available to the public in print and online at: https://www.fara.gov.

Public Reporting Burden. Public reporting burden for this collection of information is estimated to average .22 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to Chief, FARA Unit, Counterintelligence and Export Control Section, National Security Division, U.S. Department of Justice, Washington, DC 20530; and to the Office of Information and Regulatory Affairs, Office of Management and Budget, Washington, DC 20503.

1. Name of Registrant
Independent Diplomat, Inc

2. Registration Number
5860

3. Primary Address of Registrant
Independent Diplomat
246 Fifth Avenue
New York, NY 10001

4. Name of Foreign Principal
Global Affairs Canada

5. Address of Foreign Principal
125 Sussex Drive, Ottawa, Ontario CANADA

6. Country/Region Represented
Canada

7. Indicate whether the foreign principal is one of the following:
- ☒ Government of a foreign country [1]
- ☐ Foreign political party
- ☐ Foreign or domestic organization: If either, check one of the following:
  - ☐ Partnership
  - ☐ Corporation
  - ☐ Association
  - ☐ Committee
  - ☐ Voluntary group
  - ☐ Other *(specify)* _____
- ☐ Individual-State nationality _____

8. If the foreign principal is a foreign government, state:
a) Branch or agency represented by the registrant
Peace and Stabilization Operations Programming Division

b) Name and title of official with whom registrant engages
Jacqueline Fox, Senior Program Officer

1 "Government of a foreign country," as defined in Section 1(e) of the Act, includes any person or group of persons exercising sovereign de facto or de jure political jurisdiction over any country, other than the United States, or over any part of such country, and includes any subdivision of any such group and any group or agency to which such sovereign de facto or de jure authority or functions are directly or indirectly delegated. Such term shall include any faction or body of insurgents within a country assuming to exercise governmental authority whether such faction or body of insurgents has or has not been recognized by the United States.

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9. If the foreign principal is a foreign political party, state:

a) Name and title of official with whom registrant engages

b) Aim, mission or objective of foreign political party

10. If the foreign principal is not a foreign government or a foreign political party:

a) State the nature of the business or activity of this foreign principal.

b) Is this foreign principal:

Supervised by a foreign government, foreign political party, or other foreign principal	Yes ☐ No ☐
Owned by a foreign government, foreign political party, or other foreign principal	Yes ☐ No ☐
Directed by a foreign government, foreign political party, or other foreign principal	Yes ☐ No ☐
Controlled by a foreign government, foreign political party, or other foreign principal	Yes ☐ No ☐
Financed by a foreign government, foreign political party, or other foreign principal	Yes ☐ No ☐
Subsidized in part by a foreign government, foreign political party, or other foreign principal	Yes ☐ No ☐

11. Explain fully all items answered "Yes" in Item 10(b).

12. If the foreign principal is an organization and is not owned or controlled by a foreign government, foreign political party or other foreign principal, state who owns and controls it.

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EXECUTION

In accordance with 28 U.S.C. § 1746, and subject to the penalties of 18 U.S.C. § 1001 and 22 U.S.C. § 618, the undersigned swears or affirms under penalty of perjury that he/she has read the information set forth in this statement filed pursuant to the Foreign Agents Registration Act of 1938, as amended, 22 U.S.C. § 611 *et seq.*, that he/she is familiar with the contents thereof, and that such contents are in their entirety true and accurate to the best of his/her knowledge and belief.

Date	Printed Name		Signature
11/11/21	Reza Afshar	Sign	
11/11/21	Nick Scott	Sign	
		Sign	
		Sign	

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U.S. Department of Justice

Washington, DC 20530

Exhibit B to Registration Statement Pursuant to the Foreign Agents Registration Act of 1938, as amended

INSTRUCTIONS. A registrant must furnish as an Exhibit B copies of each written agreement and the terms and conditions of each oral agreement with his foreign principal, including all modifications of such agreements, or, where no contract exists, a full statement of all the circumstances by reason of which the registrant is acting as an agent of a foreign principal. Compliance is accomplished by filing an electronic Exhibit B form at https://www.fara.gov.

Privacy Act Statement. The filing of this document is required for the Foreign Agents Registration Act of 1938, as amended, 22 U.S.C. § 611 *et seq.*, for the purposes of registration under the Act and public disclosure. Provision of the information requested is mandatory, and failure to provide the information is subject to the penalty and enforcement provisions established in Section 8 of the Act. Every registration statement, short form registration statement, supplemental statement, exhibit, amendment, copy of informational materials or other document or information filed with the Attorney General under this Act is a public record open to public examination, inspection and copying during the posted business hours of the FARA Unit in Washington, DC. Statements are also available online at the FARA Unit's webpage: https://www.fara.gov. One copy of every such document, other than informational materials, is automatically provided to the Secretary of State pursuant to Section 6(b) of the Act, and copies of any and all documents are routinely made available to other agencies, departments and Congress pursuant to Section 6(c) of the Act. The Attorney General also transmits a semi-annual report to Congress on the administration of the Act which lists the names of all agents registered under the Act and the foreign principals they represent. This report is available to the public in print and online at: https://www.fara.gov .

Public Reporting Burden. Public reporting burden for this collection of information is estimated to average .32 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to Chief, FARA Unit, Counterintelligence and Export Control Section, National Security Division, U.S. Department of Justice, Washington, DC 20530; and to the Office of Information and Regulatory Affairs, Office of Management and Budget, Washington, DC 20503.

1. Name of Registrant	2. Registration Number
Independent Diplomat, Inc	5860

3. Name of Foreign Principal

Global Affairs Canada

Check Appropriate Box:

4. ☒ The agreement between the registrant and the above-named foreign principal is a formal written contract. If this box is checked, attach a copy of the contract to this exhibit.

5. ☐ There is no formal written contract between the registrant and the foreign principal. The agreement with the above-named foreign principal has resulted from an exchange of correspondence. If this box is checked, attach a copy of all pertinent correspondence, including a copy of any initial proposal which has been adopted by reference in such correspondence.

6. ☐ The agreement or understanding between the registrant and the foreign principal is the result of neither a formal written contract nor an exchange of correspondence between the parties. If this box is checked, give a complete description below of the terms and conditions of the oral agreement or understanding, its duration, the fees and expenses, if any, to be received.

7. What is the date of the contract or agreement with the foreign principal? 21 July 2021

8. Describe fully the nature and method of performance of the above indicated agreement or understanding.

Funding contribution agreement for a project that aims to build the leadership capacities of women from the Venezuelan Interim Government, the opposition-led National Assembly, and civil society (collectively: Women for Democracy in Venezuela) to be able to contribute more actively and effectively to high-level negotiations and advocacy, and ensure that any future political process or negotiations are informed by the needs and demands of Venezuelan women.

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9. Describe fully the activities the registrant engages in or proposes to engage in on behalf of the above foreign principal.

a) Tailored mentorship for women from the Venezuelan Interim Government (VIG), opposition-led National Assembly (NA). and civil society based on individual needs:
b) Training in diplomacy and negotiations for VIG and NA women;
c) Facilitation of high-level. diplomatic engagement activities;
d) Development and execution of strategic communications that focuses on VIG women's domestic and international public outreach;
e) Policy-focused workshops led by the VIG and NA women and directed at VIG and NA women and men; and,
f) Policy execution by mixed gender teams that also includes Venezuelan civil society.

10. Will the activities on behalf of the above foreign principal include political activities as defined in Section 1(o) of the Act[1].

Yes ☒ No ☐

If yes, describe all such political activities indicating, among other things, the relations, interests or policies to be influenced together with the means to be employed to achieve this purpose. The response must include, but not be limited to, activities involving lobbying, promotion, perception management, public relations, economic development, and preparation and dissemination of informational materials.

Facilitate diplomatic visits for Venezuelan women leaders and civil society representatives, which may include trips to New York and Washington. Facilitate media including interviews, op-ed placement, press conferences, etc. ID staff members may seek the views of the US Government by meeting officials and desk officers in the State Department including at the US Mission to the UN.

11. Prior to the date of registration[2] for this foreign principal has the registrant engaged in any registrable activities, such as political activities, for this foreign principal?

Yes ☒ No ☐

If yes, describe in full detail all such activities. The response should include, among other things, the relations, interests, and policies sought to be influenced and the means employed to achieve this purpose. If the registrant arranged, sponsored, or delivered speeches, lectures, social media, internet postings, or media broadcasts, give details as to dates, places of delivery, names of speakers, and subject matter. The response must also include, but not be limited to, activities involving lobbying, promotion, perception management, public relations, economic development, and preparation and dissemination of informational materials.

Set forth below a general description of the registrant's activities, including political activities.

ID set up a meeting between the US Embassy in Geneva and female representatives of the Women for Democracy in Venezuela to discuss the need for women's inclusion within the political process.

Set forth below in the required detail the registrant's political activities.

Date	Contact	Method	Purpose
22 October 2021	Deputy Chief of Mission, Robert Riley	Meeting, set up by email	To discuss the launch of Women for Democracy in Venezuela and the importance of a gender inclusive political process.

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12. During the period beginning 60 days prior to the obligation to register[3] for this foreign principal, has the registrant received from the foreign principal, or from any other source, for or in the interests of the foreign principal, any contributions, income, money, or thing of value either as compensation, or for disbursement, or otherwise?

