



Ms. Sumati Kumar
Registrar, AUD
The Centre for Early Childhood Education and Development
Ambedkar University
Lothian Road
Kashmere Gate
Delhi 110006
India

August 2012

Re: Request #230 - India Early Childhood Education Longitudinal Study

Dear Venita,

The Children's Investment Fund Foundation (UK) ("**we**" or "**CIFF**") is pleased to inform you that on 18 May 2012 (the "**Approval Date**") we approved a grant of up to USD 300,000 (the "**Grant**") to The Centre for Early Childhood Education and Development of Ambedkar University, Delhi ("**you**" or the "**Recipient**") payable in accordance with the provisions of this letter agreement (the "**Agreement**").

The Grant is intended to co-fund a research study that will (1) assess trends in participation in pre-primary schooling among a sample of 6,000 children across three states in India, covering private, public and NGO sectors; (2) assess pre- and post- (5 years) school readiness skills of these children and how quality of pre-primary schooling is related to these skills; and (3) track a cohort of 1,000 children (selected from the 6,000) over a three year period to determine educational and behavioural impact of school readiness skills on primary school performance and also determine quality of schooling in grades 1-3 (as described in more detail in Annex 1) (the "**Research Study**"). The Grant is intended to cover the period starting on the date of signature of this Agreement and ending on 30 September 2016 (the "**Grant Period**").

To ensure that we have a common set of understandings and agreements regarding the basis for the Grant and the use you will make of it, we have in this letter set out our mutual agreement relating to the Grant and the Research Study it will fund. Although this is intended to be a legally binding contract, we also hope it will serve as a framework for establishing a constructive and supportive dialogue concerning the Research Study and its delivery of the impact and results it promises. Should either you or we determine that there is a better or more efficient way to achieve that impact and/or those results, or should adjustments to the Research Study designed to improve the efficacy of the Grant or Research Study appear warranted in light of new information or changed circumstances, you and we will consult in good faith regarding appropriate adjustments to the Research Study and/or this Agreement that would better realise our shared objectives. In the absence of agreement between the Parties, however, this Agreement (including all Annexes) shall remain in force without change.

Accordingly, CIFF and the Recipient, intending to be legally bound, hereby agree as follows:

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7 Clifford Street, London W1S 2FT UK
Registered in England and Wales (Company No: 04370006, Charity No: 1091043)
Tel: +44 (0)20 7440 2357
Info@ciff.org www.ciff.org

1. Interpretation

1.1. In this Agreement, unless otherwise specified:

- (A) "**Bribery Act**" means the Bribery Act 2010 and any subordinate legislation made under that Act from time to time together with any guidance or codes of practice issued by the relevant government department concerning the legislation;
 - (B) "**Business Day**" means a day (other than a Saturday or a Sunday) on which banks are open for business (other than solely for trading and settlement in euro) in London and New Delhi;
 - (C) a reference to a "**Party**" is to a party to this Agreement and a reference to the "**Parties**" is a reference to all parties to this Agreement;
 - (D) "**USD**" means U.S. dollars;
 - (E) references to clauses, sub-clauses and Annexes are to clauses and sub-clauses of, and Annexes to, this Agreement;
 - (F) unless the context otherwise requires, a reference to one gender shall include a reference to the other genders;
 - (G) references to a "**person**" shall be construed so as to include any individual, firm, company, corporation, body corporate, government, state or agency of a state, local or municipal authority or government body or any joint venture, association or partnership (whether or not having separate legal personality);
 - (H) a reference to a statute or statutory provision is a reference to it as amended, extended or re-enacted from time to time;
 - (I) a reference to a statute or statutory provision shall include all subordinate legislation made from time to time under that statute or statutory provision;
 - (J) any reference to a "**day**" (including within the phrase "**Business Day**") shall mean a period of 24 hours running from midnight to midnight;
 - (K) references to times are to London time;
 - (L) a reference to "**writing**" or "**written**" includes e-mails but does not include faxes;
 - (M) any obligation on a Party not to do something includes an obligation not to allow that thing to be done; and
 - (N) any words following the terms "**including**", "**include**", "**in particular**" or any similar expression shall be construed as illustrative and shall not limit the sense of the words, description, definition, phrase or terms preceding those terms.
- 1.2 The Annexes form part of this Agreement and shall have full effect as if set out in full in the body of this Agreement. Any reference to this Agreement includes the Annexes.
- 1.3 Clause and Annex headings shall not affect the interpretation of this Agreement.

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2. The Research Study and the Grant

- 2.1 The purpose of the Grant is to enable the Recipient to conduct the Research Study. You shall undertake the Research Study in the manner described in Annex 1, and shall not make any material change to the Research Study as described in Annex 1 without the prior written consent of CIFF.
- 2.2 The Grant shall only be used to fund the Research Study, and shall not be used for any other purpose (whether or not related to the Research Study) without our prior written consent. If we disburse any part of the Grant to you but you do not require such funds for the Research Study, you shall promptly notify CIFF and, within 14 days of such notification, return such funds to CIFF.
- 2.3 Without limiting the foregoing, the Recipient shall use the Grant solely for the charitable purposes contemplated by the Proposal and this Agreement. You shall in no event use any portion of the Grant to (i) engage in political propaganda; (ii) influence the outcome of any specific election for candidates to public office; (iii) make payments to a public official for the purpose of influencing any act or decision or inducing any breach of duty; (iv) induce violations of law or cause any improper private benefit to occur; or (v) provide any resources or support to individuals and organisations associated with terrorism.
- 2.4 The Recipient shall use the Grant, and operate the Research Study, in compliance with all applicable laws (including U.K. and U.S. anti-terrorism and sanctions laws and regulations). The Recipient shall also comply with all other laws and regulations to which it is subject, including those relating to charities, public liability, health and safety and employment.
- 2.5 The Recipient shall carry out all its responsibilities in relation to the Research Study and the Grant with all necessary skill, care and diligence in a timely and professional manner.
- 2.6 The participation and personal commitment of Venita Kaul of the Recipient (the "**Key Personnel**") have been key elements in our decision to support the Research Study. If the Key Personnel is, or is expected to be, disassociated from the Recipient and/or the Research Study for any reason, you shall notify us promptly, which notice shall include (or be followed promptly by) an explanation of the manner in which the Recipient and the Research Study will operate following the Key Personnel's departure. If we are not satisfied that the departure of the Key Personnel will not have a material adverse impact upon the Research Study or the achievement of its objectives, on time and within budget, we may suspend our funding for the Research Study until such time as we have been able to confirm these matters to our reasonable satisfaction.
- 2.7 As a charitable foundation focused on the welfare of children, CIFF requires all Recipients to have adopted appropriate policies for the protection of children. As a condition to receipt of the Grant, the Recipient warrants that it has adopted a child protection policy and implemented related procedures and systems and established codes of practice consistent with the standards established by the Keeping Children Safe Coalition as described in the publication "Keeping Children Safe: Standards for Child Protection" (available at <http://www.keepingchildrensafe.org.uk/>). CIFF recognises that the nature of appropriate child protection standards will vary depending on the nature of the organisation, the environment in which it operates and its level of contact with children, and it is therefore the Recipient's responsibility to determine how best to implement and maintain these standards. The Recipient's compliance with this clause may be subject to review and audit by CIFF and/or its representatives in accordance with clause 6 (Records and Audits).

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3. CIFF Contact

The CIFF Contact for the Research Study is Nalini Tarakeshwar, Executive Director, Performance Measurement & Effectiveness (telephone: 00 44 20 7025 7616; e-mail: Nalini@ciff.org). We may change the CIFF Contact or appoint additional contacts at any time; if we do we shall notify you of revised or additional contact details.

4. Budget, Milestones, Key Performance Indicators and Deliverables

- 4.1 You have proposed and we have approved a budget for the Research Study, which is attached as Annex 2 (the "Budget").
- 4.2 Expenditures in respect of the Research Study for the Grant Period shall be in accordance with the Budget.
- 4.3 If the Recipient forecasts a change in expenditure or reallocation between line items from an agreed budgeted amount of more than the lesser of 10 per cent. per annum (a "significant variance") in the Budget or in any major line item therein, the Recipient shall inform CIFF and seek its prior written approval of the significant variance, provided always that the total amount of the Grant shall not be exceeded.
- 4.4 Research Study expenditure and work at the local level shall begin on the date of signature of this Agreement, and this shall be referred to as the "**Research Study Start Date**". During the Grant Period, the Research Study shall meet the specific target deadlines specified for each of the agreed deliverables set out in Annex 3 (such deadlines being "**Milestones**"). Our disbursement of funding will be linked to your timely achievement of the agreed Milestones. If at any time you believe any of the Milestones will not be achieved in full by the applicable target deadline, you shall promptly notify the Portfolio Manager(s) to explain the delay and report on the steps that will be taken to address the causes of the delay.
- 4.5 The Recipient shall provide the following reports to CIFF:
- (A) All research study reports specified in Annex 3;
 - (B) All reports prepared for/after any project-related meetings such as those held by the Coordination Committee and Research Advisory Committee;
 - (C) Monthly reports (to be provided as soon as reasonably practicable following the calendar month end) on the progress of the Research Study (for the avoidance of doubt, such reports shall be the same progress reports as are provided by the Recipient to other funders of the Research Study);
 - (D) Quarterly financial reports (to be provided as soon as reasonably practicable following the calendar quarter end) setting out details of expenditures over the preceding quarter as compared to the Budget and with explanations of any significant variances (for the avoidance of doubt, such reports shall be the same quarterly financial reports as are provided by the Recipient to other funders of the Research Study).

The Recipient shall inform the CIFF Contact at least 6 weeks in advance of any Research Study-related meetings (such as those specified in sub-clause 4.5(B)) so that a representative of CIFF may attend should CIFF deem it desirable.

- 4.6 All Research Study-related reports shall include at a minimum (as data becomes available): study objectives, clear description of the study participants (households, children, ECE centres), methods used for recruitment and/or follow-up, tools used,

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statistical methods for analyses, findings, limitations of study and implications for pre-primary interventions. The findings should be broken down by relevant demographic variables (e.g. rural/urban), ECE centres, quality of teaching and other important aspects that are likely to influence the learning outcomes.

- 4.7 All Research Study-related reports shall include a certification by a responsible officer or other appropriate representative of the Recipient that the information in the report is a fair representation of the progress and performance of the Research Study.
- 4.8 The Recipient shall submit all Research Study-related reports electronically to the CIFF Contact, and shall also send a copy to Reports@ciff.org.
- 4.9 The Recipient shall also provide such additional reports or other information relating to the Research Study, the utilisation of the Grant and the Recipient itself that CIFF may from time to time reasonably request.

5. Payment Terms

- 5.1 CIFF shall disburse the Grant to the Recipient as set out in Annex 3. If for any reason a payment is re-scheduled to a later date, the re-scheduled payment will be subject to the Milestones and Deliverables applicable to such later date as outlined in Annex 3 unless otherwise agreed.
- 5.2 CIFF reserves the right to delay any payments under this Agreement if, in CIFF's opinion, the Grant funds due to be disbursed by CIFF are not then required for the success of the Research Study (for example, if there are unspent Grant funds already disbursed by CIFF sufficient for the Recipient to continue to operate the Research Study as outlined in the Proposal). In such circumstances, CIFF and the Recipient shall discuss in good faith whether appropriate revisions should be made to Annex 3.
- 5.3 If there are major changes in the amount of work, time and/or resources to complete the Research Study than anticipated, the Recipient shall inform CIFF immediately and the Parties shall discuss in good faith whether changes may be needed to this Agreement. In the absence of agreement between the Parties, however, this Agreement shall remain in force without change.
- 5.4 The Recipient shall be responsible for all costs of and expenses relating to the Research Study, including personnel costs, international and domestic flights, ground travel, lodging, meal and communication expenses and third party costs. All Research Study-related travel, lodging and similar expenses shall be undertaken on an appropriately economical basis to minimise Research Study costs.
- 5.5 The Recipient shall (as between the Recipient and CIFF) be responsible for all aspects of the Research Study and its administration, and shall ensure that CIFF has no liability for, or responsibility to, the Research Study. CIFF's only obligation in relation to the Research Study shall be to disburse the Grant to the Recipient as and when contemplated by this Agreement.

6. Records and Audits

- 6.1 The Recipient agrees to maintain full and accurate records and books ("**Records**"), in accordance with all applicable accounting standards, that enable CIFF to monitor all Research Study expenditures, determine how all Grant funds have been used and determine the Recipient's compliance with sub-clause 2.7. The Recipient shall keep copies of all Records and all other reports provided to CIFF for at least three years after the end of the Research Study.

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- 6.2 The Recipient agrees to make the Records available to CIFF and/or its representatives at reasonable times and locations for review and audit, and to comply with all reasonable requests of CIFF for information and interviews regarding the Research Study and use of the Grant.
- 6.3 The Recipient shall allow CIFF's representatives, including external consultants, to visit any Research Study sites and observe activities supported by the Grant on reasonable notice to enable CIFF to monitor the use of the Grant funds and evaluate the extent to which the objectives of the Research Study have been achieved in a successful and cost-effective manner. The Recipient agrees to provide reasonable assistance in connection with such visits, including by providing information regarding the Research Study activities and arranging times when appropriate Research Study personnel will be available.
- 6.4 The Recipient acknowledges that all organisations which receive grants from CIFF must keep CIFF fully informed of their progress and their future plans by promptly sending to CIFF such documents as their audited accounts, annual reports and strategy statements, and the Recipient agrees to provide all such information to CIFF.

