

**Addendum to Grant Agreement  
Between  
The Partnership for Transparency Fund  
And  
The Centre of Consumer Unity & Trust Society (CUTS)**

1. **The Centre of Consumer Unity & Trust Society (CUTS)** and the Partnership for Transparency Fund (PTF) signed a Grant Agreement dated 29 April 2009 (hereinafter called the Original Grant Agreement) to implement a program for fighting corruption. The program is called "Reforming the processes in the Rural Development Department through policy and civic engagement based on RTI Act 2005 in Rajasthan, India" hereafter called "the Project" and commenced on May 1, 2009.
2. CUTS has submitted the attached Proposal for an Extension Phase dated July 5, 2010 which includes information on proposed activities to be undertaken in the Extension Phase, proposed outputs, and a detailed budget. This Extension Proposal will be added to the original Project Proposal and forms an integral part of it. The expected completion date for the extended project is September 30, 2010.
3. On the basis of this information, PTF has approved a Supplemental Grant of US\$4,000.00 (United States dollars four thousand only). The Supplemental Grant will be disbursed in one tranche upon signature of this agreement.
4. This Addendum to the Original Grant Agreement dated 29 April 2009 will increase the original grant amount to \$36,000.00 (United States dollars thirty six thousand only) by adding the amount of the Supplemental Grant to the Original Grant. The Third tranche of US\$ 6,000.00 (US\$ six thousand) provided in the Original Grant Agreement will now be disbursed on receipt from Grant Applicant of a satisfactory Project completion final report that describes and assesses the Project achievements including preliminary assessment of impact, supported by a utilisation and audit report of the amounts spent under the project. PTF and PAC shall reserve the right to conduct its own evaluations of the project activity from time to time. If the utilisation of project funds falls below the budgeted amount, the difference shall be retained from the third tranche. All other terms and conditions of the Original Grant Agreement remain unchanged and apply fully to this supplemental grant.
5. PTF will have no responsibility for meeting any shortfall in local currency that may arise from variations in the exchange rate between the Indian rupee and the US dollar.
6. The signed copy of this Addendum to the Original Grant Agreement may be faxed to the Secretary of the PTF at 1-202-522-2632. The original copy of the

**'Reforming the processes in the Rural Development Department through policy and civic engagement,  
based on RTI Act 2005'**

**CUTS CART in partnership with Partnership for Transparency Fund (PTF)**

**Proposal for extension phase-II**

**I. Proposed Duration:** Five months from May 01 to September 30, 2010

**2. Purpose of the extension phase:** Assessing the outcomes and impacts created by project deliverables, especially RAIC calls, RTI Applications, feedback; collected from CGCCs and service providers in a better manner to showcase the results and best practices as a result of RePoRDD project and to develop a model framework for replication (tool kit).

**3. Proposed deliverables**

**3. A Under the grant agreement**

• **Publishing Quarterly newsletter-04**

The last issue of Quarterly newsletter will published after incorporating the last quarter activities and survey findings as soon as possible.

• **End of the Project Survey**

Post project RGR & CVA survey will be carried out with similar methodology of baseline survey with different set of respondents in all the 17 blocks of Jaipur and Tonk. With the help of survey findings it will be possible to assess the project impact in comparative manner.

• **Focus Group Discussions (FGDs)**

FGDs are part of the grant and would take place after the final survey to do in-depth discussions with beneficiaries to extract additional qualitative findings and to complete the analysis for dissemination. Total eight FGDs (05 in Jaipur and 03 in Tonk) will be conducted in two districts. Main purpose of these FGDs is to analyze the impact created at individual level by using RTI as a tool in terms of project objectives and goal and coming out with success stories and best practices.

• **Following up and Consolidating the MRGPs (Model RTI Gram Panchayats) Impact**

In the selected MRGPs intensive activities for mass mobilization for using RTI as tool were done and response capacity of service providers of GP was also enhanced so the impact of this will be asessed and documented during extension phase period with the available project funds.

• **Developing RTI Tool kit (model framework for replication)**

The RTI tool Kit (model framework for replication) will be developed to provide practical steps, tools and frameworks that contributed in reforming the service delivery and decision making processes of selected department, using RTI as an instrument to showcase the success/case stories. The toolkit will be having details about methodologies adopted tools, Analyzed Survey Findings, IEC material regarding RTI Act, Methodologies for strategies adopted, set of recommendations, Details of CGCCs and CSOs in network, etc.

• **Preparation of Final Report to PTF**

The final report will be initiated with immediate effect and will be completed with incorporating the findings of final impact assessment post-survey, focus groups and follow-up meetings with officials (both Department of Rural Development and also Information Commission as it is important to initiate strategic partnerships with both)

**3.B Better Analysis of Data**

The impact assessment of the project activities will be done on three dimensions:

- Impact on citizens and their livelihood

- Impact on the relationship with government officials at all levels, change of attitude of officials and change in policies
- Impact on CUTS as an organization and how the programme enabled them to address systemic issues and going forward will give them the capacity to gain scale and build capacity of other CSOs

An effort will be made for systematically leverage the data collected at different points of the programme and from different sources to establish a solid database to be used for identifying trends and patterns and define corrective actions in the following activities: yes – this is outside of grant agreement too

Analysis has to be related/correlated to objectives of the project and reduction of corruption/ improve service delivery for the three schemes

- Analyzing RAIC call details, services, motives and impact.
- Analyzing all the RTI Applications in some format and finding the nature and trend
- Analyzing the feedbacks, data and MPRs collected from CGCCs and Service providers
- Case studies/success stories collected by CUTS project staff, volunteers, and partners.

4. Submission of quarterly & final narrative reports along with respective expense statements for extension phase

5. Preparation and submission of next phase of proposal

## II Estimated itemized budget details

S.N.	Item	Amount	Amount
<b>I.</b>	<b>Personnel Costs [No. X Months X Salary/Honorarium per Month X Time]</b>		<b>64,000</b>
1.1	Project Coordinator [1 X 2 X 18,000 X 100%]	36,000	
1.2	Assistant Project Coordinator [1 X 2 X 12,000 X 75%]	18,000	
1.3	Support Staff [1 X 2 X 10,000 X 50%]	10,000	
<b>II.</b>	<b>Programme Cost</b>		<b>96,000</b>
2.1	Developing the RTI Ground Realities (RGR) and Corruption Vulnerability Analysis questionnaire and its field testing	8,000	
2.2	Administering 600 RGR and Corruption Vulnerability Analysis	60,000	
2.3	Consolidation of RGR and Corruption Vulnerability Analysis.	25,000	
2.4	Interviews of Service providers as well as SIC	3,000	
		<b>Total</b>	<b>1,60,000</b>
2.5	Overheads 5% (Total grant requested)		<b>8,000</b>
		<b>Grand Total</b>	<b>1,68,000</b>
	<b>Total grant requested from PTF (rounded up) US\$1=INR 42)</b>		<b>Approx. US\$ 4,000</b>

*Daniel Reddy*  
 Secretary, PTF  
 July 19, 2010