Yes ☒ No ☐

If yes, set forth below in the required detail an account of such monies or things of value.

Date Received	From Whom	Purpose	Amount/Thing of Value
7/30/21	Global Affairs Canada	Contribution to project	249,070.79
			249,070.79
			Total

13. During the period beginning 60 days prior to the obligation to register[4] for this foreign principal, has the registrant disbursed or expended monies in connection with activity on behalf of the foreign principal or transmitted monies to the foreign principal?

Yes ☒ No ☐

If yes, set forth below in the required detail and separately an account of such monies, including monies transmitted, if any.

Date	Recipient	Purpose	Amount
Sep-Nov	Direct Expenditure	Workshop-related costs including airfare, accommodation, translation, personnel costs.	63,738

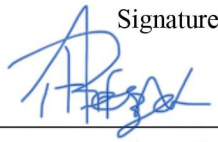
1 "Political activity," as defined in Section 1(o) of the Act, means any activity which the person engaging in believes will, or that the person intends to, in any way influence any agency or official of the Government of the United States or any section of the public within the United States with reference to formulating, adopting, or changing the domestic or foreign policies of the United States or with reference to the political or public interests, policies, or relations of a government of a foreign country or a foreign political party.

2,3,4 Pursuant to Section 2(a) of the Act, an agent must register within ten days of becoming an agent, and before acting as such.

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EXECUTION

In accordance with 28 U.S.C. § 1746, and subject to the penalties of 18 U.S.C. § 1001 and 22 U.S.C. § 618, the undersigned swears or affirms under penalty of perjury that he/she has read the information set forth in this statement filed pursuant to the Foreign Agents Registration Act of 1938, as amended, 22 U.S.C. § 611 *et seq.*, that he/she is familiar with the contents thereof, and that such contents are in their entirety true and accurate to the best of his/her knowledge and belief.

Date	Printed Name		Signature
11/11/21	Reza Afshar	Sign	
11/11/21	Nick Scott	Sign	
		Sign	
		Sign	

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CONTRIBUTION AGREEMENT

Strengthening the Capacities of Women Political Leaders from the Venezuelan Interim Government

Peace and Stabilization Operations Program

Implemented by:

Independent Diplomat, Inc.

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ARTICLES OF AGREEMENT

BETWEEN: Her Majesty the Queen in right of Canada ("Her Majesty") represented by the Minister of Foreign Affairs acting through the Department of Foreign Affairs, Trade and Development (hereinafter referred to as "Global Affairs Canada" or "the Department" or "DFATD");

AND: *Independent Diplomat, Inc., a non-profit organization*, duly incorporated under the laws of *the United States of America*, represented by the Managing Director, (hereinafter referred to as "the Organization" or the "Recipient").

(Individually referred to as "Party" and collectively as "the Parties"):

WHEREAS the Organization wishes to implement the project entitled *Strengthening the Capacities of Women Political Leaders from the Venezuelan Interim Government* (hereinafter referred to as "the Project") for which it requests a contribution from the Department.

THEREFORE, the Parties agree as follows:

1. PURPOSE OF THE AGREEMENT

1.1. The Department hereby provides a financial contribution (the "Contribution") to the Organization exclusively for the implementation of the Project, in accordance with this agreement ("the Agreement"). The Recipient shall use the Contribution provided herein to achieve the purpose and expected results described in Appendix A in accordance with the terms and conditions specified in this Agreement.

1.2. The Agreement which includes the Articles of Agreement, the Appendices and any amendments made to the Agreement constitute the complete and exclusive agreement between the Parties with respect to the Project and supersede and replace any and all prior agreements, communications and understandings, both written and oral, regarding such subject matter.

1.3. In case of conflict between provisions of the Agreement, the order of precedence shall be the following:

a) These **Articles of Agreement** and any amendments relating thereto;
b) The **Appendices** in the following order:
   i. Appendix A - Project Description;
   ii. Appendix B - Financial Terms;
   iii. Appendix C - Budgetary Estimates & Cash Flow Statement
   iv. Appendix D - Reporting Requirements;
c) Other appendices as added to the Agreement;

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2. PROJECT FUNDING

2.1. Subject to the provisions of this Agreement, DFATD shall make a Contribution to the Recipient, with respect to the eligible costs of the Project up to a maximum of six hundred and twenty six thousand eight hundred and ninety five Canadian dollars, and nine cents (CAD 626,895.09) based upon the total cost of the Project and for DFATD's fiscal year(s) 2021/2022 and 2022/2023.

2.2. The Contribution shall be used by the Recipient to implement the Project in accordance with the provisions of this Agreement and with the terms specified in Appendices A, B, C and D.

2.3. The Recipient declares that all sources of funding for the Project with their corresponding amounts have been disclosed in writing to DFATD. Should new funding from other sources become available for the Project during the life of this Agreement, it is the responsibility of the Recipient to disclose this information in writing to DFATD. Where the total contributions of all donors exceed one hundred percent (100%) of the total value of the Project, DFATD shall have the right to adjust the Contribution or recover any surplus paid, up to the amount of the Contribution made under this Agreement. The Recipient shall update this information in its reports in accordance with the reporting requirements in Appendix D.

3. PAYMENTS

3.1. The Contribution made under this Agreement shall be paid by DFATD in accordance with the Terms of Payment set forth in Appendix B.

3.2. Any payment to be made to the Recipient is subject to there being an appropriation by the Parliament of Canada for the fiscal year in which the payment is to be made. If the appropriation is changed by Parliament or if funds are not available for any other reason, the Contribution may be reduced or the Agreement terminated, by notice sent to the Recipient.

4. NOTICES AND COMMUNICATIONS

4.1. Any notice to be given to either Party with respect to this Agreement shall be effectively given if delivered or sent by registered letter or facsimile addressed to the other Party at the address given in this Paragraph. The address of either Party may be changed by notice in the manner set out in this Sub-Article.

4.2. Any communication to be given to either Party with respect to this Agreement shall be effectively given if delivered or sent by registered letter, mail, email or facsimile addressed to the other Party at the address given in this Article.

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4.3. Any notice and communication to DFATD shall be addressed to:

Jacqueline Fox
Senior Program Officer
Peace and Stabilization Operations Programming Division
Security and International Affairs Branch
125 Sussex Drive, Ottawa, Ontario CANADA
E-mail: Jacqueline.Fox@international.gc.ca

Any notice and communication to the Recipient shall be addressed to:

Marlene Spoerri,
Director, Inclusive Diplomacy and Systems Change
Independent Diplomat
246 5th Avenue
New York, NY 10001 USA
Telephone: +1 718 687 3646
Email: marlene.spoerri@independentdiplomat.org

5. NO EMPLOYEE OR AGENCY RELATIONSHIP

5.1. Nothing in this Agreement has the effect of creating a partnership, joint venture, agency or employment relationship between the Parties. The Recipient agrees that neither the Recipient nor any of its employees, agents, subcontractors or sub-recipients shall represent themselves in any manner to be employees, agents, or partners of Her Majesty or DFATD.

6. CONTRACTUAL COMMITMENTS WITH THIRD PARTIES

6.1. DFATD shall not be held liable for any loans, leases, capital leases or any other contractual commitments entered into by the Recipient with any third party for the implementation of the Project.

7. LIABILITY AND SECURITY

7.1. The Recipient is responsible for its own security and ensuring the safety and security of its personnel. Accordingly, it is the sole responsibility of the Recipient to conduct a security assessment and take any and all necessary measures to safeguard its own security and the safety and security of its personnel. DFATD shall assume no responsibility for the security of the Recipient or the safety and security of the Recipient's personnel.

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8. AMOUNTS DUE TO HER MAJESTY

8.1. The Recipient declares and guarantees that at the time of signing the Agreement, it does not have an amount owing to Her Majesty. Should this change during the implementation of the Project, the Recipient shall promptly inform DFATD by submitting a completed «Declarations and Guarantees» form available from DFATD's Internet site.

8.2. This updated declaration shall form an integral part of the Agreement.

9. INDEMNIFICATION

9.1. The Recipient shall, both during and following the termination or expiry of the Agreement, save harmless and indemnify Her Majesty, her employees and her agents from and against all claims, losses, damages, costs and expenses or actions or other proceedings made against them in any manner, attributable to any injury, death, damage to or loss of property arising or alleged to arise from the execution of the Project, except to the extent that the injury, death, damage or loss has been caused by the negligence of Her Majesty, her employees or agents.

10. REPORTS

10.1. Reports on the Project and its budget shall be prepared and presented to DFATD in accordance with Appendices "A", "B", "C" and "D" hereto.

11. MONITORING AND EVALUATION

11.1. Results of any evaluations carried out by the Recipient with funds from the Contribution shall be communicated to DFATD by the Recipient.

11.2. DFATD retains the rights to monitor and /or evaluate the Project using its own resources or by retaining an external monitor/evaluator. The Recipient shall cooperate in any such monitoring or evaluation and provide access to it facilities during the implementation of the Project and for three (3) years following the final payment of the Contribution.

12. AUDIT AND FINANCIAL RECORDS

12.1. DFATD reserves the right to audit the Project at any time during the implementation of the Project and for three (3) years following the expiry or early termination of the Agreement. The Recipient shall maintain and retain, for such period of time, separate accounting, financial records and original supporting documents to account for the total funds budgeted for the implementation of the Project and for expenses related to the implementation, including those of its subcontractors and sub-recipients. These include, among other things, original receipts (copies to be included with payment requests), cashed or cancelled

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cheques and other relevant documentation relating to goods, equipment and services acquired for the Project.

12.2. The Recipient shall make these records, and all other information necessary to ensure compliance with the terms and conditions of the Agreement, including those in the possession of third parties, available for audit and examination by DFATD and/or the Auditor General of Canada as per *Subsection 7.1 of the Auditor General Act*, or their respective authorized representatives. The Recipient shall afford, at its own expense, DFATD, the Auditor General of Canada or their respective authorized representatives the proper facilities required for such an audit. The Recipient's expenses associated with the audit are not recoverable from DFATD.

13. PUBLIC RECOGNITION

13.1. In consultation with DFATD, the Recipient shall ensure visibility and provide public recognition of Canada's support to the Project in publications, speeches, press releases, websites, social media or other communication material. This shall be done in a manner compliant with Canada's Federal Identity Program.

13.2. The Recipient shall plan for, and report on its public recognition activities in accordance with the reporting requirements of the Agreement. The Recipient shall supply DFATD with a copy of any written or electronic material acknowledging DFATD's support or information on their public recognition activities. DFATD may provide content and input into any supporting communication material.

13.3. The Recipient shall provide at least fifteen (15) days advance notice to DFATD, unless otherwise agreed upon, of any planned initial public announcement of Canada's support. Prior to the initial announcement or until such time that DFATD publishes the Project in the public domain, communication activities shall be limited to routine communications associated with Project implementation. DFATD shall have the right to make the initial public announcement or participate in any official ceremony, public event or announcement made by the Recipient.

13.4. All public materials issued jointly by the DFATD and the Recipient must be judged acceptable by both Parties and shall be made available in both English and French.

13.5. After consultation, the DFATD or the Recipient may request to cease all public recognition activities inter alia for security, programming or other compelling reasons. DFATD and the Recipient shall consult each other to determine when the public recognition activities may resume.

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14. ACCESS TO INFORMATION AND CONFIDENTIALINFORMATION

14.1. ACCESS TO INFORMATION

All information provided by the Recipient shall be treated in accordance with the Access to Information Act and the Privacy Act. DFATD may compile and publish statistics based on information contained in the Agreement and arising from its performance. DFATD may publish the Recipient's name and address, the amount of the Contribution, the type of activities funded the title of the Project, and the name of the beneficiary country.

14.2. CONFIDENTIAL INFORMATION

The Parties shall mutually ensure that any information of a confidential nature shall be treated as confidential. Any documents that one Party provides to the other and which it considers to be confidential in nature shall be clearly marked as such.

The Recipient shall not disclose any confidential information or document, nor make use of any intellectual property rights subject-matter that it becomes aware of or takes possession of during the implementation of the Project, without having obtained written approval from the appropriate authority that can release it from the obligation to confidentiality. Upon DFATD's request, the Recipient shall provide DFATD with a copy of the approval obtained.

15. INTELLECTUAL PROPERTY

Definition: For the purposes of this paragraph, the word “Work” is defined as anything that is created or developed in relation to the Project including but not limited to designs, reports, photographs, drawings, specifications, plans, tools, resources, computer software, surveys, and Web sites.

15.1. All intellectual property rights are vested in the Recipient.

15.2. The Recipient hereby grants Her Majesty, the Beneficiaries of the Project, and any person designated by DFATD, notably in the disposal of assets plan, a worldwide, perpetual, irrevocable, non-exclusive, non-commercial, free-of-charge and royalty-free license, authorizing them to exercise all of the Intellectual property rights in the Work and which:

a) authorizes them to do the acts reserved to the owner by the Applicable national law or, if there is no law in a country where the license is exploited, the acts reserved to the owner by the applicable law in Canada; and

b) grant a free-of-charge and royalty-free sublicense to any person, authorizing the sub-licensee to do any or all of the acts mentioned in Sub-Article 15.2(a).

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15.3. The Recipient declares and warrants that the Work, and the exercise of the Intellectual property rights granted under the Agreement, in no way infringe upon the Intellectual property rights of others or upon the legislation in force;

15.4. The obligations contained in this Article must be reproduced in all sub-agreements and subcontracts.

16. PROCUREMENTS AND DISPOSAL OF ASSETS

16.1. The Recipient shall be responsible and accountable for the procurement of goods, equipment and services for the Project and shall respect the principles of transparency, integrity, competition, fairness and value for money. The Recipient shall maintain procurement files containing the relevant procurement documentation and an active inventory of all Project Assets.

16.2. Assets acquired with the Contribution are to be used for the purposes of the Project and it is the responsibility of the Recipient to take proper care and ensure the security of such assets. Before the expiration of the Agreement and in accordance with the Disposal of Asset Plan approved by DFATD, the Recipient shall dispose of the assets which have an estimated lifespan greater than one year at the time of disposal in one of the following ways:

a) Transfer to the beneficiaries identified in the list mentioned in Sub-Article 16.3 below;
b) Transfer to another DFATD funded project as approved by DFATD in advance;
c) Sale through public tender/auction and the proceeds of the sale to be reinvested in the Project or returned to the Receiver General of Canada through DFATD; or
d) Any alternate use approved by DFATD.

16.3. Where the Recipient disposes of the assets, the following procedures shall be followed and documented in the final report:

a) An inventory list of assets, including all applicable guarantees, and any Work created under the Agreement, where applicable, shall be prepared, identifying the beneficiary(ies);
b) Written confirmation that the transfer has been made, duly signed by the Recipient and the beneficiary(ies) of the Project.

17. SUBCONTRACT AND SUB-AGREEMENTS

17.1. Subcontracts and sub-agreements shall be in written form and shall be consistent with the provisions of the Agreement. The Recipient shall retain these agreements and supporting documents relating to their performance. These agreements are subject to audit by DFATD and its representatives as per Article 12 above.

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17.2. Subcontracts and sub-agreements shall contain, at a minimum, the following provisions:

a) Clear description of the purpose of the funding and the roles and responsibilities of the parties, including financial responsibilities;
b) Requirement that the subcontractors and sub-recipients retain books, records and any supporting documents related to the funding, including eligible costs, for three (3) years following the termination or the expiry of the Agreement and the Recipient's and DFATD's or the Auditor General's right to have access to such documentation for monitoring, audit and evaluation purposes;
c) Authorization for the Recipient to provide DFATD with copies of any reviews, evaluation or audit reports;
d) DFATD's and the Auditor General's rights to access the subcontractors and sub-recipients' premises or any other premises where activities are taking place, for monitoring and audit purposes;
e) Description of the eligible costs, the reporting and monitoring requirements, consistent with the Agreement;
f) Obligations of the subcontractors and sub-recipients with regards to public recognition of DFATD funding, consistent with the Agreement;
g) Default and remedies, including automatic termination in the event that the Agreement is terminated;
h) A provision to ensure the fulfilment of the Recipient's obligations under this Agreement, including the requirements of Article 12 - Audit and Financial Records, Article 14 - Access to Information and Confidential Information, Article 15 - Intellectual Property, Article 20 - Declarations and Guarantees including Sub-Article 20.3 - Fraud and Corruption, Sub-Article 20.4 - Anti-Terrorism, Sub-Article 20.5 - Economic Sanctions and Other Trade Controls, Sub-Article 20.6 - Sexual Misconduct and Article 21- Conflict of Interest.

18. ENVIRONMENT

18.1. Through the Canadian environment legislation DFATD is committed to supporting sustainable development by assessing the environmental effects of its decisions, operations, projects and activities prior to a decision that commits it to a course of action such as authorizing the release of funds.

18.2. The Recipient shall comply with, to the satisfaction of DFATD, all conditions related to the Project that DFATD may require in its environment legislation determination about the environmental effects of the Project and whether or not the Project may proceed with the implementation of mitigation measures and any follow up program. Failure to comply with the conditions, the implementation of any mitigation measures and any follow up program may be a cause for suspension or termination of funding by DFATD in accordance with Article 23.

18.3. Should an important aspect of the Project change (e.g. a change in the site or construction plans) subsequent to the signature of this Agreement, the Recipient

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shall contact DFATD immediately to verify the applicability of the Canadian environment legislation and any further requirements that may be associated with the changes.

18.4. For projects where the essential details are unknown at the time of signing this Agreement, the Recipient shall provide, in a timely manner, to DFATD any information necessary to ensure that the assessment of the environmental effects of the project will be carried out as early as practicable in the planning stages of the project and before irrevocable decisions are made.

19. GENDER EQUALITY

19.1. In line with DFATD's policy(ies) on Gender Equality (Canada's Feminist International Assistance Policy http://international.gc.ca/world-monde/issues_development-enjeux_developpement/priorities-priorites/policy-politique.aspx?lang=eng, Gender-Based Analysis Plus http://www.swc-cfc.gc.ca/gba-acs/index-en.html, and Canada's National Action Plan on Women Peace and Security (http://international.gc.ca/world-monde/issues_development-enjeux_developpement/gender_equality-egalite_sexes/national_action_plan_wps-plan_national_action_fps.aspx?lang=eng) the Recipient shall explicitly and systematically implement the gender-equality commitments identified in the Agreement, including budgetary provisions.