7. Suspension or Termination of Grant/Agreement

- 7.1 CIFF shall have the right in its sole discretion to (i) suspend temporarily or indefinitely any or all payments of the Grant, and/or (ii) terminate the Grant, and/or (iii) terminate this Agreement, in each case with immediate effect by written notice to the Recipient, if:
- (A) the Recipient is in material or persistent breach of any of its obligations under this Agreement and, if the breach is capable of remedy, such breach has not been remedied within 10 Business Days after receipt by the Recipient of written notice from CIFF requiring such remedy;
 - (B) the Research Study has not achieved or appears unlikely to achieve its performance objectives, or is materially behind schedule, as indicated by a material failure to meet the Milestones, in each case in CIFF's reasonable opinion;
 - (C) the Research Study is suspended or materially altered, or there are significant variations from the Budget, in either case without CIFF's prior written approval;
 - (D) CIFF determines, after at least 30 days of consultation with the Recipient, that the Research Study and/or the achievement of its objectives has become unachievable, or otherwise appears unlikely or unable to achieve the goals set out in the Proposal, whether within the agreed timetable and Budget or at all, and whether due to events beyond the control of the Recipient or otherwise;
 - (E) the Recipient, and/or any of its officers, employees, members, representatives or agents, is charged with any criminal offence or is subject to allegations of criminal misconduct that, in either case, could have an adverse effect on the Research Study or on CIFF's reputation;
 - (F) the Recipient, and/or any of its officers, employees, members, representatives or agents, has acted dishonestly, fraudulently or negligently in connection with the Research Study or the Grant, or does something which brings, or could reasonably be expected to bring, CIFF, its members, officers, trustees, employees or agents into disrepute;

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- (G) CIFF reasonably suspects there to have been a breach of clause 8 and, having given notice to that effect to the Recipient, is not satisfied with the Recipient's response;
 - (H) any procedure is commenced for or in connection with the winding-up or re-organisation of the Recipient;
 - (I) any step is taken or any procedure is commenced for or in connection with the appointment of an administrator, receiver, administrative receiver or trustee in bankruptcy in relation to the Recipient or all or substantially all of its assets;
 - (J) the holder of any security over all or substantially all of the assets of the Recipient takes any step to enforce that security;
 - (K) all or substantially all of the assets of the Recipient are subject to attachment, sequestration, execution or any similar process;
 - (L) the Recipient is unable to pay its debts as they fall due;
 - (M) the Recipient enters into, or any step is taken, whether by the board of directors of the Recipient or otherwise, towards entering into a composition or arrangement with the Recipient's creditors or any class of them, including, but not limited to, a company voluntary arrangement or a deed of arrangement;
 - (N) the Recipient enters into, or any step is taken, whether by the board of directors of the Recipient or otherwise, towards any analogous procedure under the laws of any jurisdiction to the procedures set out in (H) to (M) above;
 - (O) the Recipient is no longer a not-for-profit organisation under the laws of India; or
 - (P) the departure of Key Personnel if, after consultations with the Recipient, CIFF is unable to confirm that the departure will not adversely affect the implementation or effectiveness of the Research Study.
- 7.2 If any of the circumstances set out in sub-clause 7.1 arises or is alleged, the Recipient shall, upon request by CIFF, assist CIFF in any investigation of the situation.
- 7.3 During any suspension of the Grant, the Recipient shall not use any unspent Grant funds without CIFF's written permission and shall, upon request, return any such funds to CIFF (together with any interest accrued thereon) pending resolution of the matter.
- 7.4 If and to the extent that the Grant (or any part of it) remains unspent at the end of the Grant Period or if the Research Study is for any reason terminated or abandoned at or before that time, the Recipient shall forthwith notify CIFF in writing of the amount of the Grant remaining unused and, unless CIFF specifically authorises the Recipient to retain all or any portion of the remaining amount for its other charitable activities, the Recipient shall immediately return such unused funds to CIFF (together with any interest accrued thereon). Such return of funds is without prejudice to any other rights that CIFF may have as a result of the situation that caused the termination.

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7.5 Neither the termination nor expiry of this Agreement shall affect any rights or obligations which may have accrued prior to such termination or expiry.

8. Anti-Bribery and Anti-Corruption

8.1 The Recipient shall:

- (A) comply with all applicable laws, statutes, regulations and codes relating to anti-bribery and anti-corruption, including but not limited to the Bribery Act ("**Relevant Requirements**");
- (B) not engage in any activity, practice or conduct which, notwithstanding the fact that it is not carried out in the UK, would constitute an offence under sections 1, 2 or 6 of the Bribery Act if such activity, practice or conduct had been carried out in the UK;
- (C) have and shall maintain in place throughout the term of this Agreement its own policies and procedures, including adequate procedures under the Bribery Act, to ensure compliance with the Relevant Requirements, and sub-clause 8.1(B), and will enforce them where appropriate;
- (D) promptly report to CIFF and request or demand for any undue financial or other advantage of any kind received by the Recipient in connection with the performance of this Agreement;
- (E) immediately notify CIFF in writing if a foreign public official becomes an officer or employee of the Recipient or acquires a direct or indirect interest in the Recipient, and the Recipient warrants that it has no foreign or public officials as officers, employees or direct or indirect owners at the date of this Agreement;
- (F) at the same time as the first report is sent to CIFF under sub-clause 4.6, certify in writing signed by an officer of the Recipient compliance with this clause 8 by the Recipient and all persons associated with it. The Recipient shall provide such supporting evidence of compliance as CIFF may reasonably request.

8.2 The Recipient shall ensure that any person associated with the Recipient who is assisting the Recipient to deliver outcomes in respect of the Research Study (including any sub-contractor) does so only on the basis of a written contract which imposes on and secures from such person terms equivalent to those imposed on the Recipient by this clause 8 ("**Relevant Terms**"). The Recipient shall be responsible for the observance and performance by such persons of the Relevant Terms, and shall be directly liable to CIFF for any breach by such persons of any of the Relevant Terms.

8.3 Breach of this clause 8 shall be deemed a material breach under sub-clause 7.1(A).

8.4 For the purpose of this clause 8, the meaning of adequate procedures and foreign public official and whether a person is associated with another person shall be determined in accordance with section 7(2) of the Bribery Act (and any guidance issued under section 9 of that Act), sections 6(5) and 6(6) of that Act and section 8 of that Act respectively. For the purpose of this clause 8, a person associated with the Recipient includes but is not limited to any sub-contractor of the Recipient.

8.5 For the avoidance of doubt, compliance by the Recipient with the Relevant Requirements includes (without limitation) not, directly or indirectly, either in private

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business dealings or in dealings with the public sector, offering, giving or agreeing to offer or give (either alone or in agreement with others) any payment, gift or other advantage with respect to any matters which are the subject of this Agreement which (i) would violate any anti-corruption laws or regulations applicable to the Recipient or to CIFF, (ii) is intended to, or does, influence or reward any person for acting in breach of an expectation of good faith, impartiality or trust, or which it would otherwise be improper for the recipient to accept, (iii) is made to or for a public official with the intention of influencing him and obtaining or retaining an advantage in the conduct of business, or (iv) which a reasonable person would otherwise consider to be unethical, illegal or improper.

9. Publicity and Confidentiality

- 9.1 Subject to clause 12.2, no reference to CIFF, CIFF's funding of the Research Study (including the Grant) or any person's association with CIFF shall be made in any public announcement including press releases, articles, other written statements, lectures and presentations without CIFF's prior written approval.
- 9.2 CIFF shall have the right to refer to the Grant and its support of the Research Study in its annual reports, on its website, and in other similar communications.
- 9.3 The Recipient shall notify CIFF and obtain prior written approval to use CIFF's name for any purpose other than to acknowledge the receipt of funding from CIFF. Neither party shall make use of the logo or emblem of the other without prior written approval.
- 9.4 From time to time the Recipient may receive confidential information regarding CIFF or its employees, officers, trustees, donors, representatives or advisers ("**Confidential Information**"), including (i) the terms of this Agreement; (ii) any information relating to the affairs, grantees, donors, suppliers, plans, operations, strategies, initiatives or investments of CIFF; or (iii) any information that CIFF or any of its representatives has marked or otherwise indicated to be confidential.
- 9.5 The Recipient shall:
- (A) not disclose any such Confidential Information to any person other than any of its directors, officers or employees who need to know such information in order to discharge their duties;
 - (B) not use such Confidential Information except as reasonably required in relation to the Research Study or under this Agreement; and
 - (C) procure that any person to whom any Confidential Information is disclosed by it complies with the restrictions contained in this clause as if such person were a party to this Agreement.
- 9.6 Notwithstanding the other provisions of this clause, the Recipient may also disclose Confidential Information (i) to the extent required by law, by any governmental or other regulatory authority or by a court or other authority of competent jurisdiction; (ii) to its professional advisers, auditors and bankers provided they have a duty to keep such information confidential; (iii) to the extent the information has come into the public domain through no fault of the Recipient; or (iv) to the extent that CIFF has given its prior written consent to the disclosure.
- 9.7 Any information to be disclosed pursuant to sub-clause 9.8(i) shall be disclosed only after consultation with CIFF, to the extent the Recipient is legally permitted to do so.

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10. Intellectual Property

The Recipient shall own all right, title and interest in and to all intellectual property, including without limitation, all copyrights, software code, inventions, patents, databases, confidential information and know-how but excluding any and all trademarks, created, developed, produced, conceived and/or reduced to practice by either of the Parties (whether jointly or individually) for or in connection with the Research Study (the "Research Study IP"). The Recipient agrees to use the Research Study IP solely in connection with or in furtherance of its charitable mission and purposes. The Recipient hereby grants to CIFF a perpetual, irrevocable royalty-free licence to use, modify, prepare derivative works of, license and sublicense the Research Study IP solely in connection with or in furtherance of its charitable mission and purposes. If either Party prepares derivative works of any Research Study IP, such Party will own all intellectual property rights in such work exclusively.

11. Relationship Between the Parties

- 11.1 Nothing in this Agreement (and no action taken by the Parties under this Agreement) is intended to, or shall be deemed to, establish any partnership or joint venture between the Parties, nor create any employment relationship, nor constitute either Party the agent of the other Party, nor authorise either Party to make or enter into any commitments for on behalf of the other Party.
- 11.2 The Recipient shall not use any independent subcontractors, consultants or other third parties to carry out any material aspects of the Research Study without the prior consent of CIFF. If and to the extent that such subcontractors, consultants or other third parties are used, the Recipient shall in its contractual and other relations with such persons seek to ensure the compliance of such persons with the material elements of this Agreement, including those relating to child protection policies (where such persons will be in contact with children), performance measurement and external evaluation, audits and record-keeping, publicity and confidentiality, Intellectual Property Rights and anti-bribery and corruption.

12. Academic Research Exception

- 12.1 CIFF shall be entitled to publish or otherwise utilise any Deliverables and all data gathered, analysed, organised and summarised into any format, including all schedules, exhibits, annexures, files and databases (together, the "Data") for any purpose, in its sole discretion. The Recipient shall, and shall procure that any Sub-Contractor shall, execute all documents and do all acts reasonably necessary to vest in CIFF the ownership necessary to enable it to do so. The Recipient shall be entitled to publish or otherwise utilise the Data pursuant to this clause 12.
- 12.2 Notwithstanding the restrictions in clause 9 (Confidentiality), CIFF hereby agrees that the Recipient shall be entitled to use information in Deliverables or Data for the purposes of its own academic research and in order to add to the stock of knowledge in the child wellbeing and education field. The Recipient may publish one or more articles in academic journals, or present a research paper orally or in writing or both, or deliver a lecture or make a similar academic presentation, based upon Deliverables and Data, but only in accordance with the following:
- (A) the Recipient shall notify CIFF at least 10 Business Days in advance of the submission of a manuscript or an abstract of an article or similar written work to a journal or any other publisher, or of any other dissemination of written work, containing or based upon Deliverables or Data, and the Recipient shall provide CIFF with a copy of such manuscript or an abstract of an article or written work or of any other dissemination of written work, together with a written explanation of the expected use of such Deliverables or Data, at least

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- 10 Business Days in advance of the submission to a journal or other publisher;
- (B) the Recipient shall acknowledge CIFF's role in facilitating the creation, collection or compilation of such information or Data in any such publication, such acknowledgement to state "*Research for [this article] was funded by The Children's Investment Fund Foundation (UK) ("CIFF"). The views, opinions, assumptions or any other information set out in [this article] are solely those of the author[s] and should not be attributed to CIFF or any person connected with CIFF.*" or to be in such other form as may be approved by CIFF in advance;
 - (C) to the extent the Recipient shall use any information set out in any Deliverables or Data in any article or other publication, such publication shall state that the views, opinions, assumptions or any other information set out in such publication are those of the Recipient and should not be attributed to CIFF or any person connected with CIFF;
 - (D) the Recipient's use of Deliverables and Data shall not be in any way detrimental or adverse to the interests of CIFF; and
 - (E) any such publication or statement shall comply with all applicable laws and regulations including data protection and privacy laws and regulations, and (even if no such laws or regulations prohibit the same) no such use of information or Data may disclose any personal information relating to any identifiable individual without such individual's prior written consent.

