

Periodic Project Agreement Between BNMT and OPNGO

This agreement made and entered into on the (**Health Improvement Programme**), between ‘OP NGO (please write the name of OP NGO)’ of **district** (hereinafter called the 'NGO', and assignees) of the one part and '**The Britain Nepal Medical Trust**' District Office,.....(hereinafter called 'BNMT' which expression shall, where the context so admits, include its successor and assignees) of the other part, for the duration from (..... to **200...**).

1. Partner's Background

a. BNMT

The Britain-Nepal Medical Trust (BNMT) a British INGO, established in 1968, is also working in Nepal with programmes in 16 districts of eastern Nepal. BNMT's main Goal is 'Improved ability of communities of Nepal to manage and address their basic rights to health, with the aim of improving their health'.

The following are the BNMT's Strategic Purposes

1. Strengthening the capacity of local institutions in responding to community and globally identified health needs of disadvantaged communities to effectively work in preventative and curative health care, and to meet the needs of the poor, women and children.
2. Empowering communities, especially disadvantaged groups, in accessing and advocating for increased, improved, and equitable access to essential health services and resources.
3. Developing innovative models and approaches that provide affordable and accessible quality health care services for poor women, men and children that can be advocated, replicated and adapted by others.
4. Developing mechanisms that will ensure the sustainability of outcomes in completing hand-over of successful programmes to local institutions and organizations as planned.

b. OP NGO

Goal and Objectives of the OP NGO (Ps write the name of NGO)

Goal:

Overall objectives:

Implementation approach:

2. Terms of Understanding

a. Significance of Partnership:

The concept of "Health for all" was declared by WHO Alma-Ata conference in 1978. It has been adopted by the government to provide the basic health services to the community members. The government has established a net work of health institutions to provide services up to the village level. BNMT assessment of 2003 showed that the health system needs to focus on disadvantaged groups (women, children, dalits and rural poor, disadvantaged and socially marginalized group). The local level activities should support to increase the participation of community members including DAGs in management and utilization of health care.

Partnerships and Participation (P & P) approach has come to be seen as a way of rapidly improving the health services available for community people by mobilizing all the stakeholders including government, local community, NGO/ CBO, private sectors organizations to work both on creating the demand for and the supply of innovative health related activities. This process is a common ground for the transition from need based approach to right based approach in health services.

b. Basis for Partnership:

- DAG centred development in health.
- Participatory approach in health development.
- Co-operation with partners.
- Self-help approach to community health development.
- Experience sharing and feedback.
- Holistic approach to health and development.
- Sustainability of the programme.

1. Goal / Objectives:

Goal:

The overall goal of the partnership is to strengthen the capacity of NGO for sustaining the activities in the DAG community.

Objectives:

- Support to develop the necessary policy/procedure of the OP NGO.(Ps write the name of NGO)
- Implement the Right Based Activities in the DAG clusters through the OP NGO.
- Develop health related human resources in OP NGO.
- Measure the change of DAG through OP NGO.

2. Roles and responsibilities

a. BNMT will

1. coordinate and facilitate to implement the programme in the districts from OPNGO. (Ps write the name of NGO)
2. monitor OP NGO's activities in regular basis.
3. provide the technical support to OP NGO.
4. provide the some essential furniture and equipments to OP NGO.
5. provide the agreed budget as per written in the budget details.
6. Coordinate with the DHO/DPHO, NGO/CBOs, Hospitals/PHCCs/HPs/SHPs, DDC/VDCs /Municipalities and Private sectors.

b. OP NGO will

1. take all the responsibilities to implement the community level activities at the selected clusters.
2. manage all legal aspects of NGO.
3. select and mobilize the volunteers in the each selected clusters.
4. follow the policy and procedure of Government of Nepal and the Britain Nepal Medical Trust (BNMT).
5. be responsible to clear the tax of each activity and submit the tax clearance certificate to the BNMT district office.
6. use the standard forms and format prescribed by BNMT for financial transactions.
7. submit a financial report (including original bills and vouchers) and the programme report (including data sheet) to the BNMT district office by the end of 25th of each month (English calendar).
8. manage register auditors for auditing the financial transactions of OP NGO and will submit the auditing report to the BNMT district office.
9. responsible to submit the quarterly, bi-annual and annual report to the BNMT district office.

3. Bank Account of OP NGO

- OP NGO will have to operate separate bank account of Health Improvement Programme.
- At least two persons will be designated to operate the bank account.

Name of Bank:	Account No:	Address of the Bank	Bank Signatory
			1. 2.

- BNMT will issue account payee cheque to the name of the NGO, not in the name of individuals.

4. Geographical coverage of the program:

The coverage area of the program will be for at least clusters of the district. Depending upon the requirements of the districts and the capacity of the Trust, the programme may gradually expand in the other clusters of the district.

5. Plan of action for the program:

a. GANTT Chart

SN	Activities	month				month				month			
		1	2	3	4	1	2	3	4	1	2	3	4
1.													
2.													
3.													
4.													
5.													
6.													
7.													
8.													
9.													
10.													

b. Budget Detail

	Particulars	Monthly rate	Month	Month	Month	Sub Total	Total
Staff Salary							
1							
2							
3							
House Rent (not encourage)							
1			-	-	-	-	
Program monitoring expenses							
			-	-	-	-	

	Particulars	Monthly rate	Month	Month	Month	Sub Total	Total
	Stationery		-	-	-	-	
	Program implementation						
	Telephone			-	-	-	-
	Total						

- c. BNMT will release the fund in each month based on monthly projection plan and fund request. Based on the performance of the previous month, BNMT reserve rights to decide on the release of the requested fund.

6. Overall condition of the Agreement

- BNMT will have to evaluate the performance of the OP NGO in quarterly basis.
- In case, change the planned activities of the OP NGO, prior approval should be taken from the BNMT offices.
- Any misuse/misguide/ disregard the above mentioned cause by the OP NGO, the agreement can be terminated at any time.

We, OP NGO and BNMT agree to execute the above "Project Agreement ". Performance of the OP NGO an implementation of programme in the community will be reviewed at the end of every three months. Based on the performance, this agreement may be revised and extended. If this agreement is discontinued, OP NGO agrees to return all the equipments that are in using.

Name:

Name:

Designation:

Designation:

Britain Nepal Medical Trust

Mailing Address:

Mailing Address:

Phone :

Phone:

E-mail:

Fax:

Fax:

Date:

Date:

Witnesses

Name:

Name:

Designation:

Designation:

Britain Nepal Medical Trust

Mailing Address:

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Phone :

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E-mail:

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Date:

Date:

