



Registry: EAAFP/2021/037

**THE EAST ASIAN – AUSTRALASIAN FLYWAY PARTNERSHIP SECRETARIAT
2021 WORLD MIGRATORY BIRD DAY SMALL GRANT
FUNDING AGREEMENT**

THIS AGREEMENT is made on **29th March 2021** among, **The East Asian-Australasian Flyway Partnership Secretariat**, (hereinafter referred to as '**EAAFP Secretariat**') and **Bangladesh Spoon-billed Sandpiper Conservation Project**.

WHEREAS:

The **EAAFP Secretariat** and The **Bangladesh Spoon-billed Sandpiper Conservation Project** intend to cooperate together for the benefit of the conservation of migratory waterbirds and their habitats, and in furtherance of such co-operation the **EAAFP Secretariat** wishes to contribute towards the cost of a project to promote the World Migratory Bird Day (hereinafter referred to as 'the Project') to be undertaken by The **Bangladesh Spoon-billed Sandpiper Conservation Project**.

IT IS AGREED as follows:

1. THE PROJECT

- 1.1 The **EAAFP Secretariat** and The **Bangladesh Spoon-billed Sandpiper Conservation Project** agree to co-operate together for the benefit of the conservation of migratory waterbirds and their habitats, it being mutually agreed that the execution of the Project by The **Bangladesh Spoon-billed Sandpiper Conservation Project** will make an important contribution to this end.
- 1.2 The parties agree that to the best of their knowledge and belief the Project to be funded under this agreement is for the achievement of outputs that fall within EAAFP's Objectives.
- 1.3 Attached to and forming an integral part of this agreement are:
 - Annex A containing the agreed *Project Description*,
 - Annex B containing the agreed *Project Budget*, and
 - Annex C containing the agreed *Project Payment and Reporting Schedule*,
 - which The **Bangladesh Spoon-billed Sandpiper Conservation Project** hereby declares it has noted and accepted.
 - The **Bangladesh Spoon-billed Sandpiper Conservation Project** undertake to adhere to Annexes A, B and C in the execution of the Project and to use the **EAAFP Secretariat**'s financial contribution solely for the purposes of the Project. Any amount not specifically used for the purpose stipulated may be recovered by the **EAAFP Secretariat**.
- 1.4 The parties agree that Annexes A, B and C to this agreement can be modified when necessary through the exchange of Contract amendment letters signed on behalf of the parties.



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- 1.5 By accepting this finance from the **EAAFP Secretariat**, The **Bangladesh Spoon-billed Sandpiper Conservation Project** agrees to complete all the work described in Annex A that is scheduled for the duration of this agreement.
- 1.6 The **Bangladesh Spoon-billed Sandpiper Conservation Project** agree to translate the necessary materials for World Migratory Bird Day in their language and feedback to **EAAFP Secretariat**, and agree that logoes of WMBD and EAAFP have to be included in all printed materials under the Project. And the event has to be registered on the WMBD website: <https://www.worldmigratorybirdday.org/register-your-event>.

2. FUNDING

- 2.1 The **EAAFP Secretariat** agrees to provide funding to The **Bangladesh Spoon-billed Sandpiper Conservation Project** for the Project on the terms and conditions contained in this agreement.
- 2.2 Where the work detailed in Annex A is sub-contracted to or done concurrently with additional work supported by additional organisations, The **Bangladesh Spoon-billed Sandpiper Conservation Project** holds the responsibility of notifying all parties and ensuring that no conflicts are arising between agreed activities. The **Bangladesh Spoon-billed Sandpiper Conservation Project** is also responsible for ensuring that those sub-contracted to carry out any part of this work agree to and observe in full the various conditions detailed in this document and Annexes.

3. PAYMENTS

- 3.1 The **EAAFP Secretariat** will pay The **Bangladesh Spoon-billed Sandpiper Conservation Project** a lump sum for the production of the contract services and deliverables, in accordance with the Budget and Payment Schedule set out in Annex B and C. The **Bangladesh Spoon-billed Sandpiper Conservation Project** will invoice the **EAAFP Secretariat** as set out in Annex C and the **EAAFP Secretariat** agrees to pay such invoices within 30 days, subject to approval of invoices.
- 3.2 If there are any Project funds provided by the **EAAFP Secretariat** which have not been spent on or committed to The **Bangladesh Spoon-billed Sandpiper Conservation Project**, the subsequent payment will be adjusted accordingly.
- 3.3 On expiry or prior termination of this agreement, any Project funds provided by the **EAAFP Secretariat** which have not been spent on or committed to the Project by The **Bangladesh Spoon-billed Sandpiper Conservation Project** and will be repaid to the **EAAFP Secretariat** by The **Bangladesh Spoon-billed Sandpiper Conservation Project**.
- 3.4 Payments to be made by the **EAAFP Secretariat** may be withheld if in the **EAAFP Secretariat's** view satisfactory progress has not been made or technical or financial reports (or Partner Indicators, if applicable) of either the present or any previous funding agreement between the parties has not been received by the due date.
- 3.5 All sums payable under this Agreement by the **EAAFP Secretariat**, unless otherwise stated, are deemed to be inclusive of any duties or taxes payable.



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4. REPORTING

- 4.1 The **Bangladesh Spoon-billed Sandpiper Conservation Project** will provide Reports to the **EAAFP Secretariat** according to the specifications and schedule as shown in Annex C.