13. Warranties

The Recipient hereby represents and warrants to CIFF that:

- 13.1 the Recipient is a validly constituted legal entity, established as a not-for-profit organisation under the laws of India, with the legal authority to undertake the Research Study, receive the Grant and enter into this Agreement;
- 13.2 the representative of the Recipient signing this Agreement is duly authorised to sign on its behalf;
- 13.3 at the date of this Agreement (and at the date any portion of the Grant is paid to the Recipient), it is and will be authorised to accept the Grant in accordance with the terms of this Agreement;
- 13.4 all authorisations, approvals, consents, licences and other matters, official or otherwise which the Recipient is required to obtain in connection with the Research Study have been received and are and will during the Grant Period remain in full force and effect;
- 13.5 all financial and other information concerning the Recipient which has been disclosed to CIFF is, to the best of the Recipient's knowledge and belief, true and accurate;
- 13.6 it is not aware of anything in its own affairs, which it has not disclosed to CIFF or any of CIFF's advisers, which might reasonably have influenced the decision of CIFF to fund the Research Study;
- 13.7 since the date of its last accounts there has been no material change in its financial position or prospects;
- 13.8 it has not committed, nor shall it commit, an offence under the Bribery Act; and

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13.9 it shall at all times comply with all relevant legislation and all applicable codes of practice and other similar codes or recommendations, and shall notify CIFF immediately of any significant departure from such legislation, codes or recommendations.

14. Notices

14.1 Any notice or other communication under this Agreement shall only be effective if in writing and in the English language. Any such notice or communication shall be sent to the postal or email address of the other Party and marked for the attention of the individual as set out below (provided that a Party may change its notice details by giving notice to the other Party of the change in accordance with this clause).

In the case of CIFF:

For originals of the contract and payment requests:	Finance and Operations The Children's Investment Fund Foundation (UK) 7 Clifford Street London W1S 2FT
--	---

For administrative documents and other matters:	CIFF Contact E-mail: see clause 3
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In the case of the Recipient:

Address:

To the attention of:	Ms. Sumati Kumar Registrar, AUD Email: sumati@aud.ac.in
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14.2 Any notice given under this Agreement shall, in the absence of earlier receipt, be deemed to have been duly given as follows:

- (A) if delivered personally, on delivery;
- (B) if sent by first class inland post, two clear Business Days after the date of posting;
- (C) if sent by airmail, six clear Business Days after the date of posting; and
- (D) if sent by email, at the expiration of 48 hours after the time it was sent, provided that a successful delivery report has been received by the Party sending the notice.

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15. Force Majeure

- 15.1 The Recipient shall not be liable by reason of any failure or delay in the performance of this Agreement if and to the extent such failure or delay arises out of acts, events, omissions or accidents beyond the reasonable control of the Recipient not involving the intentional breach of this Agreement or the negligence or fraud of the Recipient, its affiliates and their respective members, officers, employees or agents ("**Force Majeure Event**").
- 15.2 Force Majeure Event includes but is not limited to acts of God, acts of insurrection, fires, floods, epidemics, quarantines, strikes and labour disputes.
- 15.3 The absence of liability referred to in sub-clause 15.1 shall not limit CIFF's right to terminate the Agreement in accordance with sub-clause 7.1.
- 15.4 This clause 15 only applies if the Recipient:
- (A) promptly notifies CIFF in writing of the nature and extent of the Force Majeure Event causing its failure or delay in performance;
 - (B) could not have avoided the effect of the Force Majeure Event by taking precautions which, having regard to all matters known to it before the occurrence of the Force Majeure Event and all relevant factors, it ought reasonably to have taken but did not take; and
 - (C) has used reasonable endeavours to mitigate the effect of the Force Majeure Event and to carry out its obligations under this Agreement in any other way that is reasonably practicable.

16. General

- 16.1 This Agreement and any dispute or claim arising out of or in connection with it or its subject matter or formation (including non-contractual disputes or claims) shall be governed by and construed in accordance with the law of England and Wales.
- 16.2 The Recipient may not assign, or purport to assign all or any part of the benefit of, or its rights or benefits under, this Agreement without the prior written consent of CIFF. CIFF may at any time assign all or any part of the benefit of, or its rights or benefits under, this Agreement.
- 16.3 This Agreement comprises the entire agreement of the Parties in relation to the Research Study and the Grant, and supersedes any prior agreements, arrangements or understandings between them of any kind.
- 16.4 This Agreement may only be varied in writing signed by each of the Parties. Any provision of this Agreement may only be waived in writing by the Party providing the waiver.
- 16.5 No failure or delay by a Party to exercise any right, power or remedy provided under this Agreement or by law shall constitute a waiver of that or any other right, power or remedy, nor shall it preclude or restrict the further exercise of that or any other right, power or remedy. No single or partial exercise of such right, power or remedy shall preclude or restrict the further exercise of that or any other right, power or remedy.
- 16.6 If any court or competent authority finds that any provision of this Agreement (or part of any provision) is invalid, illegal or unenforceable, that provision or part-provision

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shall, to the extent required, be deemed to be deleted, and the validity and enforceability of the other provisions of this Agreement shall not be affected.

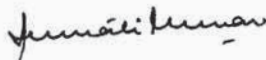
- 16.7 If any invalid, unenforceable or illegal provision of this Agreement would be valid, enforceable or legal if some part of it were deleted, the provision shall apply with the minimum modification necessary to make it legal, valid and enforceable.
- 16.8 This Agreement may be executed in any number of counterparts, and by the Parties on separate counterparts, but shall not be effective until each Party has executed at least one counterpart. Each counterpart shall constitute an original of this Agreement, but all the counterparts shall together constitute but one and the same instrument.
- 16.9 A person who is not a Party to this Agreement shall not have any rights under the Contracts (Rights of Third Parties) Act 1999 to enforce any term of this Agreement.
- 16.10 If any dispute arises out of or in connection with this Agreement then the Parties shall within 10 business days of a written request from either Party meet in a good faith effort to resolve the dispute. To the extent not amicably resolved within 15 business days of such request, any dispute arising out of or in connection with this Agreement, including any question regarding its existence, validity or termination, shall be referred to and finally resolved by arbitration under the rules of the London Court of International Arbitration, which rules are deemed to be incorporated by reference into this clause. The number of arbitrators shall be one. The seat, or legal place, of arbitration shall be London, England. The language to be used in the arbitral proceedings shall be English.

We look forward to a productive and successful.

Yours sincerely,

Jamie Cooper-Hohn
Chief Executive Officer
The Children's Investment Fund Foundation (UK)

We have read, understand and agree to the terms and conditions contained in the foregoing Agreement:



Name: **SUMATI KUMAR**
Title: **REGISTRAR**
Duly authorised for and on behalf of the Recipient

Dated:



Registrar
AMBEDKAR UNIVERSITY, DELHI
Sector 14, Dwarka, New Delhi-110077
Website: www.aud.ac.in

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PLEASE SIGN AND DATE BOTH LETTERS AND SEND ONE ORIGINAL, ALONG WITH THE PAYMENT FORM, TO THE ADDRESS DETAILED BELOW. THE SECOND LETTER IS FOR YOUR RECORDS.

Please return an original of the signed agreement by courier to:

Finance and Operations

The Children's Investment Fund Foundation (UK)

7 Clifford Street

London

W1S 2FT

The Children's Investment Fund Foundation (UK)

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Annex 1 – Research Study

The Recipient will use the Grant to fund the India Early Childhood Education (ECE) Longitudinal Study, exploring the impact on children of different models of ECE in India, and their effect on educational and behavioural outcomes at the primary education stage.

Rationale

This study is proposed in the context of the above concerns and changes in the Indian early learning space. It is based on the premise that learning and development are continuous and cumulative processes and any approach to address quality and equity at the primary stage needs to begin first by helping children develop a sound foundation, prepare for school and then make a smooth transition to school.

Along with cognitive and academic abilities that are important for a child to be ready (and successful in school years), another very important aspect is personal and social adaptation to the school/classroom environment that encapsulates school readiness. Socio-emotional skills and behaviours become an important factor in school readiness because of its effect both on individual learning and classroom dynamics.

While there is evidence of the importance of school readiness and adaptive behaviour in western literature, there is no research in the Indian context on assessing the status of these two variables or their impact on children's performance at the primary stage of education. This study therefore aims to explore the impact of quality variations in preschool education on these two significant variables and further explore their sustained impact at the later stages of schooling.

Objectives

The objectives of the study are five-fold:

1. to understand the current trends in participation of 4 to 5 year old children in ECE programmes;
2. to study variations in content and processes, as practiced in ECE across public, private and non-profit sectors;
3. to assess levels of school readiness among 5 year olds (the official age for entry to primary school) and its relationship with quality of ECE participation;
4. to explore and empirically identify essential and non-negotiable quality elements for any ECE programme in the Indian context, which will ensure sustained impact on elementary education goals and contribute to overall development of the child;
5. to standardize a comprehensive tool to assess quality in ECE.

Design

The study's design consists of a combination of (a) a longitudinal quasi experimental and survey design and (b) quantitative methods and qualitative case studies. This mixed method approach is expected to facilitate a more nuanced and comprehensive understanding of the quality dimensions of early learning programmes. The design described below is a result of a pilot study carried out in 2011, which helped improve the methodology, tools, and data analysis. The assessment tools used in the study are included in Annex A. One of the proposed benefits of the study is to introduce both a culture of, and instruments for, measurement in the Indian pre-school context.

The timeline of the study spans from October 2010 to December 2016, separated into Phase I (Oct 2010 – Dec 2012) and Phase II (Jan 2013 – Dec 2016).

Geographically, the study covers three states in India, namely Andhra Pradesh, Assam, and Rajasthan, in order to capture the social and ethnic diversity of the country as well as variation in the quality of ECE programmes. Both urban and rural populations will be sampled in the study.

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The five objectives specified above are being addressed through three separate components or strands in the study. Starting with a large scale survey to generate district level estimates of specific indicators, each subsequent strand will comprise more in-depth, detailed data collection and analysis on a smaller subset of the original sample, as depicted in the following table and described below:

Strands	Objectives	Method	Sample per state
A	Objectives 1 and 2: To derive district level estimates of current trends in ECE participation of 4-5 year olds and school readiness levels at 5 years	Survey method with randomized sampling	6,000 4-5 year old children; 360 ECE Centres; 120 villages;
B	Objectives 3 and 4: To study variations in content and processes across ECE Centres; and to identify quality related elements that demonstrate immediate impact on school readiness and adaptive behavior and on medium-term impact on primary school outcomes.	Quasi -experimental design with longitudinal follow up.	1,000 4-5 year old children; 20 rural/urban sites
C	In-depth case studies of known practices in ECE	Qualitative analysis and documentation	6-7 case studies across states

Strand A follows a survey mode to primarily address Objectives 1 and 2, i.e. to derive district levels estimates of current trends in participation of 4 to 5 year olds in ECE and school readiness among 5 year olds.

Under this strand the following activities are being undertaken:

1. a detailed survey of the households of sampled 4 year olds;
2. pre and post test assessment of their levels of school readiness at ages 4 and 5 years respectively;
3. a rapid facilities assessment of programmes which the sampled children are attending;
4. quarterly tracking visits to assess/estimate 'dosage' in terms of children's extent/quantum of participation in ECE programmes.

Strand B follows a subset of the children sampled in Strand A in longitudinal mode to address Objectives 3 and 4. It aims to study variations in the content and methods used across ECE programmes in public, private and non-profit sectors. On the basis of this data, the study will empirically identify quality related elements in the ECE programmes that demonstrate significant impact on an immediate term basis on levels of school readiness and adaptive

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behavior and subsequently more sustained impact on children's cognitive and behavioral outcomes along the primary stage.

Activities 1, 2 and 4 under Strand A are being undertaken in Strand B as well. In addition, the following activities are also being carried out:

1. assessment of children's levels of adaptive behavior;
2. detailed facility survey through a fully day of observation per Centre to study the content and methods used in the range of ECE programmes. The quarterly tracking visits will for the Strand B sample of Centres additionally include one day observation of programme quality.

Strand C will consist of in-depth qualitative case studies to provide a more nuanced assessment of quality in ECE in terms of content, process, facilities and financing of some known practices/programmes in ECE across different states in the country, including those not covered in the sample of the study. It is proposed to carry out 8 case studies of well known practices in ECE across states. These have been finalized through a workshop of experts in qualitative research.

Implementation Agency and Management Committees

The study is being coordinated and led by Centre for Early Childhood Education and Development (CECED) Ambedkar University, Delhi in partnership with ASER Centre. The study is also conducted with the help of state partners in Andhra Pradesh (Andhra Mahila Sabha) and Assam (Regional Centre NIPCCD, Guwahati) and CECED in Rajasthan.

The Principal Investigator, Venita Kaul, is a leading expert in early learning in India and is an active member of the following committees:

- Committee to advise MHRD on the Right to Education;
- Committee set up by MHRD to assess feasibility and plan for of making preprimary education for 4 to 6 year olds a fundamental right;
- Committee constituted by MWCD to formulate policy on ECE in India. This Committee is also looking at the curriculum, standards and regulatory framework;
- Committee for development of Approach Paper on Elementary education for the 12th fifth year plan which has been submitted to the Planning Commission and which has a full chapter on preschool Education;
- Member of the National Council of Teacher Education (NCTE) which is a statutory body for regulating training in all sectors of education.