19.2. As part of its regular reporting, the Recipient shall report on the application of the above provision using gender-sensitive indicators and sex-disaggregated data.

20. DECLARATIONS AND GUARANTEES

20.1. POWER AND AUTHORITY

The Recipient declares and guarantees that it is duly incorporated or legally constituted, that it is in good standing with the laws and has the power and authority to carry on its business, to hold property and to enter into this Agreement and undertakes to take all necessary action to maintain itself in good standing and to preserve its legal capacity during the term of this Agreement.

20.2. NO PENDING SUITS OR ACTIONS

The Recipient declares and guarantees that it is under no obligation or prohibition, nor is it subject to or threatened by any actions, suits or proceedings that could or would prevent compliance with this Agreement and undertakes to advise DFATD forthwith of any such occurrence during the term of the Agreement.

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20.3. **FRAUD AND CORRUPTION**

20.3.1. The Recipient acknowledges that it has rules and policies to adequately implement internal controls, in regards to anti-corruption, anti-fraud, anti-bribery and other situations of misuse of funds.

20.3.2. As signatory of the Organisation for Economic Co-operation and Development (OECD) Convention on Combating Bribery of Foreign Public Officials in International Business Transactions (1997), and the United Nations Convention Against Corruption (UNCAC, 2007), the Government of Canada is committed to the fight against corruption, fraud and bribery. Therefore, DFATD reserves the right to take any appropriate action to address such practices, including recovering resources lost, suspending or terminating the Agreement.

20.3.3. The Recipient declares and guarantees that no offer, gift or payment, consideration or benefit of any kind, which constitutes an illegal or corrupt practice, has been or will be made to anyone by the Recipient, either directly or indirectly, as an inducement or reward for the award or execution of the Agreement.

20.3.4. The Recipient declares and guarantees that neither the Recipient, nor its employees involved in the Project:

a) were convicted during a period of three (3) years prior to and since the submission of the Project proposal, by a court of law in Canada or in any other jurisdiction for an offence involving fraud, bribery or corruption or;

b) are under sanction, for an offence involving fraud, bribery or corruption, imposed by a government, an international governmental organization or an organization providing development assistance.

20.3.5. The Recipient declares and guarantees that it has taken all reasonable steps to assure itself that neither its local partners nor its subcontractors or sub-recipients, nor its local partners' or subcontractors' and sub-recipients' employees involved in the Project:

a) were convicted during a period of three (3) years prior to and since the submission of the Project proposal, by a court of law in Canada or in any other jurisdiction for an offence involving fraud, bribery or corruption or;

b) are under sanction, for an offence involving fraud, bribery or corruption, imposed by a government, an international governmental organization or an organization providing development assistance.

20.3.6. The Recipient shall notify DFATD immediately of any allegation or actual case of misuse of funds fraud, bribery, corruption or financial irregularity

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which may involve DFATD's funding or which could put DFATD's funding at risk. The Recipient shall immediately provide electronically to allegations@international.gc.ca with a copy to DFATD's representative identified in the Agreement, a written summary of such event including a description of the event, the amount involved, the actions taken or to be taken by the Recipient to resolve the issue and any additional information that will assist DFATD in its determination of the way forward. In addition, the Recipient shall submit an update of its Declarations and Guarantees» form available on the DFATD's website.

20.3.7. The Organization shall include a corresponding provision in any subcontract or sub-agreement that the Organization enters into for the purposes of the Project.

20.4. **ANTI-TERRORISM**

20.4.1. The Organization declares and guarantees that the funding for the purposes of the Project shall not knowingly be used to benefit terrorist groups or individual members of those groups, or for terrorist activities, either directly or indirectly, as defined in the Criminal Code R.S.C., 1985, c. C-46 or those appearing on the Consolidated United Nations Security Council Sanctions List, as modified during the term of this Agreement. The Organization shall notify the Department immediately if it is unable to complete the Project as a result of terrorism-related concerns by submitting an updated Declarations and Guarantees Form.

20.4.2. The Organization is responsible for consulting all relevant lists, even if the web addresses provided are no longer valid, in order to stay informed of the listed terrorist groups and their members and must ensure that the Contribution of the Department does not benefit any listed terrorist entity and their members, any sanctioned groups or persons. Entities or individuals listed as terrorists can be found at the following web addresses:

a. Criminal Code of Canada list

b. Regulations Implementing the United Nations Resolutions on the Suppression of Terrorism (RIUNRST)

c. The United Nations Security Council Consolidated Sanctions List is available on the United Nations Security Council website (https://www.un.org/securitycouncil/), to implement the sanction measures imposed by the United Nations Security Council pursuant to resolutions 1267 (1999), 1989 (2011) and 2253 (2015) concerning ISIL (Da'esh), Al-Qaida, and associated individuals, groups, undertakings and

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entities, and pursuant to resolution 1988 (2011) concerning the Taliban and associated individuals.

20.4.3. The Department could inform the Organization in writing if it has identified implementing partner(s) that are associated directly or indirectly with terrorism. In such instance, the Department shall determine an appropriate course of action, including suspension or termination of this Agreement.

20.4.4. The Organization shall include a corresponding provision in any subcontract or sub-agreement that the Organization enters into for the purposes of the Project.

20.5. **ECONOMIC SANCTIONS AND OTHER TRADE CONTROLS**

20.5.1. The Organization declares and guarantees that funding for the purposes of the Project shall not be knowingly used, either directly or indirectly, in a manner that contravenes economic sanctions imposed by Canada and enforced by regulations under the United Nations Act (R.S.C. (1985), c. U-2); the Special Economic Measures Act (S.C. (1992), c. 17); the Justice for Victims of Corrupt Foreign Officials Act (S.C. (2017), c. 21) as they are amended from time to time, or for activities that would contravene the provisions of the Export and Import Permits Act (R.S.C. 1985, c. E-19). Information on Canadian sanctions and export and import controls can be found at the following links:

https://www.international.gc.ca/world-monde/international_relations-relations_internationales/sanctions/index.aspx?lang=eng

https://www.international.gc.ca/world-monde/international_relations-relations_internationales/sanctions/types.aspx?lang=eng

https://www.international.gc.ca/controls-controles/index.aspx?lang=eng

20.5.2. The Organization shall consult the above links to be aware of the foreign governments, persons and activities subject to economic sanctions and other trade controls during this term of this Agreement.

20.5.3. The Organization shall comply with the legislations and regulations related to economic sanctions and other trade controls, and with any modifications made to them, during the term of this agreement.

20.5.4. The Organization shall notify the Department immediately if it is unable to complete the Project as a result of sanctions or other trade controls by submitting an updated Declarations and Guarantees. The Organization agrees that if it does not comply with this Article, the Department shall determine an appropriate course of action, including the suspension or termination of this Agreement.

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20.5.5. The Organization shall include a corresponding provision in all subcontracts and sub-agreements it signs for the purposes of the Project.

20.6. **SEXUAL MISCONDUCT**

20.6.1. Recognizing that sexual exploitation and abuse (SEA) violate universally recognized international legal norms and standards and, aligned with Canada's commitment to the delivery of international assistance grounded in a human rights framework, the Recipient declares and guarantees that it has in place, and shall maintain in place for the duration of the Agreement, a publicly available Code of Conduct (the CoC) to prevent, investigate and respond to SEA.

20.6.2. The CoC shall be integrated across the Recipient's operations and shall, at a minimum, include the following provisions, which are based on the Department's guiding principles enunciated at Sexual exploitation and abuse in international assistance webpage:

a) Accountability processes integrated throughout the Recipient, including roles and responsibilities to ensure monitoring of, and compliance with, the CoC;

b) A mechanism for anonymous and confidential reporting and, fair and confidential investigative procedures to respond to all allegations of SEA;

c) Training on prevention of SEA and remedial measures when misconduct is found;

d) Measures including disciplinary action in cases of serious misconduct.

20.6.3. The Recipient shall provide access to its CoC to all personnel, local partners and ultimate recipients, and shall promote protection from SEA. The Recipient shall ensure that all personnel, local partners and ultimate recipients shall either: a) sign an attestation stating they shall respect the Recipient's CoC, or b) adopt their own policies and procedures to prevent SEA that shall be in keeping with the goals and objectives of the Recipient's CoC.

20.6.4. For the purpose of this Sub-Article 20.6 the following definitions apply:

a) Sexual exploitation: Any actual or attempted abuse of a position of vulnerability, differential power, or trust, for sexual purposes, including, but not limited to, profiting monetarily, socially or politically from the sexual exploitation of another.

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b) Sexual abuse: Actual or threatened physical intrusion of a sexual nature, whether by force or under unequal or coercive conditions. All sexual activity with a child is considered as sexual abuse.

c) Protection from sexual exploitation and abuse (PSEA): The term used by the United Nations and non-governmental community to refer to measures taken to protect vulnerable people from SEA by their own staff and associated personnel.

20.6.5. The Organization shall notify the Department of any credible allegation of SEA in the delivery of Canadian international assistance which may involve the Department's funding or which could put the Department's funding or reputation at risk within forty eight (48) hours after determining that an allegation is credible. Accordingly, the Organization shall submit Part A of the Reporting Form – Sexual exploitation and abuse allegations in international assistance to PSEA-PEAS@international.gc.ca at the time of the initial allegation of SEA and complete Part B at the conclusion of the investigation or, in the case of lengthy investigation, provide an update in a timely manner. The Organization should refer to the Department's SEA guiding principles to be found at Global Affairs Canada expectations for reporting sexual exploitation and abuse in international assistance webpage for any additional information.