5. FINANCIAL RECORDS AND CONTROL

- 5.1 The **Bangladesh Spoon-billed Sandpiper Conservation Project** will use all reasonable endeavours to carry out the Project in the most economical manner and in particular will source goods and services required for the Project in the most cost-effective manner.

6. DISSEMINATION OF PROJECT RESULTS

- 6.1 The parties agree that as the Project is to be undertaken for the benefit of bird conservation, the results of the Project, including the materials generated from the Project shall be made freely available to anyone with a legitimate interest in using the results for the furtherance of conservation on non-commercial purposes.

7. COMMENCEMENT, DURATION AND TERMINATION

- 7.1 This agreement will come into effect on the date written at the heading of this agreement and, unless terminated by one of the parties under the provisions of Clause 7.2 below, will expire 6 months after the final payment has been made by the **EAAFP Secretariat** to The **Bangladesh Spoon-billed Sandpiper Conservation Project**.
- 7.2 Either party may at any time and for any reason give not less than 3 months' written notice to the other that it wishes to terminate this agreement, at the end of which notice period this agreement will duly terminate.

8. INDEMNITIES

- 8.1 The **Bangladesh Spoon-billed Sandpiper Conservation Project** shall be responsible for dealing with any taxes due relating to their costs incurred whilst undertaking the project covered by this agreement.

SIGNED: (date) 12 April, 2021

SIGNED: (date) 5 April 2021

Mr. Doug Watkins

Name: Md. Foyzal

For and on behalf of:

For and on behalf of:

**East Asian-Australasian Flyway Partnership
Secretariat**

**The Bangladesh Spoon-billed
Sandpiper Conservation Project
Bangladesh**



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Annex A: Project Description

Project Title: Migratory bird day celebration in Bangladesh

Date: 23-24 May 2021

We will organise two events at local schools at Sonadia Island, Cox's Bazar, Bangladesh and at Gondamara, Bashkhali, Chittagong, Bangladesh.

Sonadia Island event: The island is a flyway network site and one of the main wintering grounds of the Spoon-billed Sandpiper.

Gondamara event: This is a newly discovered site supporting four Spoon-billed Sandpiper, 30 Nordman's Greenshank and 100 Great Knots.

Annex B: Budget

Total amount supported from EAAFP: 950 USD

Annex C: Payment and Reporting

Part 1 – Payment Schedule (Total 950 in USD)

Bank Name: JANATA BANK LITMITED

Bank Address: POSTOGOLA CORPORATE BRANCH, FARIDABAD, SHAMPUR, DHAKA, BANGLADESH

Account Name: MD. FOYSAL

Account Number: 002077645

Swift Code: JANBBDDH

If you used the wrong bank account information in the contract, the EAAFP assumes no responsibility for this type of error.



Part 2 – Reporting Schedule and template

and The **Bangladesh Spoon-billed Sandpiper Conservation Project** will provide Project report to EAAFP as follows:

- Final report by **24th May, 2021 or within 2 weeks of the last day** of the planned event according to the approved project proposal.

**EAAFP World Migratory Bird Day small grant
Report Template**

Section 1. EVENT INFORMATION (Compulsory)

1.1 Contact Information - Provide your contact information for this report

Full Name	
Name of the organisation	
Name(s) of the division and/or position	
Type of the organisation - Government/NGO/Private Sector/Other	
Email	
Postal address	
Office phone numbers	
(Your) Cell number (optional)	
Fax (optional)	
Website (optional)	
Additional contact person (optional)	
Date of submission	

1.2 Event Location - Where did your event take place?

Name of country	
Name of city	
Name of event place/venue	

1.3 Event Organiser - Who were organiser and/or sponsor for your event?

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1.4 Target Audience - Who were the participants for your event?

Target audience	No. of participants
School students, teachers or parents	
University students	
Researchers, scientist birdwatchers	
Site managers for flyway site and wetlands	
Decision or policy makers	
Media	
Others – specify	



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Section 2. EVENT PROGRAMME (Compulsory)

Provide your event agenda, programme or discussion paper here.

Section 3. BUDGET REPORT (Compulsory)

Report here how you spent the budget you planned in the application.

Section 4. SHORT SUMMARY REPORT (Compulsory) – This report will be shared on EAAFP website

Provide a short article about your WMBD event or activity you arranged to celebrate WMBD. The following information (venue, organiser, number and type of participants, outcome) should be included in your article. **(Minimum 400 words,** with photos or videos)



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Section 5. PHOTO, VIDEO & MATERIALS (Compulsory):

Name of Photo/Video	e.g. photo 1 or video 1
Photo/Video	Please insert a photo here
Credit info	Please provide credit information for this photo/video
Link	Please provide a link of this photo/video (e.g. FB posting or Flickr link)

5.1 Outcome - What is the outcome from your event?

5.2 Media list – Links of any media release and social media posts

Any additional comment? (Optional)

Important Note:

- Email us the electronic file (JPEG or PDF) of your language version of the WMBD poster published for EAAFP website;
- Post its printed poster to the **EAAFP Secretariat**, if you can and have one;
- Take enough photos from events or activities with this WMBD poster and send us lots of photos in jpg or png format; and videos as well if you have one.
- Logos of WMBD and EAAFP have to be shown on all your printed and digital promotional materials.