Coordination Committee

Given the multiple partners and stakeholders proposed to be involved in the study, a Coordination Committee has been constituted which meets once in a quarter. The terms of reference of this committee are to (a) review the implementation plan and progress on a quarterly basis (b) decide on and review funding allocations and accounting mechanisms (c) facilitate and resolve any logistical issues with regard to implementation of the study at central and state levels.

The Coordination Committee comprises of the following representatives:

- representatives of funding organizations (listed at Annex B);
- representatives from Government of India MHRD and MWCD;
- research investigators from partnering organizations, especially ASER;
- representative of the CECED Advisory Committee;
- representatives of CECED.

Research Advisory Committee (RAC)

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The methodology for the study, including sample selection, preparation of tools, analysis plan, has been finalized in consultation with a Research Advisory Committee constituted specifically for the project. This Committee is comprised of research experts, both national and international, research partners and institutions, representatives from National organizations and representatives of the funding agencies.

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Annex 2 – Research Study Budget (in USD)

Items		2013	2014	2015	2015	Total	% of total
A. CECED Management and Coordination							
1	Salaries	40,320	44,352	45,158	45,965	175,795	13.3%
2	Project operation	3,000	0	0	0	3,000	0.2%
3	Monitoring and case studies	34,800	36,080	36,736	21,090	128,706	9.7%
4	Advocacy and communication	7,000	9,350	24,040	14,820	55,810	4.2%
5	Data entry	1,500	3,300	3,360	4,560	12,720	1.0%
6	Administrative support	4,000	4,400	4,480	4,560	17,440	1.3%
7	Over-head (15%)	13,593	14,622	17,156	12,649	59,021	4.5%
Total for Management and Coordination		104,213	112,104	131,531	104,644	452,492	34.3%
State-level implementation in Assam, Andhra Pradesh, Rajasthan							
1	Research team	100,800	126,720	129,024	94,392	450,936	34.1%
2	Team travel	15,000	16,500	16,800	6,840	55,140	4.2%
3	Stationery and printing	4,500	4,950	5,040	5,130	19,620	1.5%
4	Assessments	34,560	57,024	36,707	44,323	174,614	13.2%
5	Field coordination	720	1,188	1,210	1,231	4,349	0.3%
6	Data entry	6,000	6,600	6,720	6,840	26,160	2.0%
7	Administrative support	6,000	6,600	6,720	5,130	24,450	1.9%
8	Over-head (15%)	25,137	32,937	30,633	24,583	113,290	8.6%
Total for State-level Implementation		192,717	252,519	234,854	188,469	868,560	65.7%
Grand Total		296,930	364,624	366,384	293,113	1,321,051	

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Annex 3 – Payment and Milestones and Deliverables Schedule

Tranche 1: USD 50,000 shall be paid within 14 days of 1 September 2012, subject to receipt of a payment request for this amount and satisfactory completion and delivery to CIFF of any reports required under clause 3 of the Agreement and the Deliverables set out below:

Phase	Deliverable	Milestone
Pretest to post test (age 5 years), August 2011 to March 2013	1. Report on trends in participation in ECE in three states	31 July 2012
	2. Report on variations in quality of ECE across sectors in three states	31 August 2012

Tranche 2: USD 100,000 shall be paid within 14 days of 30 June 2013, subject to receipt of a payment request for this amount and satisfactory completion and delivery to CIFF of any reports required under clause 3 of the Agreement and of the Deliverables set out below:

Phase	Deliverable	Milestone
Pretest to post test (age 5 years), August 2011 to March 2013	3. Eight case studies of good practices in ECE by 31 May 2013	31 May 2013
	4. Report on levels of school readiness among five year olds at time of school entry by 30 June 2013	30 June 2013
	5. Report on impact of quality variations in ECE on levels of school readiness by 30 June 2013	30 June 2013
	6. Written update from the Recipient on external funding, confirming at least \$450,000 additional funds committed to fund the Research Study	30 June 2013

Tranche 3: USD 150,000 shall be paid within 14 days of 30 September 2014, subject to receipt of a payment request for this amount and satisfactory completion and delivery to CIFF of any reports required under clause 3 of the Agreement and of the Deliverables set out below:

Phase	Deliverable	Milestone
Cohort follow up (age 6), April 2013 to March 2014	7. Report on impact of school readiness levels of children at entry on primary level participation and performance at age 6	30 September 2014
	8. Report on trends in quality of early schooling at grade 1 level in three states	30 September 2014
	9. Written update from the Recipient on external funding, confirming at least \$1,020,000 additional funds committed to fund the Research Study (which, for the avoidance of doubt, shall included the \$450,000 of funds referred to under Deliverable 6)	30 September 2014

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The Recipient shall also complete and deliver to CIFF the following Deliverables in accordance with the following timetable:

Phase	Deliverable	Milestone
Cohort follow up (age 7), April 2014 to March 2015	10. Report on impact of school readiness levels of children at entry on primary level participation and performance at age 7	30 September 2015
	11. Report on trends in quality of early schooling at grade 2 level in three states by	30 September 2015
Cohort follow up (age 8), April 2015 to September 2016	12. Report on impact of school readiness levels of children at entry on primary level participation and performance at age 8 by	30 September 2016
	13. Report on trends in quality of early schooling at grade 3 level in three states by	30 September 2016
	14. Consolidated report of the project for the entire ECE stage in terms of impact of quality of ECE and early schooling on participation, retention and performance of children in three states by	30 September 2016

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**The Children's Investment Fund Foundation (UK)
Grant Payment Request Form**

The Children's Investment Fund Foundation (UK) ("CIFF") can send your Grant award by wiring funds directly to your group's bank account.

Please complete the table below with details of your organisation's bank account – **each row must be completed in order for CIFF to transfer the funds to you.**

If you are completing the table by hand, please write your responses clearly, and complete the address fields in full, using no abbreviations. Note that CIFF cannot make a payment to the account of an individual if the Grant is given to an organisation.

For timely disbursement, please send a scanned copy of the completed form to nalini@ciff.org and paymentrequests@ciff.org.

Date.....

Name of organisation holding the bank account:	BHARAT RATAN DR. B.R AMBEDKAR UNIVERSITY, DELHI
Sort code and bank account number:	2881101004066
U.S. ABA bank routing number:	CP0959
Branch code OR Swift code:	CNRBINBDFM
Bank name:	CANARA BANK
Bank address (including street and building number: city, county/state, post code & country:	SECTOR-6, DWARKA, NEW DELHI-110075
Bank phone and fax number:	011- 25074274
Amount to be paid (in USD):	300.000
Name, email address, and phone number of person to be contacted when deposit is made:	MS. SUMATI KUMAR, sumati@aud.ac.in 011-23865089

Please confirm the amount and date that you receive the funds. Thank you.

Signature, Chief Financial Officer/Controller

Corporate stamp or seal, if applicable


 वित्त नियंत्रक
CONTROLLER OF FINANCE
 अम्बेडकर विश्वविद्यालय, दिल्ली

The Children's Investment Fund Foundation (UK) AMBEDKAR UNIVERSITY, DELHI
 7 Clifford Street, London W1S 2FT UK सै-9, द्वारका, नंदि-77/Sec-9, Dwarka, N.D.-77
 Registered in England and Wales (Company No: 04370008, Charity No: 1099943) वेबसाइट / Website: www.aud.ac.in
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SIR RATAN TATA TRUST

Bombay House • Homi Mody Street • Mumbai - 400 001 • Tel. : 6665 8282 • Fax : 022-6665 8013

First Copy
(Send this Copy back
to Trust)

December 18, 2013/20th February 2014.

Dr. Venita Kaul
Centre for Early Childhood Education and Development (CECED)
Ambedkar University
Lothian Road, Kashmere Gate
Delhi-110 006

Grant Id¹: Edu-AJD-20130416

Project: "Developing and Launching Academic Programmes in Early Childhood Care and Education"

Dear Dr. Kaul,

We are pleased to inform you that the Trustees of the Sir Ratan Tata Trust, have approved a grant of Rs. 7,000,000/- (Rupees Seven Million only) to Center for Early Childhood Education and Development (CECED), Ambedkar University, Delhi for "Developing and Launching Academic Programmes in Early Childhood Care and Education"

The grant is made subject to the following terms and conditions:

- Amount of Grant: Rs. 7,000,000/-
- Term: Twenty-Four Months; commencing from December 2013 to November 2015.
- Purpose: This grant is to be specifically used for the purposes set out in Annexure 1 hereto.

Disbursement of the Grant:

The grant will be disbursed in the following installments over 2 years.

Installment No.	Period	Amount	To be released against funds raised towards the project from Other Sources
1	December 2013	Rs. 2,000,000/-	-
2	June 2014	Rs. 1,500,000/-	Rs. 1,500,000/-
3	December 2014	Rs. 1,500,000/-	Rs. 1,800,000/-
4	May 2015	Rs. 2,000,000/-	Rs. 2,700,000/-
Total		Rs. 7,000,000/-	Rs. 6,000,000/-

The installments mentioned above would be contingent upon CECED, Ambedkar University, Delhi raising contribution from 'Other Sources' as listed in the table above.

Disbursements will be subject to review by the Trust and the availability of funds. However, the Trust will not be responsible or held liable for any consequences that may arise if future disbursements are not made due to any cause beyond the control of the Trust and not an act, deed or omission attributable to the Trust.

Kindly ensure that the balance at the end of the month, prior to the disbursal of the installment is clearly mentioned in all request/s and report/s submitted prior to the next installment.

Utilization of funds:

The Grant has been made only for the purposes stated in Annexure 1 and any variation made, without the prior written approval of the Trust will be seen as a ground for termination of the Grant.

The Trust discourages funds from Other Sources being used for the specific line items supported by the Trust unless specified in the Annexure 1 of this grant letter. The Trust will release the installment

¹ Please mention this grant id in all the Trust related correspondences

Website : www.srft.org



Registrar
Bharat Ratna Dr. B. R.
Ambedkar University, Delhi
Lothian Road, Kashmere Gate
Delhi-110006
Website : www.srft.org

Manoj Kumar
20/2/2014

SIR RATAN TATA TRUST

after review of the utilization as per the reports (as mentioned in the Grant Letter) submitted by CECEd, Ambedkar University, Delhi. Therefore, CECEd, Ambedkar University, Delhi may request for the next installment in advance to mitigate risks of shortfall of funds and utilization of funds from other sources to temporarily bridge the gap.

Separate Bank Account

Center for Early Childhood Education and Development, Ambedkar University, Delhi will maintain a separate bank account for funds received from the Trust. All receipts and payments related to the said project must be made through this account.

Books of Accounts

A separate set of Books of Accounts will also be maintained to show the various expenses incurred from various funds. The Standard Accounting Package used by your organization should ensure that separate cost centers are maintained for each line item mentioned in the Annexure 1. Also, please ensure that expenses made towards each of the sub line items are traceable through the cost center wise statements.

The Trust encourages maintenance of accounts through adequate usage of the licensed version of any Accounting Package, as a prudent practice in the interest of your organization.

Procedure for Booking of Expenses:

Based upon project design, expenditure must be grouped under three main heads:

- (i) Funds to be spent directly by the Grantee,
- (ii) Funds to be transferred to the account of another implementing or partner organization/s (if appropriate), and
- (iii) Funds to be transferred to a community based organization/s (**Not Applicable**)

The grouping of various budget items under these two/three heads must be as per activities, indicated in Annexure 1.

Accounts of all project-linked organizations are subject to audit by the Trust. In specific cases where project activities involve funds to be transferred to direct and collaborative work with communities, a Joint Bank Account must be opened, which would be operated with joint signatures of representatives of the concerned grantee/organization and the community based organization implementing the activities. Maintenance of this joint account shall be the responsibility of the community-based organization. The community-based organization must maintain separate books of accounts for the funds received and payments made. Their books of accounts shall be available for public scrutiny and for all periodic audits conducted by the Trust. Details regarding operationalization of the above need to be shared with the Trust within six months of the commencement of the project. (**Not Applicable**)

Accounts of all project-linked institutions are subject to audit by the Trust.

Procurement Systems for Goods and Services Purchased:

The Trust encourages a transparent procurement system for purchase of goods and services. The second installment would be disbursed contingent approving the system being used by the grantee for the procurement of goods and services. This should be submitted to the Trust by CECEd, Ambedkar University, Delhi. Your procurement guidelines should contain the following details regarding:

- i. Purchase committee: Members, Role, and Authority
- ii. Threshold for quotations
- iii. Bidding systems
- iv. Tendering procedures
- v. Maintenance of the purchase files, etc.

Cash Payments :

Cash withdrawals to make payments are permitted where the same is supported by proper vouchers, invoices, etc., subject to a maximum limit of Rs. 5,000/-. All payments should be made by crossed Account Payee cheque or Demand Draft.