21. CONFLICT OF INTEREST (CANADIAN PUBLIC OFFICE HOLDERS)

21.1. The Recipient declares and guarantees that individuals who are subject to the provisions of the Canadian Conflict of Interest Act (S.C. 2006, c. 9, s.2), the Conflict of Interest Code for Members of the House of Commons, the Conflict of Interest Code for Senators, the Conflict of Interest and Post-Employment Code for Public Office Holders, the Department of Foreign Affairs, Trade and Development's Values and Ethics Code, the Values and Ethics Code for the Public Sector, or any other applicable values and ethics codes cannot and shall not derive any direct benefit resulting from the Agreement unless the provision or receipt of such benefit is in compliance with such legislation and codes.

22. LOBBYIST

22.1. The Recipient declares and guarantees that any person lobbying on its behalf as defined in the Lobbying Act of Canada, R.S.C., 1985, c.33 [4th Supp.], is compliant with that Act.

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23. TERMINATION OR SUSPENSION FOR CONVENIENCE

23.1. DFATD may, by written notice, suspend or terminate for convenience all or part of the Agreement, in which event the Recipient shall have no claim against DFATD by reason of such termination or suspension other than the reimbursement of reasonable and proper eligible costs actually incurred by the Recipient up to the date of such termination or suspension, less any sums previously paid on account thereof as provided under the Agreement. The termination or suspension shall take effect on the date stipulated in the notice from DFATD.

23.2. If at the date of termination of the Agreement or reduction or suspension of payments under the Agreement, the Recipient has been paid an amount that, in the opinion of DFATD, exceeds the value of the activities carried out by the Recipient, the Recipient shall forthwith, upon demand by DFATD, refund the excess to the Receiver General for Canada via DFATD.

24. DEFAULT AND REMEDIES

24.1. DFATD may declare the following situations to be defaults under this Agreement:

a) In DFATD's opinion, a term, condition, commitment or obligation provided for in the Agreement has not been respected or complied with;

b) The Recipient becomes bankrupt or insolvent or is placed in receivership or takes the benefit of any stature relating to bankrupt and insolvent debtors , or is subject to an order made or a resolution passed for the winding-up of its operations or the Recipient is dissolved;

c) There is a change in risk associated with the Recipient or the Project;

d) The Recipient, either directly or through its representatives, makes or has made a false or misleading statement or representation to DFATD in respect of any matter related to this Agreement other than in good faith;

e) The Recipient has either directly or through its employees, agents or representatives committed or allowed to be committed, either: i) willfully or with gross negligence or ii) without having taken all the reasonable steps to prevent the situation or iii) without having made its reasonable efforts to monitor, a fraud, a corrupt practice or a misuse of funds, or is not compliant with Sub-Article 20.3 Fraud and Corruption above, as determined by DFATD's in its sole discretion, and

f) The Recipient is no longer eligible under the program's eligibility criteria.

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24.2. In the event of a default, DFATD reserves the right to:

a) Reduce the Contribution level, withhold or suspend any payments or make any alternate arrangements;

b) Rescind the Agreement and immediately terminate any financial obligation arising out of it;

c) Require the repayment of amounts already paid.

24.3. The fact that DFATD refrains from exercising a remedy or any right herein shall not be considered to be a waiver of such remedy or right and, furthermore, partial or limited exercise of a remedy or right shall not prevent DFATD in any way from later exercising any other remedy or right under this Agreement or other applicable law.

25. DISPUTE RESOLUTION

25.1. The Parties agree to attempt to resolve any dispute through negotiation, or through mutually agreed other appropriate alternate resolution process.

25.2. Notwithstanding Sub-Article 25.1, the Parties maintain the right to seek legal recourse through a court having relevant jurisdiction.

26. OVERPAYMENT, REPAYMENT AND RECOVERY OF THE CONTRIBUTION

26.1. The Recipient shall repay the Receiver General of Canada, through DFATD, any amount of the Contribution that exceeds the amount to which the Recipient is entitled or any payment made for expenses not eligible under the Agreement, any amounts identified in paragraph 24.2 c) and any balance not disbursed or recognized. The Recipient shall repay DFATD, within the time specified in the notice requesting such repayments, the amount of the Contribution disbursed or the amount of the overpayment or any disallowed costs, as the case may be. Interest shall be charged on any overdue amount in accordance with Treasury Board of Canada's Interest and Administrative Charges Regulations. Any such amount is a debt due to Her Majesty and is recoverable as such.

27. RIGHT OF SET-OFF

27.1. DFATD reserves the right to set off any amount which the Recipient owes to Her Majesty against any amount payable to the Recipient. This Article does not restrict any right of set-off given by law or by any provision of the Agreement, or of any other agreements between Her Majesty and the Recipient.

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28. AMENDMENT

28.1. With the exception of Sub-Article 28.2, no amendment to this Agreement is valid unless it is in writing and signed and dated by both Parties.

28.2. Changes to activities that do not affect the scope and nature of the Project, that do not affect the total budget or duration of the Project and do not significantly affect the overall purpose and expected results of the Project can be approved by DFATD without a formal amendment as described in Sub-Article 28.3 and shall be evidenced in an informal written exchange between the Parties affirming the agreement reached.

28.3. The determination of whether or not any change "significantly affects" the Project in the manner described above and whether an informal written exchange or formal amendment is required is solely within DFATD's discretion.

29. ASSIGNMENT

29.1. Any assignment of the Agreement carried out without the prior written consent of DFATD is null and void.

30. SUCCESSORS

30.1. The Agreement is binding on the Parties and their successors and permitted assigns.

31. OFFICIAL LANGUAGES

31.1. Intentionally left blank.

32. COMMUNICATION WITH CANADIAN EMBASSIES AND HIGH COMMISSIONS

32.1. Canadian personnel working on the Project in a beneficiary country shall register with the Canadian Embassy or High Commission of this country. The Recipient shall keep the respective Canadian Embassy or High Commission informed regarding the Project, including the participation of local partners. If assistance is needed, the Recipient shall advise the Canadian Embassy or High Commission in advance of planned stays in the beneficiary country with regard to the Project.

33. CODE OF CONDUCT AND NON-DISCRIMINATION

33.1. The Recipient shall abide by all applicable laws and conduct its activities in a responsible manner in accordance with fundamental principles, such as respect for human rights, including protection from sexual exploitation and abuse,

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democratic principles, the rule of law, gender equality and the fight against corruption.

33.2. The Recipient shall respect the standards of non-discrimination set out in the Canadian Charter of Rights and Freedoms and agrees to abide by all governing and applicable laws protecting individuals against any manner of discrimination regardless of location of work and shall not discriminate with respect to individuals' eligibility to participate in the Project.

33.3. The Recipient shall refrain from practices or activities which might be prejudicial to the relations between Canada and the beneficiary country and shall require that all the personnel, local partners act accordingly.

34. CAPACITY BUILDING OF THE RECIPIENT ON FINANCIAL MANAGEMENT

34.1. To improve Project implementation, DFATD may conduct capacity building on financial management activities for the Recipient after the signature of the Agreement. The objective of the activities is to review the terms and conditions of the Agreement with the Recipient, and to ensure that the Recipient's financial management of the Project can be done efficiently and in accordance with the requirements of the Agreement. The Recipient agrees to allow for the activities and to provide DFATD's authorized representatives with the facilities, personnel, and any information required for the purposes of the activities, at no costs.

35. EFFECTIVE DATE AND ACTIVITY END DATE

35.1. This Agreement shall take effect on the date of the last signature of the Agreement (the "Effective Date"). Costs incurred prior to the Effective Date shall not be eligible for reimbursement under the Agreement.

35.2. All Project activities identified in Appendix A shall be completed no later than June 30, 2022 (The "Activity End Date"). After that date, only costs related to the demobilization of personnel, the disposal of assets and the preparation of the Final Report will constitute Eligible Costs under the Agreement.

35.3. This Agreement shall expire on November 30, 2022, at which time all Project activities identified in Appendix A – Project Description will have been completed and all reports identified in Appendix D – Reporting Requirements will have been received and accepted by the Department.

36. SURVIVAL CLAUSE

The following Sub-articles shall survive the expiry of the Agreement for three (3) years:

36.1. Article 9 - Indemnification;

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36.2. Article 11 - Monitoring and Evaluation;

36.3. Article 12 - Audit and Financial Records;

36.4. Article 15 - Intellectual Property, and,

36.5. Article 24 - Default and Remedies

37. APPLICABLE LAW AND JURISDICTION

37.1. This Agreement shall be governed by, and is to be construed and interpreted in accordance with, the laws in force in *the province of Ontario, Canada*, and the laws of Canada applicable therein. The Parties - acknowledge the exclusive jurisdiction of the courts and tribunals of the *province of Ontario, Canada*.

38. SIGNING OF THE AGREEMENT

IN WITNESS WHEREOF, the Parties have, through their duly-authorized representatives executed this Agreement as of the day and year shown below.

The Parties can sign the Agreement in counterpart. Each copy signed by the Parties shall be an original.

