

May 20, 2008

**Grant Agreement  
Between  
The Partnership for Transparency Fund  
And  
Transparency International  
Albania/ Citizen's Advocacy Office**

1. Transparency International Albania/ The Citizen's Advocacy Office (hereafter called the "Advocacy Office") has requested financial support of the Partnership for Transparency Fund (PTF) for its proposal to promote transparency regarding property rights in Albania (attachment 1). The Advocacy Office will take full responsibility for the implementation and the accounting for PTF funds.
2. The Advocacy Office has submitted the attached (a) Project Proposal dated May 15, 2008 including a detailed budget) (b) responses to PTF queries dated March 27 and April 3, 2008 (attachments 2 and 3)
3. On the basis of this information, PTF has approved a grant of US\$25,630 to be disbursed in three tranches of \$10,000 and \$10,000 and \$5,630 for the purposes spelled out in the attached documents. The PTF funds will be used only for the budget items listed in the attached Project Proposal.
4. The PTF Grant will be made available to the Advocacy Office on the following conditions:
  - (a) The grant will be used only for the purposes described in the attached Project Proposal. Any material changes in the use of project funds or project design shall be made only with the agreement of the PTF.
  - (b) Any funds remaining at the end of the project shall be returned by the Advocacy Office to the PTF.
  - (c) The Advocacy Office shall keep a record of all expenditures incurred under the project and will provide PTF a full certified accounting of these expenditures, with relevant documentation, on completion of the project, or no later than March 1, 2009. These expenditures will also be subject to the regular auditing requirements of the Advocacy Office and the Advocacy Office will furnish the PTF with a copy of the relevant audit if so requested.
  - (d) The Advocacy Office will make brief quarterly reports on the implementation of the project accompanied by a statement of expenditure showing the use of PTF funds and, on project completion, a full detailed final Completion Report summarising the implementation of the project and its outcome and assessing its impact on increasing transparency regarding property rights in Albania, its likely sustainability and the lessons learned, together with a certified final itemised statement of expenditure. The latter report will be sent within two months of the completion of the Project, together with a copy of

any other reports prepared under the Project (in the original language of publication).

- (e) Following project completion, the PTF may make its own independent ex post evaluation of the implementation, outcome and impact of the project. The Advocacy Office will furnish the person appointed to undertake this task all possible assistance and access to all relevant documents.
- (f) The Advocacy Office will post this agreement, the Project Proposal, the final project report, and the statement of expenditures on the Advocacy Office Website.

5. The Advocacy Office will be responsible for securing all necessary government approvals of the grant, if any, and any necessary government filings. The Advocacy Office will be responsible for paying any tax liability arising from the grant.

6. The PTF will disburse the first tranche of US\$9,000 on the signature of this grant agreement; the second tranche of US\$9,000 will be disbursed once a certified statement of expenditure is received by PTF showing the itemised use made of the first tranche funds accompanied by a brief report on progress made in the implementation of the project. By the time of disbursing the second tranche it is expected the "Situation assessment" (activity 6.1 in the attached Project Proposal) will have been completed. The third tranche of US\$5,682 will be disbursed on receipt of a Completion Report showing all five activities listed in section 6 of the Project Proposal completed to the satisfaction of PTF. If the implementation of the Project deviates in any significant way from that set out in this Grant Agreement, PTF will not disburse the undisbursed portion of the grant and may require repayment of the amount already disbursed.

7. The signed copy of the Grant Agreement and the request for the subsequent tranche releases may be faxed to the Secretary of the PTF at 1-202-522-2632. The original copy of the Grant Agreement should be mailed to Daniel Ritchie, Secretary, PTF, at 4355 Klingle Street NW, Washington DC 20016, USA.

Dated: *June 13, 2008*

For

The Partnership for Transparency Fund

*Daniel Ritchie*  
Daniel Ritchie  
Secretary

Agreed:

*Marijona Papa*  
Executive Director  
Transparency International  
Albania / Citizen's Advocacy Office

*[Signature]*

Date: June 2, 2008