Jyoti Kaur
20/12/2014
Registrar 2
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Interest earned on Grant Funds

The Grantee should keep any unspent balance invested and avoid keeping a balance of more than next two months budgeted expenses in hand. Idle grant balance should be invested in permissible investments under Section 11(5) of the Income Tax Act, after due approval of the CECED, Ambedkar University, Delhi Board/ Governing Body. Interest received on grant funds must be reported to the Trust (as a part of the Financial Report) as per Annexure 2 and should be credited into the dedicated Bank Account. Interest should be used towards line items stated in the Grant Letter only with prior approval of the Trust.

Reports – AWP, Baseline, Narrative and Financial

1) Annual Work Plan (AWP):

The Annual Work Plan for the period of twelve months will comprise of:

- a. Separate description of the various activities being planned for the year
- b. Target for each programme line item with reference to the operational plan
- c. Estimated budget for programme and non-programme line items
- d. Detailed cost estimates need to be prepared for each line item, specifying numbers, unit costs, etc. and approved as part of the annual work plan review exercise
- e. Contribution from other sources for the overall funding of the programme.
- f. Detailed strategy and action plan for partnership development with various Government organizations for resource mobilization
- g. Impact indicators, tools of verification for each of the proposed activities
- h. Detailed strategy for working with CBCs and their capacity building.(not applicable)

The consolidated Work Plan comprising the above needs to be shared with the Trust. The Work Plan should be submitted by December 31, 2013 in Year 1 for a period of 12 months starting from December 1, 2013 to November 30, 2014. The second Work Plan for the period December 1, 2014 to November 30, 2015 should be submitted by December 1, 2014 and would be for a period of twelve months. The process of finalization will include a comprehensive review and approval from Trust

2) Baseline Survey Report

A comprehensive Baseline Survey Report needs be submitted to the Trust. The parameters for baseline data collection and the monitoring indicators should be developed jointly in consultation with the Trust team/ representatives. The baseline survey is not needed because the project is aimed at developing material towards starting a post-graduation course on Early Childhood Development; However they would be doing a situational analysis to gauge the expectation of the target group from this kind of a course.

3) Quarterly Progress Reports (QPRs): Brief project progress reports are to be submitted to the Trust every quarter. QPR consists of the following two documents:

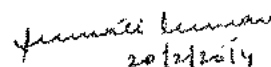
- a. Quarterly Narrative Report
- b. Quarterly Financial Report

a) Quarterly Narrative Reports:

A brief narrative report should be submitted quarterly to the Trust, providing a description of progress made specifically on activities undertaken / completed since initiation of the project, as per the AWP. The QNR should include progress against quantifiable & qualitative indicators.

The suggested format for the QNR is as follows:

- a. A one page Summary Table with project dates, till date fund situation, numbers of beneficiaries, locations and specific activity progress against AWP
- b. Introduction, Objectives and Aim (brief)
- c. Project Area and Partners (brief)
- d. Implementation Strategy, including discussion on any changes in indicators or monitoring strategy/ activities
- e. Activities carried out since last QPR including progress against monitoring indicators, as per AWP
- f. Funds mobilization strategy and details
- g. Future Action Plan for new quarter as per approved AWP


20/12/2014 3
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b) Quarterly Financial Report:

A financial report should be submitted quarterly within 15 days of completion of the quarter. This Financial Report should be in the format provided in Annexure 2 of this Grant letter. Any variances or discrepancies in line items will have to be explained in detail in a covering letter. Please ensure reporting periods do not overlap across any two financial years.

Reporting periods for the QPR:

The first Narrative and Financial reports will be for a period of Four months from the start of the project (December 1, 2013 to March 31, 2014) and should be submitted by April 15, 2014. Thereafter, reports would be submitted on a quarterly basis in the same sequence. You are also required to fax / email this report to the Trust by the required date, in addition to submitting a hard copy by post / courier.

4. Annual Narrative Report:

A detailed Annual Narrative Report should be submitted within 30 days after the end of every project year, and should include a detailed description of progress made in the project, as well as specific progress in project activities against the AWP. It should also include details on progress made across each activity in the project and outputs achieved in terms of the objectives outlined in the proposal. The first detailed Annual Narrative Report will be for the period ending November 30, 2014 and should be submitted by December 31, 2014.

The report would specifically include:

- a. Summary table detailing project dates, fund situation, numbers of beneficiaries, locations and specific activity progress against the AWP
- b. Introduction, Objectives and Aim
- c. Project Area and Partners
- d. Implementation Strategy, including discussion on any changes in indicators or monitoring strategy / activities
- e. Activities carried out
- f. Funds mobilization strategy and details
- g. Networking and Partnership building
- h. Specific Event highlights
- i. Analysis of movement in impact indicators developed
- j. Experience and problems encountered while implementing the programme
- k. Key lessons learnt and Future Action Plan
- l. Photographs/ Case studies

5. Auditors Report & Annual Statement of Accounts:

(i) A consolidated, audited statement of accounts of the project, including a separate schedule regarding the project supported by the Trust should be submitted by the September following the end of the relevant financial year.


(ii) **Presentation of Grant received from Sir Ratan Tata Trust in the Annual Statement of Accounts:** The grant received from the Sir Ratan Tata Trust should be treated as an Earmarked Fund in the nature of revenue and all Income and Expenditure should be routed through the same. Only grant utilized during the year should be recognized as Income in the organization's Income & Expenditure statement. Annual Statement of Accounts should be annexed with a separate schedule enlisting the utilization of this Earmarked Fund.

6. Contributions from Other Sources not brought into the accounts of the grantee:

Details regarding funds from other sources dovetailed towards the project, but not brought into the accounts of the grantee, must be detailed in Annexure 2 of this letter. Furthermore, a statement / document / letter of proof from the funding agency / government department / institution must be attached, certifying that the amount indicated in the table given on Page 1 above has been raised from the said source towards the project during the specified period. These documents will be required along with every QNR/QPR as specified in the AWP. All further installments will be disbursed subject to the receipt of the above.

Jyoti Kumar
20/12/2014

Registrar 4


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SIR RATAN TATA TRUST

7. Audit by Trust

The Trust shall be entitled to conduct an audit of project accounts including procurement and work procedures in the field (wherever applicable), within a month of the Trust's audit notification, with mutual agreement with the grantee.

The Trust conducts the following types of Audits. The Terms of Reference shall reach Center for Early Childhood Education and Development, Ambedkar University, Delhi at least one week before the Audit.

- 1) Financial System Checks including review of Internal Controls at an organizational level
- 2) Grant Utilization Audit

All compliances towards the findings identified during the audit by the Trust appointed auditors needs to be closed latest within six months of the completion of the audit.

No further instalments shall be disbursed by the Trust till all Trust Audit related issues are redressed.

8. Monitoring and Evaluation

The Trust shall monitor the use of the grant funds and conduct a review of operations under this grant, which may include a visit from Trust personnel or Trust representatives, to observe your programme, discuss the programme and finances with your personnel and review financial and other records and materials connected with the activities financed by the grant. The Trust would be sending regular monitoring missions to review the progress and appraise Annual Work Plans.

9. Information and Publicity

It is understood that the Trust's support to CECEDE, Ambedkar University, Delhi would be recognized in all publications/studies/hoardings/banners/posters arising from the grant, or otherwise, by mentioning "...supported by the Sir Ratan Tata Trust and Navajbai Ratan Tata Trust". The organization will acknowledge this in all correspondence, public notices and dissemination exercises. CECEDE, Ambedkar University, Delhi will also furnish the Trustees of Sir Ratan Tata Trust with all the information they require or request for.

10. Repayment of Grant funds

If any of the Grant funds remain unused at the expiry of the term, such amount is to be returned/repaid to the Sir Ratan Tata Trust by Center for Early Childhood Education and Development, Ambedkar University, Delhi along with all the interest earned on the grant funds.

11. Amendment of the Grant

The Trustees reserve their right to unilaterally amend at any time during the continuance of the grant any of the terms and conditions herein which amendment would be conveyed to you and would be binding on you.

12. Arbitration

In the event of any dispute or difference between the parties hereto arising out of or in connection with or relating to the grant made to you and the terms and conditions set out herein, including with regard to the implementation hereof, as the same shall be referred to the Arbitration under the provisions of the Arbitration and Conciliation Act, 1996. The Arbitration proceedings shall be held in Mumbai. The language of the Arbitration shall be English. The Courts in Mumbai alone shall have jurisdiction in the matter.

13. Termination

If Center for Early Childhood Education and Development, Ambedkar University, Delhi commits a breach of the terms and conditions of the Grant or unsatisfactory progress, the Trustees of Sir Ratan Tata Trust will have a right to terminate the said Grant.

The Grant has been made only for the purposes stated in Annexure 1 and any variation made, without the prior written approval of the Trust will be seen as a ground for termination of the Grant.

If you are in agreement with this letter and the terms and conditions of the Grant, please indicate your organization's agreement to such terms, by having the enclosed copy of this letter countersigned by an appropriate officer, and returned to the Trustees of the Sir Ratan Tata Trust.

Jasvanti Grewal
20/2/2014 5
Registrar
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Ambedkar University, Delhi
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Delhi-110006
Website : www.aud.ac.in

SIR RATAN TATA TRUST

The first installment of this Grant shall be disbursed on receipt of the countersigned copy of this Grant letter.

It is also understood that by countersigning the copy of this letter, your organization confirms that there has been no change in its status as a non-profit body registered with any competent authority like the Charity Commissioner/ Registrar of Societies/ Registrar of Companies (u/s 25 only) having adjudication over charitable organizations.

On behalf of the Trust, we extend every good wish for the success of this endeavor.

Yours sincerely,

F. J. Gandavia
Secretary & Chief Accountant

Handwritten signature
20/2/2014

Registrar
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Delhi-110029
Website : www.bau.ac.in

Administrative & Financial Responsibility for

Name of Organization & Stamp)

Authorized Signature:

Name and Designation:

Date:

Cheque to be drawn in favour of: Name of the Organization -'-SRTT Grant A/c'

Name & Address of your Bankers: IDBI Bank Ltd. 13, Alipur Road
Civil Lines Branch, Delhi-110054
Bank Account No: 1338104000004329
IFSC Code of your bank branch (where RTGS facility is available): IBKL0001338
PAN details: AAAGB0017R
Type of Account: Savings Bank

Note: Along with the abovementioned details we request you to please provide us with

- i. Copy of a cancelled Cheque
- ii. Copy of the passbook or bank statement (whichever is available) issued for the separate bank account open for Trust funds.
- iii. Copy of the Pan Card

Annexure 5

Approved Project Budget

Name of the organisation:
 Location of HQ of the grantee:
 Title of the Project:
 Grant under:
 Initiative:
 Total Grant Budget:
 Grant Duration:
 Recommended Disbursal:

Ambedkar University, Delhi (AUD)
 New Delhi
 Developing and Launching Academic Programmes in Early Childhood Care and Education
 Education
 Early Childhood Care and Education
 Rs. 7,000,000
 2 Years
 Fund raising targets #
 December 2013 Rs. 2,000,000
 June 2014 Rs. 1,500,000
 December 2014 Rs. 1,800,000
 May 2015 Rs. 2,000,000

Sr. No.	Line Items	Contribution From Sir Ratan Tata Trust	Contribution from Ambedkar University, Delhi	Total (Rs.)
1	Feasibility Study			
1.1	Salaries of Faculty and Staff			
1.1.1	Associate Professor @ Rs.100,000/- per month x 6 months		600,000	600,000
1.1.2	Project Associates @ Rs.44,500/- per month per person x 6 months x 2 persons	534,000		534,000
	Sub-Total for Salaries of Faculty and Staff	534,000	600,000	1,134,000
1.2	Data Collection			
1.2.1	Printing of tools for data collection	15,000		15,000
1.2.2	Local Conveyance for 2 persons within Delhi and National Capital Region (NCR)	15,000		15,000
1.2.3	Communication (phone expenses) and Internet related expenses @ Rs. 1,600/- per month x 6 months	9,600		9,600
	Sub-Total for Data Collection	39,600		39,600
1.3	Data Entry and Report Writing			
1.3.1	Entry of quantitative and qualitative data (by engaging data entry operators or agency)	100,000		100,000
1.3.2	Printing and Stationery on an average of Rs.2,500/- per month x 6 months	15,000		15,000
1.3.3	Transcription @ Rs. 1,500/- per hour x 20 hours	30,000		30,000
	Sub-Total for Data Entry and Report Writing	145,000		145,000
	Total of line item #1 -Feasibility Study	718,600	600,000	1,318,600
2	Academic and Professional Development Programmes 2013-2014 (2 years)			
2.1	Workshops			
2.1.1	Venue cost for Workshops @ Rs. 10,000 per day x 7 days (7 workshops of a day each)	70,000		70,000
2.1.2	Food @ Rs. 800/- per person x 15 persons per workshop x 7 workshops	84,000		84,000
2.1.3	Honorarium @ Rs. 2,000/- per person x 10 persons per workshop x 7 workshops	140,000		140,000
2.1.4	Local Travel @ Rs. 1,500 per participants x 15 participants per workshop x 7 workshops	157,500		157,500
2.1.5	Air Fare (both ways) @ Rs.15,000/- per person x 6 persons x 7 workshops	630,000		630,000
2.1.6	Accommodation cost @ Rs. 4,000/- per person x 6 out-station participants per workshop x 7 workshops	168,000		168,000
	Sub-Total for Workshops	1,249,500		1,249,500