FOR THE RECIPIENT

SIGNED AT APPROVED By Nick Scott at 12:57 pm, Jul 19, 2021 ON 19 July 2021
Day Month Year

Nick Scott
Managing Director

FOR HER MAJESTY

SIGNED AT Sundre, Alberta ON 21 July 2021
Day Month Year

Kutz, Gwyneth Digitally signed by Kutz, Gwyneth
Date: 2021.07.21 10:26:46 -04'00'

Gwyneth Kutz
Director General

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APPENDIX A

PROJECT DESCRIPTION

1. PROJECT DESCRIPTION

1.1. This project aims to build the leadership capacities of women from the Venezuelan Interim Government and the opposition-led National Assembly to be able to contribute more actively and effectively to high-level negotiations and advocacy, and ensure that any future political process or negotiations are informed by the needs and demands of Venezuelan women.

1.2. Between the Effective Date and the Activity End Date the Recipient shall implement the following activities:

a) Tailored mentorship for women from the Venezuelan Interim Government (VIG) and opposition-led National Assembly (NA), based on individual needs;
b) Training in diplomacy and negotiations for VIG and NA women;
c) Facilitation of high-level, diplomatic engagement activities;
d) Development and execution of a strategic communications that focuses on VIG women's domestic and international public outreach;
e) Policy-focused workshops led by the VIG and NA women and directed at VIG and NA women and men; and,
f) Policy execution by mixed gender teams that also includes Venezuelan civil society.

1.3. The project shall aim to achieve the following expected results:

a) Women of the Venezuelan Interim Government (VIG) and National Assembly are more effective at negotiating and leading high-level diplomacy.
b) Greater Public Profile of the Female Members of the Venezuelan Interim Government and National Assembly.
c) Women are better able to influence and lead the Venezuelan Interim Government's decision-making and set policy.

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APPENDIX B. FINANCIAL TERMS

1. FINANCIAL TERMS

1.1. For implementing the Project as specified under this Agreement, as more specifically set out under Appendix A (Project Description), subject to the Cash Flow Statement set out in Appendix C (Budgetary Estimates and Cash Flow Statement), and as approved from time to time by DFATD through the budgetary review processes or otherwise, the Contribution shall be paid by DFATD to the Recipient in accordance with the hereinafter payment terms and conditions.

2. BASIS OF PAYMENT

2.1. For implementation of the Project to DFATD's satisfaction in accordance with the Recipient's obligations under this Agreement, DFATD agrees to pay the eligible costs incurred and paid by the Recipient on the following basis of payment:

2.2. Cost of Salaries - Recipient's personnel

2.2.1. For Project personnel assigned to implement the Project under this Agreement, who are employees of the Recipient: cost of actual annual salary, plus fringe benefits (including paid benefits and absence from work) paid in accordance with the Recipient's established pay scales and benefits provision. Only the actual time worked on the Project shall be paid. For periods of less than one day, the rate shall be pro-rated accordingly. The working day shall be based on a seven and a half (7.5) hour day, up to a maximum of five (5) days a week in Canada; and shall be based on an eight (8) hour day, up to a maximum of six (6) days a week outside of Canada. All Project time worked beyond the time frames identified above shall not be reimbursed by DFATD under its Contribution to the Project but shall be considered as part of the Recipient's contribution to the Project.

2.2.2. The Recipient must inform DFATD of any proposed change to its established pay scales of its Project personnel at least one month prior to their effective date. DFATD's prior written approval is required for any such proposed increase to salaries paid by the Contribution under the Project.

2.2.3. Project work hours are to be recorded via a time reporting system. If a time reporting system is not available project work hours shall be justified by time sheets and payroll register. Timesheets shall be signed by the Employee and the Employee's supervisor. Timesheets shall also indicate the Project, the name of the Employee, the date, location, nature of the work, number of hours worked per day specifically on the Project as well as the total number of hours worked per week on all projects.

2.3. Fees - Non-Recipient personnel/Outside Consultants

2.3.1. Unless otherwise previously authorized in writing by DFATD, the fees charged for non-Recipient personnel, and for outside consultants engaged solely for the purposes of the Project (working in or outside Canada), will be the lesser of the lowest *per diem* fee charged to other government departments, or the Recipient's established current market rate for the type of work to be performed. This fee is to be substantiated by the Recipient

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and approved by DFATD for each day spent in the performance of activities under this Agreement. For the purpose of this Agreement one day of work shall consist of at least eight (8) hours of work and for periods of less than 8 hours, the rate shall be pro-rated accordingly.

2.3.2. Project work hours are to be recorded via a time reporting system. If a time reporting system is not available project work hours shall be justified by time sheets and payroll register. Timesheets shall be signed by the Employee and the Employee's supervisor. Timesheets shall also indicate the Project, the name of the Employee, the date, location, nature of the work, number of hours worked per day specifically on the Project as well as the total number of hours worked per week on all projects.

2.4. Local Costs

2.4.1. The actual cost of locally engaged consultants and other local support activities required for the Project but not to exceed local market rates for similar activities.

2.4.2. Project work hours shall be recorded using a time reporting system. If a time reporting system is not available project work hours shall be justified by time sheets and payroll register. Timesheets shall be signed by the supervisor. Timesheets shall also indicate the Project, the name of the subcontractor, the date, location, nature of the work, number of hours worked per day specifically on the Project as well as the total number of hours worked per week on all projects.

2.5. Travel Expenses

2.5.1. The cost of actual and reasonable airfare not to exceed the lowest economy-class airline tickets when available, and using the most direct routing.

2.5.2. The cost of reasonable meals, accommodations and incidentals in the locality for the Recipient's Project personnel while on travel status related to Project activities in accordance with the provisions with the federal government's Travel Directive (Reference:https://www.canada.ca/en/treasury-board-secretariat/services/travel-relocation/travel-government-business.html).

2.5.3. All other actual necessary, reasonable and justifiable out-of-pocket travel related expenses arising from the implementation of the Project, such as visas, insurances (where applicable) and local non-air travel in Canada and overseas.

2.6. Project-related Expenditures

2.6.1. The actual cost of reasonable and justifiable Project-related expenditures shall be reimbursed subject to approval by DFATD. These costs may include but are not limited to such things as: equipment, goods, vehicles, tools, construction, media and communication products.

2.7. Ineligible Expenditures

2.7.1. Ineligible Expenditures may include the following but are not limited to such things as:

a) entertainment expenses, including alcohol;
b) gifts and luxury goods;
c) financial carrying charges;
d) membership fees;

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e) patents;
f) non-essential and/or basic day-to-day immunizations and medications not essential or required for the purposes of the implementation of the Project, subject to prior written approval of DFATD;
g) interest expenses;
h) costs related to non-authorized accompanying family members or other non-project related personnel.

2.8. Overhead

2.8.1. The allowance for indirect/overhead costs shall be calculated as follows:

As a calculation of the total amount approved for Eligible Expenditures and a fixed overhead rate of eleven percent (11%) applicable only on DFATD's Contribution toward Eligible Expenditures (direct costs) described Appendix C.

3. TERMS OF PAYMENT

3.1. For undertaking and implementing the Project to the satisfaction of the DFATD, and for the budgetary purposes referred to in Annex C, the DFATD shall provide advance payment to the Recipient in accordance with the following:

3.2. Advance Payments

3.2.1. Subject to the Recipient's financial requirement for advances, DFATD shall provide the Recipient with advances. Each advance shall be made through a written Request for Payment by the Recipient to DFATD.

3.2.2. An initial advance payment of three hundred and eleven thousand and sixty five Canadian dollars, and fifty cents (CAD 311,065.50), based on the Recipient's Cash Flow Statement, shall be provided after the Effective Date of this Contribution Agreement upon receipt of a written Request for Payment.

3.2.3. Subsequent Requests for Payments (advance) shall include a revised Cash Flow Statement as per the format in Appendix C and may be submitted no earlier than thirty (30) days after the Effective Date of this Contribution Agreement. Upon approval of the second Request for Payment DFATD shall make an advance payment to carry out the activities deemed necessary for the second period, not exceeding six (6) months.

3.2.4. Thereafter, DFATD shall make advance payments for each succeeding period not exceeding six (6) months, on period at a time, upon approval of the Recipient's Request for Payment. An accounting, in the form of a Financial Report, of the first advance shall be required before the third advance is issued. The accounting shall provide a complete list of funds spent on the basis of budgeted line items as compared to the original Project budget line items, pursuant to Appendix C of this Contribution Agreement. An accounting of each advance received following the first advance is required before the fourth and subsequent advances are issued. No more than two (2) consecutive accounting of advances shall remain outstanding at any given time. All financial reports are to be signed by the Chief Executive Officer of the Recipient or his or her representative.

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3.3. A Final Payment of up to thirty one thousand three hundred and forty five Canadian dollars (CAD $31,345) shall be issued by the DFATD upon receipt, review and acceptance by the DFATD of the Final Narrative Report and Final Financial Report and a written Request for Payment.

3.4. Documentation and records, including time spent by personnel on the Project, in support of the above statements shall be retained by the Recipient and made available to the DFATD or a representative of the DFATD on request.

3.5. Within fifteen (15) working days of receipt of the statements required above, the DFATD shall notify the Recipient in writing when:

(i) there are errors or omissions in the documentation;

(ii) the activities of the Recipient are not satisfactory or not conformity with this Contribution Agreement; or

(iii) the amount requested by the Recipient appears to exceed the actual value of the activities performed.