Registrar
 Bharat Ratna Dr. B. R.
 Ambedkar University, Delhi
 Lodhian Road, Kashmiri Gate
 Delhi-110006

(Signature)
 20/12/2014



SIR RATAN TATA TRUST

2.2 Salaries of Faculty					
2.2.1	Professor (1 No.) @ Rs. 125,000/- per month x 24 months	Rs.	-	Rs.	3,000,000
2.2.2	Associate Professor (1 No.) @ Rs. 100,000/- per month x 24 months	Rs.	-	Rs.	2,400,000
2.2.3	Assistant Professors (2 Nos.) @ 50,000/- per person per month x 2 persons x 24 months	Rs.	2,400,000	Rs.	2,400,000
2.2.4	Adjunct Faculty at level of Assistant Professor (5 Nos.) @ Rs. 50,000/- per person per month x 5 persons x 6 months	Rs.	1,500,000	Rs.	1,500,000
	Sub-Total for Salaries of Faculty	Rs.	3,900,000	Rs.	5,400,000
2.3 Course Development and Launch					
2.3.1	Honorarium for peer reviewers @ Rs. 15,000/- per person x 7 persons	Rs.	105,000	Rs.	105,000
2.3.2	Engaging IT services for online course delivery (data centre cost, Moodle, training, web space and maintenance) and student enrollment (lump sum cost)	Rs.	150,000	Rs.	150,000
2.3.3	Designing and printing of brochures, draft and final course materials and all related documents @ Rs. 300 x 800 copies ^	Rs.	240,000	Rs.	240,000
	Sub-Total for Course Development and Launch	Rs.	495,000	Rs.	495,000
	Total of line item # 2 -Academic and Professional Development Programmes	Rs.	5,644,500	Rs.	5,400,000
3	Administration charges @ 10% (of line items 1 and 2)*	Rs.	636,900	Rs.	636,900
	Grand Total	Rs.	7,000,000	Rs.	6,000,000
					13,000,000

Notes: If any changes are envisaged in the budget, including funds raised for the same project from other sources, AUD should seek prior approval from the Trust.

* The Trust's disbursements are contingent upon AUD being able to raise funds from Other Sources as mentioned above.

^ This is an estimate, the actual cost and number of documents may vary.

* Rs. 590/- has been added to the Trust's Contribution to round off the overall figure.

Sumit Kumar
20/11/2022

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Indo-European Project "Enhancing quality, access and governance of undergraduate education in India (E-QUAL)"

The AUD has entered into a partnership with a group of Universities which have come together to create an Indo-European collaboration, primarily with the objective of enhancing the quality and access of undergraduate education in India. The partners from India are Jadavpur University, University of Hyderabad and Shiv Nadar University, and the European partners are King's College London and Alma Mater Studiorum at the University of Bologna. The overall coordination of the initiative is with the British Council at Delhi and the Project is funded by the European Union.

The Project is titled as "Enhancing Quality, Access and Governance of Undergraduate Education in India (E-QUAL)" and the contract for the Project was signed (*vide* IND/CONT/E/14-15/021) between The British Council and Ambedkar University Delhi on 8 May 2014 (Annexure I). The Project commenced on 28 April 2014, and will remain in force till 31 May 2017 or such other date as may be agreed between the Parties. The overall financial outlay for the Project amounts to a total of Euro 162,455 (Euro One hundred sixty two thousand and four fifty five only) that has been awarded in the form of a grant, and will be made available directly to the University in the form of four instalments. The final budget outlay and details are enclosed for reference (Annexure II).

The Project Team at AUD consists of Prof. Denys Leighton (Faculty Coordinator), Dr. Asmita Kabra, Dr. Sayandeb Chowdhury, Dr. Rohit Negi, Dr. Praveen Singh, Dr. Oinam Hemlata Devi, Dr. Bidhan Chandra Dash and Dr. Suresh Babu (Project Coordinator).

In this regard, it is requested that the following may be approved:

1. The undersigned (Dr. Suresh Babu) be authorised to make financial transactions including booking of expenditures and advances as approved in the budget of the Project.
2. The Purchase Committee for the E-QUAL Project has been constituted (to be referred to as the "Purchase Committee" henceforth), and has the following members: Dr. Asmita Kabra (SHE), Mr. Surajit Sarkar (CCK) and Dr. Oinam Hemlata Devi (SHE).
3. Mr. Tanuj Nagpal, be appointed as Research Assistant (salary @ Rs.25,000 p.m., consolidated) for a period of six months with effect from 1.6.2014 for immediate implementation of the project (CV enclosed, Annexure III). The appointments for the full term of Project would be undertaken by the Project Appointments Committee after due process at the earliest possible date.

(Suresh Babu)
Project Coordinator

Registrar

Project Coordinator
E-QUAL Project

Dy. No. 1 Dt. 12/5/14

Registrar office
Dy No 531
Date 3/7/14

VC
15/5
Approved. Pl. follow due process.

BRITISH
COUNCILBritish Council Division
British High Commission
17 Kasturba Gandhi Marg
New Delhi 110 001 IndiaT +91 (0)11 2371 1401
F +91 (0)11 2371 0717

www.britishcouncil.in

Contract No: IND/CONV/E/14-15/021

GRANT BY THE BRITISH COUNCIL

The British Council:	[THE BRITISH COUNCIL, a division of British High Commission in India, incorporated by Royal Charter and registered as a charity (under number 209131 in England & Wales and number SC037733 in Scotland), whose principle office is located at 17 Kasturba Gandhi Marg, New Delhi – 110001 , (hereinafter referred to as "the Council", which expression shall, unless repugnant to the context or meaning thereof, be deemed to include its successors in interest and permitted assigns) through its authorized signatory Mr Rob Lynes , being the Party of the First Part.
The Recipient:	("Recipient A") Ambedkar University Delhi (AUD) is a society / company registered under the Society Registration Act, 1860 / Companies Act, 1956, whose registered office is located at Lothian Road, Kashmere Gate, Delhi 110006 (hereafter referred to as the " Recipient ", which expression shall, unless repugnant to the context or meaning thereof, be deemed to include its successors in interest and permitted assigns) through its authorized signatory Professor Jatin Bhatt , Register duly authorized vide its governing body resolution being the Party of the Second Part.
Date:	28 April 2014

This Contract ("**Contract**") is made on the date set out above subject to the terms set out in the schedules listed below which both the Recipient and the Council undertake to observe in the performance of this Contract.


The Parties wish to enter into this Contract to support Indo – European Interaction on Higher Education by Enhancing quality, access and governance of undergraduate education in India ("Project").

The objective of this Contract is for the provision of certain services and/or conducting activities under the Project which has to be provided in accordance with **Schedule 2 ('the Services')** by the Recipient to the Council and Council will awards the Grant for the purposes of conducting such Services.

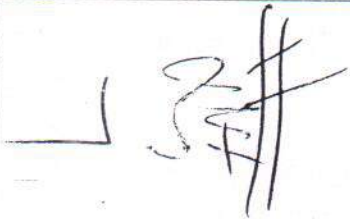
The Recipient, inter alia, represented to the Council that it has the required resources with technical expertise to provide the Services to the Council and is interested to offer its services for the said Project. Recipient shall be deemed to be bound by the terms of this Contract and all references to "Recipient" shall be construed accordingly.

This Contract shall only become binding on the Council upon its signature by an authorised signatory of the Council subsequent to signature by or on behalf of the Recipient.

Signed by the duly authorised representative of The Council:

Name:	Mr Rob Lynes	Signature:	
Position:	Director – India		
Date:	6/5/14		

Signed by the duly authorised representative of the Recipient:

Name:	Professor Jatin Bhatt	Signature:	
Position:	Registrar		
Date:	8/5/14		

Schedule 1

Special Terms

Terms defined in this Schedule 1 shall have the same meanings when used throughout this Contract.

In the event of any conflict between the terms set out in the various Schedules, the Schedules shall prevail in the order in which they appear in the Contract.

For the purposes of the Project and the Grant, the terms of this Contract shall prevail over any other terms and conditions issued by the Council.

1 The Project

- 1.1 The Council awards the Grant for the purposes conducting Services / activities under the Project which is titled as **“Enhancing quality, access and governance of undergraduate education in India (E-QUAL)”**, as more fully described in the Schedule 2.
- 1.2 The Parties undertake to use all reasonable skill, care and diligence for the purposes of conducting Services / activities as detailed in the approved Project Proposal attached as Schedule 2. This Contract forms the Parties' commitment to deliver together the Project Proposal under the terms of this grant award.

2 Commencement and Duration

- 2.1 This Contract shall come into force on the date of execution of this Contract i.e. on **28 April 2014** (the **“Commencement Date”**), and this Contract shall continue in full force and effect for a fixed period till **31 May 2017** or such other date as may be agreed between the Parties in writing from time to time (the **“Term”**).
- 2.2 Notwithstanding anything to the contrary elsewhere in this Contract, the Council shall be entitled to terminate this Contract by serving not less than 30 days' written notice on the Recipient.

3 The Grant

- 3.1 In consideration of the Recipient's conducting Services / activities as mentioned in Schedule 2, a grant in the form of award shall be paid by the Council to the Recipient which amounts to **Euro 162455** (Euro One hundred sixty two thousand and four fifty five only) (hereinafter referred to as "Grant"). **Payment of Grant will be made directly by the Council to the Recipient.** The Council reserves the right to withdraw from funding of the Project should the Recipient breach the terms of this Contract.
- 3.2 The payment of Grant will be made in four (4) instalments as payment of Grant enables the activity to take place. The payment of the Grant will be made to the Recipient's bank account as per details mentioned in the invoice provided by the Recipient. The Grant shall be paid in Indian Rupees calculated at the average EU exchange rate prevailing at the time of disbursement of grant money. The disbursement of funds will be as per the decision and sole discretion of the Council and depend on the availability of funds with the Council for the Project. Recipient to ensure that all expenditures for each activity under respective sub head are within the budgeted per unit cost as per the budget sheet which is a part of Schedule 2 of the contract
- 3.3 Recipient is required to provide original invoices alongwith all the supporting document at the time of submission of the financial report to the Council.
- 3.4 The Recipient will meet all costs and expenses necessary to provide the Services contracted for under this Contract including bonuses, superannuation, overseas inducements and leave allowances, clothing, passports, etc., of any staff employed by the Recipient. These costs can not be charged separately to the Grant money awarded for the Project.
- 3.5 All travel carried under the Project will be at economy class. All travel arrangements are the responsibility of the individual party concerned and it will be their responsibility to ensure that all entry requirements of the overseas government are met.
- 3.5 The Council may reduce, withhold or claim a repayment (in full or in part) of the Grant if:

Revised Budget

Annexure II

AUD-Revised								
Budget for the Action ¹	All Years				Year 1 ²			
Costs	Unit	# of units	Unit rate (in EUR)	Costs (in EUR)	Unit	# of units	Unit rate (in EUR)	Costs (in EUR)
1. Human Resources								
1.1 Salaries (gross salaries including social security charges and other related costs, local staff) ⁴								
Ambedkar University: (AUD)								
1.1.1.3 AUD Vice Chancellor & Member Project Steering Committee (1%)								
	Per month	0.48	1911	917.28	Per month	0.12	1911	229.32
1.1.1.4 AUD Faculty Coordinator (10%)	Per month	4.8	1765	8472	Per month	1.2	1765	2118
1.1.1.5 AUD Faculty Member 1 (5%)	Per month	2.4	1765	4236	Per month	0.6	1765	1059
1.1.1.6 AUD Faculty Member 2 (5%)	Per month	2.4	1765	4236	Per month	0.6	1765	1059
1.1.1.7 AUD Faculty Member 3 (5%)	Per month	2.4	1765	4236	Per month	0.6	1765	1059
1.1.1.8 AUD Faculty Member 4 (5%)	Per month	2.4	1765	4236	Per month	0.6	1765	1059
1.1.1.9 AUD Faculty Member 5 (5%)	Per month	2.4	1765	4236	Per month	0.6	1765	1059
1.1.1.10 AUD Project coordinator (50%)	Per month	24	735	17640	Per month	12	735	8820
1.1.1.11 AUD Researcher/Technologist (50%)	Per month	24	588	14112	Per month	6	588	3528
1.3 Per diems for missions/travel ⁵								
1.3.1 Abroad (staff assigned to the Action)								
1.3.1.1 Faculty exchanges								
1.3.1.1.1 Per diems - London	Per diem	19.5	250.00	4,875.00				
1.3.1.1.2 Per diems - Bologna	Per diem	19.5	230.00	4,485.00				
Subtotal Human Resources								
		104.28		71,681.28				19990.32
2. Travel⁶								
2.1 International travel								
2.1.1 Indian faculty travel to London	Per flight	8	1300	10400				
2.2 Local transportation								
5.7.2 Partner planning meeting, Travel for workshop, Travel for Professional conference, student conference	Per flight	9	250.00	2250	Per Flight	2.25	250	562.5
Sub Total Travel								
				12650				562.5
3. Equipment and supplies⁷								
3.1 Purchase or rent of vehicles								
3.2 Audio visual recording and computer equipment								
3.2.5 Softwares and Support	Per unit	1	2941	2941	Per unit	1	2941	2941
3.2.1 Computers and Accessories	Per unit	4	1201.5	4806	Per unit	4	1201.5	4806
3.2.2 LCD Projector	Per unit	1	1470	1470	Per unit	1	1470	1470
3.2.3 Storage Devices and Data Cards	Per unit	1	496	496	Per unit	1	496	496
3.2.7 Video recordings equipments and accessories	Per unit	1	12473	12473	Per unit	1	12473	12473
3.2.11 Scanner and Printer-Copier with peripherals and consumables	Per unit	1	1975	1975	Per unit	1	1975	1975
3.4 Spare parts/equipments for machines and tools								
3.5 Other (please specify)								
Subtotal Equipment and supplies								
				24,161.00				24161
5. Other costs, services⁸								
5.1.1.1 Fee for camera operator, sound technician, editing, course developer/narration/voice/lecture								
	Per hour	60	29.00	1,740.00				
5.1.1.2 Fee for design and production, fee for studio hire								
	Per hour	7	146.85	1,027.95				
5.1 Publications ⁹								
5.1.1 Joint research and review publications (4), Publishing on the web (9), Materials for open education research (3)								
	per unit	4	2,250.00	9,000.00				
5.3 Expenditure verification								
5.7 Costs of conferences/seminars ¹⁰								
5.7.1 Venue rental, catering cost, domestic & international travel, pie diem for 3 workshops, 2 professional conferences, 2 student conferences, 2 faculty policy dialogues								
	per event	3	13473.194	40,419.58				
5.8. Visibility actions ¹⁰								
5.8.1 Media Meetings	per meeting	4	147.00	588.00	per unit	1	147	147
Subtotal Other costs, services								
				52,775.53				147
Misc								
				6,000.00				6000

Expense Head	All Years
Sub Total Human Resource	71681.28
Sub Total Travel	12650
Sub Total Equipment & Supplies	24161
Sub Total Other Costs, services	52775.53
Misc	6000
Total Allocated	167267.81
Deductions	
Sub Total Travel	2050
Sub Total Human Resource (Per Diem)	2130
Misc	632
Total	4812
Total Contractual Value	162455.81

Expense Head	All Years
Sub Total Human Resource	71681.28
Sub Total Travel	12650
Sub Total Equipment & Supplies	24161
Sub Total Other Costs, services	52775.53
Total Allocated	1,61,267.81


 Dr. Suresh Babu
 Project Coordinator
 E-QUAL Project
 Ambedkar University, Delhi



Ms. Sumati Kumar
Registrar, AUD
The Centre for Early Childhood Education and Development
Ambedkar University
Lothian Road
Kashmere Gate
Delhi 110006
India

August 2012

Re: Request #230 - India Early Childhood Education Longitudinal Study

Dear Venita,

The Children's Investment Fund Foundation (UK) ("**we**" or "**CIFF**") is pleased to inform you that on 18 May 2012 (the "**Approval Date**") we approved a grant of up to USD 300,000 (the "**Grant**") to The Centre for Early Childhood Education and Development of Ambedkar University, Delhi ("**you**" or the "**Recipient**") payable in accordance with the provisions of this letter agreement (the "**Agreement**").

The Grant is intended to co-fund a research study that will (1) assess trends in participation in pre-primary schooling among a sample of 6,000 children across three states in India, covering private, public and NGO sectors; (2) assess pre- and post- (5 years) school readiness skills of these children and how quality of pre-primary schooling is related to these skills; and (3) track a cohort of 1,000 children (selected from the 6,000) over a three year period to determine educational and behavioural impact of school readiness skills on primary school performance and also determine quality of schooling in grades 1-3 (as described in more detail in Annex 1) (the "**Research Study**"). The Grant is intended to cover the period starting on the date of signature of this Agreement and ending on 30 September 2016 (the "**Grant Period**").

To ensure that we have a common set of understandings and agreements regarding the basis for the Grant and the use you will make of it, we have in this letter set out our mutual agreement relating to the Grant and the Research Study it will fund. Although this is intended to be a legally binding contract, we also hope it will serve as a framework for establishing a constructive and supportive dialogue concerning the Research Study and its delivery of the impact and results it promises. Should either you or we determine that there is a better or more efficient way to achieve that impact and/or those results, or should adjustments to the Research Study designed to improve the efficacy of the Grant or Research Study appear warranted in light of new information or changed circumstances, you and we will consult in good faith regarding appropriate adjustments to the Research Study and/or this Agreement that would better realise our shared objectives. In the absence of agreement between the Parties, however, this Agreement (including all Annexes) shall remain in force without change.

Accordingly, CIFF and the Recipient, intending to be legally bound, hereby agree as follows:

The Children's Investment Fund Foundation (UK)
7 Clifford Street, London W1S 2FT UK
Registered in England and Wales (Company No: 04370006, Charity No: 1091043)
Tel: +44 (0)20 7440 2357
Info@ciff.org www.ciff.org

1. Interpretation

1.1. In this Agreement, unless otherwise specified:

- (A) "**Bribery Act**" means the Bribery Act 2010 and any subordinate legislation made under that Act from time to time together with any guidance or codes of practice issued by the relevant government department concerning the legislation;
 - (B) "**Business Day**" means a day (other than a Saturday or a Sunday) on which banks are open for business (other than solely for trading and settlement in euro) in London and New Delhi;
 - (C) a reference to a "**Party**" is to a party to this Agreement and a reference to the "**Parties**" is a reference to all parties to this Agreement;
 - (D) "**USD**" means U.S. dollars;
 - (E) references to clauses, sub-clauses and Annexes are to clauses and sub-clauses of, and Annexes to, this Agreement;
 - (F) unless the context otherwise requires, a reference to one gender shall include a reference to the other genders;
 - (G) references to a "**person**" shall be construed so as to include any individual, firm, company, corporation, body corporate, government, state or agency of a state, local or municipal authority or government body or any joint venture, association or partnership (whether or not having separate legal personality);
 - (H) a reference to a statute or statutory provision is a reference to it as amended, extended or re-enacted from time to time;
 - (I) a reference to a statute or statutory provision shall include all subordinate legislation made from time to time under that statute or statutory provision;
 - (J) any reference to a "**day**" (including within the phrase "**Business Day**") shall mean a period of 24 hours running from midnight to midnight;
 - (K) references to times are to London time;
 - (L) a reference to "**writing**" or "**written**" includes e-mails but does not include faxes;
 - (M) any obligation on a Party not to do something includes an obligation not to allow that thing to be done; and
 - (N) any words following the terms "**including**", "**include**", "**in particular**" or any similar expression shall be construed as illustrative and shall not limit the sense of the words, description, definition, phrase or terms preceding those terms.
- 1.2 The Annexes form part of this Agreement and shall have full effect as if set out in full in the body of this Agreement. Any reference to this Agreement includes the Annexes.
- 1.3 Clause and Annex headings shall not affect the interpretation of this Agreement.

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2. The Research Study and the Grant

- 2.1 The purpose of the Grant is to enable the Recipient to conduct the Research Study. You shall undertake the Research Study in the manner described in Annex 1, and shall not make any material change to the Research Study as described in Annex 1 without the prior written consent of CIFF.
- 2.2 The Grant shall only be used to fund the Research Study, and shall not be used for any other purpose (whether or not related to the Research Study) without our prior written consent. If we disburse any part of the Grant to you but you do not require such funds for the Research Study, you shall promptly notify CIFF and, within 14 days of such notification, return such funds to CIFF.
- 2.3 Without limiting the foregoing, the Recipient shall use the Grant solely for the charitable purposes contemplated by the Proposal and this Agreement. You shall in no event use any portion of the Grant to (i) engage in political propaganda; (ii) influence the outcome of any specific election for candidates to public office; (iii) make payments to a public official for the purpose of influencing any act or decision or inducing any breach of duty; (iv) induce violations of law or cause any improper private benefit to occur; or (v) provide any resources or support to individuals and organisations associated with terrorism.
- 2.4 The Recipient shall use the Grant, and operate the Research Study, in compliance with all applicable laws (including U.K. and U.S. anti-terrorism and sanctions laws and regulations). The Recipient shall also comply with all other laws and regulations to which it is subject, including those relating to charities, public liability, health and safety and employment.
- 2.5 The Recipient shall carry out all its responsibilities in relation to the Research Study and the Grant with all necessary skill, care and diligence in a timely and professional manner.
- 2.6 The participation and personal commitment of Venita Kaul of the Recipient (the "**Key Personnel**") have been key elements in our decision to support the Research Study. If the Key Personnel is, or is expected to be, disassociated from the Recipient and/or the Research Study for any reason, you shall notify us promptly, which notice shall include (or be followed promptly by) an explanation of the manner in which the Recipient and the Research Study will operate following the Key Personnel's departure. If we are not satisfied that the departure of the Key Personnel will not have a material adverse impact upon the Research Study or the achievement of its objectives, on time and within budget, we may suspend our funding for the Research Study until such time as we have been able to confirm these matters to our reasonable satisfaction.
- 2.7 As a charitable foundation focused on the welfare of children, CIFF requires all Recipients to have adopted appropriate policies for the protection of children. As a condition to receipt of the Grant, the Recipient warrants that it has adopted a child protection policy and implemented related procedures and systems and established codes of practice consistent with the standards established by the Keeping Children Safe Coalition as described in the publication "Keeping Children Safe: Standards for Child Protection" (available at <http://www.keepingchildrensafe.org.uk/>). CIFF recognises that the nature of appropriate child protection standards will vary depending on the nature of the organisation, the environment in which it operates and its level of contact with children, and it is therefore the Recipient's responsibility to determine how best to implement and maintain these standards. The Recipient's compliance with this clause may be subject to review and audit by CIFF and/or its representatives in accordance with clause 6 (Records and Audits).

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3. CIFF Contact

The CIFF Contact for the Research Study is Nalini Tarakeshwar, Executive Director, Performance Measurement & Effectiveness (telephone: 00 44 20 7025 7616; e-mail: Nalini@ciff.org). We may change the CIFF Contact or appoint additional contacts at any time; if we do we shall notify you of revised or additional contact details.

4. Budget, Milestones, Key Performance Indicators and Deliverables

- 4.1 You have proposed and we have approved a budget for the Research Study, which is attached as Annex 2 (the "Budget").
- 4.2 Expenditures in respect of the Research Study for the Grant Period shall be in accordance with the Budget.
- 4.3 If the Recipient forecasts a change in expenditure or reallocation between line items from an agreed budgeted amount of more than the lesser of 10 per cent. per annum (a "significant variance") in the Budget or in any major line item therein, the Recipient shall inform CIFF and seek its prior written approval of the significant variance, provided always that the total amount of the Grant shall not be exceeded.
- 4.4 Research Study expenditure and work at the local level shall begin on the date of signature of this Agreement, and this shall be referred to as the "**Research Study Start Date**". During the Grant Period, the Research Study shall meet the specific target deadlines specified for each of the agreed deliverables set out in Annex 3 (such deadlines being "**Milestones**"). Our disbursement of funding will be linked to your timely achievement of the agreed Milestones. If at any time you believe any of the Milestones will not be achieved in full by the applicable target deadline, you shall promptly notify the Portfolio Manager(s) to explain the delay and report on the steps that will be taken to address the causes of the delay.
- 4.5 The Recipient shall provide the following reports to CIFF:
- (A) All research study reports specified in Annex 3;
 - (B) All reports prepared for/after any project-related meetings such as those held by the Coordination Committee and Research Advisory Committee;
 - (C) Monthly reports (to be provided as soon as reasonably practicable following the calendar month end) on the progress of the Research Study (for the avoidance of doubt, such reports shall be the same progress reports as are provided by the Recipient to other funders of the Research Study);
 - (D) Quarterly financial reports (to be provided as soon as reasonably practicable following the calendar quarter end) setting out details of expenditures over the preceding quarter as compared to the Budget and with explanations of any significant variances (for the avoidance of doubt, such reports shall be the same quarterly financial reports as are provided by the Recipient to other funders of the Research Study).

The Recipient shall inform the CIFF Contact at least 6 weeks in advance of any Research Study-related meetings (such as those specified in sub-clause 4.5(B)) so that a representative of CIFF may attend should CIFF deem it desirable.

- 4.6 All Research Study-related reports shall include at a minimum (as data becomes available): study objectives, clear description of the study participants (households, children, ECE centres), methods used for recruitment and/or follow-up, tools used,

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statistical methods for analyses, findings, limitations of study and implications for pre-primary interventions. The findings should be broken down by relevant demographic variables (e.g. rural/urban), ECE centres, quality of teaching and other important aspects that are likely to influence the learning outcomes.

- 4.7 All Research Study-related reports shall include a certification by a responsible officer or other appropriate representative of the Recipient that the information in the report is a fair representation of the progress and performance of the Research Study.
- 4.8 The Recipient shall submit all Research Study-related reports electronically to the CIFF Contact, and shall also send a copy to Reports@ciff.org.
- 4.9 The Recipient shall also provide such additional reports or other information relating to the Research Study, the utilisation of the Grant and the Recipient itself that CIFF may from time to time reasonably request.