3.6. Any fees or expenses incurred by the Recipient which are the subject of notification, pursuant to Sub-Article 3.5 above, shall be excluded for the purposes of payment until the said fees or expenses have been accepted by the DFATD.

3.7. Payment in Canadian dollars shall be issued by the DFATD to the Recipient to the address shown in Sub-Article 4.4 of this Contribution Agreement, or if applicable, funds shall be transferred as per completed Wire Transfer Form.

3.8. Where the DFATD has issued a payment in Canadian dollars but the Recipient has received that payment in any currency other than Canadian dollars, the value of that payment shall be determined by the exchange rate of the actual payment received. This same rate of exchange regarding that payment shall be used in all reports to the DFATD including financial expenditure reports.

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APPENDIX C. BUDGETARY ESTIMATES & CASH FLOW STATEMENT

1. BUDGET INFORMATION

1.1. Project activities must occur between the Effective Date and the Activity End Date of this Agreement. After that date, only costs related to Project closure activities, including the demobilization of personnel, the disposal of assets and the preparation of final reports and/or evaluations will constitute eligible costs under the Agreement.

1.2. A variance in any budgetary activity (or category) in excess of 10% (over and under) must be justified in financial reports and approved by DFATD as part of its review of those reports. Cash Flow Statements must be updated to reflect changes.

1.3. Notwithstanding the generality of Sub-Article 28.2, a formal amendment, pursuant to Sub-Article 28.1 is required for, inter alia, any increase to the Contribution set out in Sub-Article 2.1 of this Agreement.

1.4. As per Sub-Article 28.2, the Recipient may propose changes to the activities and reporting schedules. Such changes must be approved by DFATD and shall be evidenced in an informal written exchange between the Parties.

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Project Name:	Strengthening the Capacities of Women Political Leaders from the Venezuelan Interim Government	Total Contribution (in Canadian)	$626,895.09
Project Number:	PSOPS 21-004	Conversions to CAD based on March 10th rate of 1 USD = 1.26 CAD	
Implementing Agency:	Independent Diplomat		
	BUDGETED EXPENSES	1 USD CAD	1.26

Activities	Item details (as applicable)	Calculation Breakdown				Sub-Total per Activity	PSOPs	Other Sources	Total Amount
		Unit	No.	Rate	Total				
ACTIVITY 1: Women of the Venezuelan Interim Government have increased capacity to negotiate and lead	Virtual Meeting Costs (4 trainings planned - costs are annual license fee for teleconference software)	Zoom License	2	$176	$352.62	$88,986.19	$88,986.19	$0.00	$88,986.19
	Subcontractors and Professional Services: experts who will offer subject-specific expertise and facilitation for 4 1-day trainings (virtual).	Days	4	$630	$2,520.00				
	Subcontractors and Professional Services: Translation of advice and other documents.	Hours	60	$63	$3,780.00				
	Subcontractors and Professional Services: Translation & Interpretation for 4 virtual trainings & 1 in-person meeting	Days	5	$1,008	$5,040.00				
	Round trip flights/train for 1 in-person meeting for 27 women and 2 ID staff / consultants. Meeting is planned to be held in Europe. 18 women are based inside Venezuela, 5 in Europe, 2 in USA, and 2 in Latin America. 1 ID staff will come from Europe and 1 from United States. Flights are based on anticipated average costs using lowest available fare.	Flights (inter-Europe)	6	$378	$2,268.00				
		Flights (Ven - EU)	18	$1,638	$29,484.00				
		Flights (US - EU)	3	$1,638	$4,914.00				
		Flights (Latin America - EU)	2	$1,512	$3,024.00				
	Ground transportation (to and from airport) during training sessions	Train / Taxi	58	$38	$2,192.40				
	Hotel accommodation in-person meeting in Europe. This will cover 3 nights for 27 women and 2 ID staff.	Hotel Nights	87	$239	$20,827.80				
	Training Participant PPE (masks & hand sanitizer)	Per Participant Per Training Session	27	$6	$170.10				
	Training Participant COVID-19 PCR tests to cover arrival and departure tests for 27 participants to take part in in-person meeting	PCR Test (Ven - EU)	18	$176	$3,175.20				
		PCR Test (Latin America - EU)	2	$176	$352.80				
		PCR Test (US - EU)	3	$265	$793.80				
	Other training costs (participant per diem excluding catered lunches):	Days	135	$59	$7,936.87				
	Goods, assets and supplies (lunch/coffee/water)	Each person per day	87	$19	$1,644.30				
	Other direct costs: meeting supplies including stationary, etc.	Meeting supplies	81	$6	$510.30				

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Activities	Item details (as applicable)	Unit	No.	Rate	Total	Sub-Total per Activity	PSOPs	Other Sources	Total Amount
ACTIVITY 2: Greater public profile of the female members of the Venezuelan Interim Government	Subcontractors and Professional Services: translation/interpretation for 6 planned virtual meetings.	Days	6	$1,008	$6,048.00	$66,822.36	$66,822.36	$0.00	$66,822.36
	Subcontractors and Professional Services: Media consultant(s) who can arrange high-level media interviews, secure op-ed placement, arrange press conferences, etc. Consultants will be paid on a daily rate basis and will be an integrated member of the team, working approximately one day a week in order to provide coordinated media advice and support.	Daily Rate	45	$567	$25,515.00				
	Travel (2 in-person diplomatic visits planned for four women (including 2 from inside Venezuela) to Europe and North America. European capitals visited include Brussels, Geneva, The Hague, and Paris. North America visit to include New York and Washington, DC. Includes round trip flights as well as connecting travel during visits.	Flights	8	$2,016	$16,128.00				
	Accomodation (2 in-person diplomatic visits planned for four women (including 2 from inside Venezuela) to Europe and North America). Covers total of 10 nights in hotels. This include 6 nights in European capitals (Brussels, Geneva, The Hague, Paris) and four nights in New York and Washington, DC.	Hotel Nights	40	$290	$11,592.00				
	Per Diem (European and US visits)	Days	48	$59	$2,832.00				
	Participant PPE (masks & hand sanitizer)	Per Participant	8	$6	$50.40				
	Training Participant COVID-19 PCR tests to cover arrival and departure tests for 4 participants to take 2 trips	PCR (US - EU)	2	$265	$529.20				
		PCR (EU - US)	2	$265	$529.20				
		PCR (Ven - EU)	2	$176	$352.80				
		PCR (Ven - US)	2	$290	$579.60				
	Email campaign and digital content creation tool subscription fees (e.g. Adobe InDesign, Constant Contact)	Monthly Subscription Fees	12	$117	$1,406.16				
	Social media paid promotion to amplify communications product visibility (rate is a maximum planned expenditure)	Advertising fee	1	$1,260	$1,260.00				

Activities	Item details (as applicable)	Unit	No.	Rate	Total	Sub-Total per Activity	PSOPs	Other Sources	Total Amount
ACTIVITY 3: Venezuelan Interim Government puts forward strong, constructive policy positions based on proposals generated by the women of the Interim	Subcontractors and Professional Services: translation/interpretation for 5 planned virtual workshops.	Workshop	5	$1,008	$5,040.00	$153,005.40	$153,005.40	$0.00	$153,005.40
	Subcontractors and Professional Services: translation/interpretation for 5 events on policy-specific issues	Event	5	$1,008	$5,040.00				
	Sub-contractor fee to support an executive assistant for each of 5 female Venezuela Interim Government policy leads who will lead delivery on policy tracks including (i) transition and negotiations; (ii) justice and accountability; (iii) sanctions and blood gold; (iv) the environment; and (v) civilian protection and humanitarian assistance). Approximately 133 days per assistant.	Daily Rate	665	$189	$125,685.00				
	Policy Reports (to cover costs of graphic design and promotional materials for the production of five policy reports on: (i) transition and negotiations; (ii) justice and accountability; (iii) sanctions and blood gold; (iv) the environment; and (v) civilian protection and humanitarian assistance).	Report	5	$945	$4,725.00				
	Subcontractors and Professional Services: Translation of each report from English to Spanish	Hours	15	$63	$945.00				
	Events on policy-specific issues (to cover venue rental)	Event	5	$756	$3,780.00				
	Hotel accommodation for VIG policy leads to conduct diplomatic outreach (e.g. attend events on thematic issues in Europe or North America). Each of 6 total trips will include 1 VIG lead.	Hotel Nights	18	$290	$5,216.40				
	Round trip train or flights within Europe or within North America for diplomatic outreach trips	Flights/Train	6	$252	$1,512.00				
	Per Diem for diplomatic visits (Europe and North America)	Days	18	$59	$1,062.00				

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Salaries	Item details (as applicable)	Percentage Allocation	Salary & Fringe	Rate	Total	Sub-Total Salary	PSOPs	Other Sources	Total Amount
Direct Project Costs Common to more than one Activity (e.g.Overall Project Manager salary) Any project staff or line items that will appear on more than one activity should rather be included in this section).	Venezuela Project Officer	80%	138,600		$110,880.00	$255,956.40	$255,956.40	$0.00	$255,956.40
	Inclusive Diplomacy and System Change Directo	25%	189,000		$47,250.00				
	Policy Director	10%	220,500		$22,050.00				
	DC Representative	5%	157,500		$7,875.00				
	Executive Director	2%	315,000		$6,300.00				
	Financial Consultant	4%	120,960		$4,838.40				
	Managing Director	3%	189,000		$5,670.00				
	Cybersecurity & Technology Lead	3%	107,100		$3,213.00				
	Project Officer (Brussels)	5%	100,800		$5,040.00				
	Project Officer	5%	100,800		$5,040.00				
	Intern (*this position planned as an intern but could be folded into line B62 - project officer - depending on evolving project needs)	100%	37,800		$37,800.00				
					Sub-Total	$564,770.35	$564,770.35	$0.00	$564,770.35
Overhead (%) (as applicable)		11%			Overhead	$62,124.74	$62,124.74	$0.00	$62,124.74
					GRAND TOTAL	$626,895.09	$626,895.09	$0.00	$626,895.09

Notes: 1. Activities in the budget are to be identical with the activities outlined in the Logic Model, at the immediate or intermediate outcome level.

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CASHFLOW

Project Name:	Strengthening the Capacities of Women Political Leaders from the Venezuelan Interim Government						Total Contribution:	$626,895.09
Project Number:	PSOPs 21-004							
Implementing Agency:	Independent Diplomat							
	CASH FLOW							
		2021/2022				2022/2023		
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
	Totals	1Apr to 30 Jun	1Jul to 30 Sept	1Oct to 31Dec	1Jan to 31Mar	1Apr to 30 Jun	1Jul to 30 Sept	1Oct to 31Dec	1Jan to 31Mar
Activities	Currency	Projected Amount	Projected Amount	Projected Amount	Projected Amount	Projected Amount	Projected Amount	Projected Amount	Projected Amount
Activity 1			$34,225.46	$13,690.18	$20,535.27	$20,535.27			
Activity 2			$11,137.06	$16,705.59	$22,274.12	$16,705.59			
Activity 3			$38,251.35	$38,251.35	$38,251.35	$38,251.35			
Direct Project Costs Common to more than one Activity			$63,989.10	$63,989.10	$63,989.10	$63,989.10			
Sub-Total:	$0	$0.00	$147,602.97	$132,636.22	$145,049.84	$139,481.31			
Overhead (%)	$0	$0.00	$16,236.33	$14,589.98	$15,955.48	$15,342.94			
Grand Total	$0	$0.00	$163,839.29	$147,226.21	$161,005.33	$154,824.26			
		Total Projected Amount			$472,070.83	Total Projected Amount			$154,824.26

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APPENDIX D – REPORTING REQUIREMENTS

1. INTERIM AND FINAL NARRATIVE REPORTS

1.1. Interim Narrative Reports

The Recipient shall provide to DFATD (an) Interim Narrative Report(s), which shall include, but not be limited to, the following:

- progress towards the achievement of the objectives set for the period;
- progress toward the overall Project objectives;
- explanation as to significant variances from timelines, implementation plans and budgets;
- Project modifications or impending problems.

The Recipient is to ensure that an updated Performance Measurement Framework (PMF), the form of which will be provided by DFATD to the Recipient, is included with this Interim Narrative Report.

1.2. Final Narrative Report

At the end of the Project activities or the earlier termination of this Agreement, the Recipient shall provide to DFATD a Final Narrative Report, which shall include, but not be limited to, a description and analysis of:

a) Project activities and achievements and, in particular how they contributed to the advancement of the expected results of Appendix A, Sub-Article 1.3;
b) A comparison of planned versus actual activities, including an explanation of variances;
c) Successes and failures of the Project in terms of meeting its objectives;
d) Problems encountered, actions taken, results and lessons learned;
e) Gender considerations;
f) Conclusions and recommendations; and
g) Disposal of Asset Plan.

1.3. The Recipient is to ensure that a final updated Performance Measurement Framework ("PMF"), the form of which will be provided by DFATD to the Recipient, is included with this Final Narrative Report

2. FINANCIAL REPORTS

2.1. Financial Reports shall provide a complete list of funds spent on the basis of budgeted line item as compared to the original Project budget line item, pursuant to Appendix C of this Agreement, with justification of any variances between estimated and actual expenditures by activity (or budget category) that are in excess of 10%. Financial reports are to be signed by the chief executive officer or equivalent of the Recipient or his or her representative.

2.2. The Final Financial Report shall cover the full period of activities; all other financial reports shall cover the reporting period.

3. REPORTING SCHEDULE

3.1. The Recipient shall provide the DFATD with performance and financial reports according to the following schedule:

a) Interim Narrative, Performance and Financial Reports, to be known as the first reports (effective date through December 31, 2021): due February 15, 2022; and,
b) Final Narrative, Performance and Financial Reports: due August 31, 2022.

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PEACE AND STABILIZATION OPERATIONS PROGRAM (PSOPS) INTERIM PROJECT REPORT

TO BE SUBMITTED ALONG WITH THE UPDATED PERFORMANCE MEASUREMENT FRAMEWORK (PMF)

Interim Report			
Project Name:		***PSOPs Number:***	
Organisation:		***Report Date:***	
Project Update			
Provide details of completed or ongoing project activities as described in the accompanying Performance Measurement Framework (PMF) update. Have they been conducted as outlined in the proposal work plan? If not, please explain why not and what impact this will have on the remainder of the project.			
Provide details of project outputs achieved to date as described in the accompanying Performance Measurement Framework (PMF) update. Have they been delivered as outlined in the proposal work plan? If not, please explain why not and what impact this will have on the remainder of the project.			
Provide details of how the project is addressing the different needs of women, men, boys and girls? If the project is specifically aimed at supporting resolutions on Women, Peace, and Security explain how is it addressing and incorporating the specific needs of women and girls as described in the accompanying Logic Model update. Have they been delivered as outlined in the proposal work plan? If so, then how? If not, please explain why not and what impact this will have on the remainder of the project.			
Financial Management: Is the project being implemented as per the original budget and financial management expectations? If not, please identify and explain, especially where variances in excess of 10%.			
Risks and Challenges: What challenges or constraints have affected project implementation to date? How are you addressing these challenges?			
Other issues: Please bring to DFATD's attention any other issues that may affect the project.			

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PEACE AND STABILIZATION OPERATIONS PROGRAM (PSOPS) FINAL NARRATIVE REPORT

TO BE SUBMITTED ALONG WITH THE FINALISED PERFORMANCE MEASUREMENT FRAMEWORK

Final Report			
Project Name:		***PSOPs Number:***	
Recipient Organisation:		***Report Date:***	
Project Reflection			
Provide details of project activities as described in the accompanying finalised Performance Measurement Framework (PMF). Were they conducted as outlined in the proposal work plan and have they met the expected level of performance? If not, why not?			
Provide details of project outputs as described in the accompanying finalised Performance Measurement Framework (PMF). Were they delivered as outlined in the proposal work plan and have they met the expected level of performance? If not, why not?			
Did you reach the target beneficiaries as planned? (Type(s) of beneficiaries (women, men, boys, girls, other) target organisations and numbers, etc.) Did other stakeholders contribute to the project and if so, how?			
Briefly describe whether the project met the expected level of performance for outcomes as they were originally planned.			
Lessons Learned: In hindsight, what, if anything, could have been done differently?			
Financial Management: Was the project implemented as per the original budget and financial management expectations? If not, please identify and explain, especially where variances are in excess of 10% (over and under.) Special attention should be given to the overall total costs especially if there were savings per Sub-Article 23.2 and Sub-Article 26.1 (requiring return of funds) or over expenditures.			

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Risks and Challenges: What challenges or constraints did you face in implementing this project? (Consider legal, partnership, contracting, logistical, operational, etc.). Were these challenges anticipated prior to project implementation? How were these challenges addressed? Based on experience with this project, what measures would you take to address risks in the future for similar initiatives?
Success: Describe the major successes of the project. Were there any unanticipated benefits/outcomes? For projects that tested innovative approaches, were these successful? Could they be replicated in other projects? Would you do anything differently? Describe the impact that the project made, in terms of the problem(s) you were addressing (as per the problem statement in original project proposal.)
Gender Considerations: How has the project acknowledged and addressed the different needs of women, men, boys and girls? If the project was specifically aimed at supporting resolutions on Women, Peace and Security, please explain how it will address and incorporate the specific needs of women and girls? Were they delivered as outlined in the proposal plan? If not, please explain why not and what impact this had on the project. Describe the measures taken to ensure that the interests/needs of women, men, girls and boys were addressed. Please consider the following: **a) Planning:** What gender inequalities were recognized within the context of the project and how were they addressed within the project? **b) Implementing:** How were the needs/interests of women, men, girls and boys addressed by project activities? **c) Evaluating**: How did women, men, girls and boys benefit from the advantages/gains of project activities? Provide concrete examples/indicators.
Communications: How were the activities, outputs or achievements of the project communicated? Where there was a communication strategy, was it implemented as planned? What was the strategy's impact? Please provide copies of any media coverage, press releases, etc. Please highlight any instances where **DFATD**'s contribution was acknowledged.
Evaluation/ Measuring Impact: If the project was formally evaluated, what were the results? Please provide copies of evaluations or indicate when they will be available. If no formal evaluation was conducted, summarize the results of informal evaluation methods (e.g. activity evaluation forms, surveys, case studies, feedback, etc.)

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