5. Payment Terms

- 5.1 CIFF shall disburse the Grant to the Recipient as set out in Annex 3. If for any reason a payment is re-scheduled to a later date, the re-scheduled payment will be subject to the Milestones and Deliverables applicable to such later date as outlined in Annex 3 unless otherwise agreed.
- 5.2 CIFF reserves the right to delay any payments under this Agreement if, in CIFF's opinion, the Grant funds due to be disbursed by CIFF are not then required for the success of the Research Study (for example, if there are unspent Grant funds already disbursed by CIFF sufficient for the Recipient to continue to operate the Research Study as outlined in the Proposal). In such circumstances, CIFF and the Recipient shall discuss in good faith whether appropriate revisions should be made to Annex 3.
- 5.3 If there are major changes in the amount of work, time and/or resources to complete the Research Study than anticipated, the Recipient shall inform CIFF immediately and the Parties shall discuss in good faith whether changes may be needed to this Agreement. In the absence of agreement between the Parties, however, this Agreement shall remain in force without change.
- 5.4 The Recipient shall be responsible for all costs of and expenses relating to the Research Study, including personnel costs, international and domestic flights, ground travel, lodging, meal and communication expenses and third party costs. All Research Study-related travel, lodging and similar expenses shall be undertaken on an appropriately economical basis to minimise Research Study costs.
- 5.5 The Recipient shall (as between the Recipient and CIFF) be responsible for all aspects of the Research Study and its administration, and shall ensure that CIFF has no liability for, or responsibility to, the Research Study. CIFF's only obligation in relation to the Research Study shall be to disburse the Grant to the Recipient as and when contemplated by this Agreement.

6. Records and Audits

- 6.1 The Recipient agrees to maintain full and accurate records and books ("**Records**"), in accordance with all applicable accounting standards, that enable CIFF to monitor all Research Study expenditures, determine how all Grant funds have been used and determine the Recipient's compliance with sub-clause 2.7. The Recipient shall keep copies of all Records and all other reports provided to CIFF for at least three years after the end of the Research Study.

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- 6.2 The Recipient agrees to make the Records available to CIFF and/or its representatives at reasonable times and locations for review and audit, and to comply with all reasonable requests of CIFF for information and interviews regarding the Research Study and use of the Grant.
- 6.3 The Recipient shall allow CIFF's representatives, including external consultants, to visit any Research Study sites and observe activities supported by the Grant on reasonable notice to enable CIFF to monitor the use of the Grant funds and evaluate the extent to which the objectives of the Research Study have been achieved in a successful and cost-effective manner. The Recipient agrees to provide reasonable assistance in connection with such visits, including by providing information regarding the Research Study activities and arranging times when appropriate Research Study personnel will be available.
- 6.4 The Recipient acknowledges that all organisations which receive grants from CIFF must keep CIFF fully informed of their progress and their future plans by promptly sending to CIFF such documents as their audited accounts, annual reports and strategy statements, and the Recipient agrees to provide all such information to CIFF.

7. Suspension or Termination of Grant/Agreement

- 7.1 CIFF shall have the right in its sole discretion to (i) suspend temporarily or indefinitely any or all payments of the Grant, and/or (ii) terminate the Grant, and/or (iii) terminate this Agreement, in each case with immediate effect by written notice to the Recipient, if:
- (A) the Recipient is in material or persistent breach of any of its obligations under this Agreement and, if the breach is capable of remedy, such breach has not been remedied within 10 Business Days after receipt by the Recipient of written notice from CIFF requiring such remedy;
 - (B) the Research Study has not achieved or appears unlikely to achieve its performance objectives, or is materially behind schedule, as indicated by a material failure to meet the Milestones, in each case in CIFF's reasonable opinion;
 - (C) the Research Study is suspended or materially altered, or there are significant variations from the Budget, in either case without CIFF's prior written approval;
 - (D) CIFF determines, after at least 30 days of consultation with the Recipient, that the Research Study and/or the achievement of its objectives has become unachievable, or otherwise appears unlikely or unable to achieve the goals set out in the Proposal, whether within the agreed timetable and Budget or at all, and whether due to events beyond the control of the Recipient or otherwise;
 - (E) the Recipient, and/or any of its officers, employees, members, representatives or agents, is charged with any criminal offence or is subject to allegations of criminal misconduct that, in either case, could have an adverse effect on the Research Study or on CIFF's reputation;
 - (F) the Recipient, and/or any of its officers, employees, members, representatives or agents, has acted dishonestly, fraudulently or negligently in connection with the Research Study or the Grant, or does something which brings, or could reasonably be expected to bring, CIFF, its members, officers, trustees, employees or agents into disrepute;

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- (G) CIFF reasonably suspects there to have been a breach of clause 8 and, having given notice to that effect to the Recipient, is not satisfied with the Recipient's response;
 - (H) any procedure is commenced for or in connection with the winding-up or re-organisation of the Recipient;
 - (I) any step is taken or any procedure is commenced for or in connection with the appointment of an administrator, receiver, administrative receiver or trustee in bankruptcy in relation to the Recipient or all or substantially all of its assets;
 - (J) the holder of any security over all or substantially all of the assets of the Recipient takes any step to enforce that security;
 - (K) all or substantially all of the assets of the Recipient are subject to attachment, sequestration, execution or any similar process;
 - (L) the Recipient is unable to pay its debts as they fall due;
 - (M) the Recipient enters into, or any step is taken, whether by the board of directors of the Recipient or otherwise, towards entering into a composition or arrangement with the Recipient's creditors or any class of them, including, but not limited to, a company voluntary arrangement or a deed of arrangement;
 - (N) the Recipient enters into, or any step is taken, whether by the board of directors of the Recipient or otherwise, towards any analogous procedure under the laws of any jurisdiction to the procedures set out in (H) to (M) above;
 - (O) the Recipient is no longer a not-for-profit organisation under the laws of India; or
 - (P) the departure of Key Personnel if, after consultations with the Recipient, CIFF is unable to confirm that the departure will not adversely affect the implementation or effectiveness of the Research Study.
- 7.2 If any of the circumstances set out in sub-clause 7.1 arises or is alleged, the Recipient shall, upon request by CIFF, assist CIFF in any investigation of the situation.
- 7.3 During any suspension of the Grant, the Recipient shall not use any unspent Grant funds without CIFF's written permission and shall, upon request, return any such funds to CIFF (together with any interest accrued thereon) pending resolution of the matter.
- 7.4 If and to the extent that the Grant (or any part of it) remains unspent at the end of the Grant Period or if the Research Study is for any reason terminated or abandoned at or before that time, the Recipient shall forthwith notify CIFF in writing of the amount of the Grant remaining unused and, unless CIFF specifically authorises the Recipient to retain all or any portion of the remaining amount for its other charitable activities, the Recipient shall immediately return such unused funds to CIFF (together with any interest accrued thereon). Such return of funds is without prejudice to any other rights that CIFF may have as a result of the situation that caused the termination.

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7.5 Neither the termination nor expiry of this Agreement shall affect any rights or obligations which may have accrued prior to such termination or expiry.

8. Anti-Bribery and Anti-Corruption

8.1 The Recipient shall:

- (A) comply with all applicable laws, statutes, regulations and codes relating to anti-bribery and anti-corruption, including but not limited to the Bribery Act ("**Relevant Requirements**");
- (B) not engage in any activity, practice or conduct which, notwithstanding the fact that it is not carried out in the UK, would constitute an offence under sections 1, 2 or 6 of the Bribery Act if such activity, practice or conduct had been carried out in the UK;
- (C) have and shall maintain in place throughout the term of this Agreement its own policies and procedures, including adequate procedures under the Bribery Act, to ensure compliance with the Relevant Requirements, and sub-clause 8.1(B), and will enforce them where appropriate;
- (D) promptly report to CIFF and request or demand for any undue financial or other advantage of any kind received by the Recipient in connection with the performance of this Agreement;
- (E) immediately notify CIFF in writing if a foreign public official becomes an officer or employee of the Recipient or acquires a direct or indirect interest in the Recipient, and the Recipient warrants that it has no foreign or public officials as officers, employees or direct or indirect owners at the date of this Agreement;
- (F) at the same time as the first report is sent to CIFF under sub-clause 4.6, certify in writing signed by an officer of the Recipient compliance with this clause 8 by the Recipient and all persons associated with it. The Recipient shall provide such supporting evidence of compliance as CIFF may reasonably request.

8.2 The Recipient shall ensure that any person associated with the Recipient who is assisting the Recipient to deliver outcomes in respect of the Research Study (including any sub-contractor) does so only on the basis of a written contract which imposes on and secures from such person terms equivalent to those imposed on the Recipient by this clause 8 ("**Relevant Terms**"). The Recipient shall be responsible for the observance and performance by such persons of the Relevant Terms, and shall be directly liable to CIFF for any breach by such persons of any of the Relevant Terms.

8.3 Breach of this clause 8 shall be deemed a material breach under sub-clause 7.1(A).

8.4 For the purpose of this clause 8, the meaning of adequate procedures and foreign public official and whether a person is associated with another person shall be determined in accordance with section 7(2) of the Bribery Act (and any guidance issued under section 9 of that Act), sections 6(5) and 6(6) of that Act and section 8 of that Act respectively. For the purpose of this clause 8, a person associated with the Recipient includes but is not limited to any sub-contractor of the Recipient.

8.5 For the avoidance of doubt, compliance by the Recipient with the Relevant Requirements includes (without limitation) not, directly or indirectly, either in private

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business dealings or in dealings with the public sector, offering, giving or agreeing to offer or give (either alone or in agreement with others) any payment, gift or other advantage with respect to any matters which are the subject of this Agreement which (i) would violate any anti-corruption laws or regulations applicable to the Recipient or to CIFF, (ii) is intended to, or does, influence or reward any person for acting in breach of an expectation of good faith, impartiality or trust, or which it would otherwise be improper for the recipient to accept, (iii) is made to or for a public official with the intention of influencing him and obtaining or retaining an advantage in the conduct of business, or (iv) which a reasonable person would otherwise consider to be unethical, illegal or improper.

9. Publicity and Confidentiality

- 9.1 Subject to clause 12.2, no reference to CIFF, CIFF's funding of the Research Study (including the Grant) or any person's association with CIFF shall be made in any public announcement including press releases, articles, other written statements, lectures and presentations without CIFF's prior written approval.
- 9.2 CIFF shall have the right to refer to the Grant and its support of the Research Study in its annual reports, on its website, and in other similar communications.
- 9.3 The Recipient shall notify CIFF and obtain prior written approval to use CIFF's name for any purpose other than to acknowledge the receipt of funding from CIFF. Neither party shall make use of the logo or emblem of the other without prior written approval.
- 9.4 From time to time the Recipient may receive confidential information regarding CIFF or its employees, officers, trustees, donors, representatives or advisers ("**Confidential Information**"), including (i) the terms of this Agreement; (ii) any information relating to the affairs, grantees, donors, suppliers, plans, operations, strategies, initiatives or investments of CIFF; or (iii) any information that CIFF or any of its representatives has marked or otherwise indicated to be confidential.
- 9.5 The Recipient shall:
- (A) not disclose any such Confidential Information to any person other than any of its directors, officers or employees who need to know such information in order to discharge their duties;
 - (B) not use such Confidential Information except as reasonably required in relation to the Research Study or under this Agreement; and
 - (C) procure that any person to whom any Confidential Information is disclosed by it complies with the restrictions contained in this clause as if such person were a party to this Agreement.
- 9.6 Notwithstanding the other provisions of this clause, the Recipient may also disclose Confidential Information (i) to the extent required by law, by any governmental or other regulatory authority or by a court or other authority of competent jurisdiction; (ii) to its professional advisers, auditors and bankers provided they have a duty to keep such information confidential; (iii) to the extent the information has come into the public domain through no fault of the Recipient; or (iv) to the extent that CIFF has given its prior written consent to the disclosure.
- 9.7 Any information to be disclosed pursuant to sub-clause 9.8(i) shall be disclosed only after consultation with CIFF, to the extent the Recipient is legally permitted to do so.

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10. Intellectual Property

The Recipient shall own all right, title and interest in and to all intellectual property, including without limitation, all copyrights, software code, inventions, patents, databases, confidential information and know-how but excluding any and all trademarks, created, developed, produced, conceived and/or reduced to practice by either of the Parties (whether jointly or individually) for or in connection with the Research Study (the "**Research Study IP**"). The Recipient agrees to use the Research Study IP solely in connection with or in furtherance of its charitable mission and purposes. The Recipient hereby grants to CIFF a perpetual, irrevocable royalty-free licence to use, modify, prepare derivative works of, license and sublicense the Research Study IP solely in connection with or in furtherance of its charitable mission and purposes. If either Party prepares derivative works of any Research Study IP, such Party will own all intellectual property rights in such work exclusively.

11. Relationship Between the Parties

- 11.1 Nothing in this Agreement (and no action taken by the Parties under this Agreement) is intended to, or shall be deemed to, establish any partnership or joint venture between the Parties, nor create any employment relationship, nor constitute either Party the agent of the other Party, nor authorise either Party to make or enter into any commitments for on behalf of the other Party.
- 11.2 The Recipient shall not use any independent subcontractors, consultants or other third parties to carry out any material aspects of the Research Study without the prior consent of CIFF. If and to the extent that such subcontractors, consultants or other third parties are used, the Recipient shall in its contractual and other relations with such persons seek to ensure the compliance of such persons with the material elements of this Agreement, including those relating to child protection policies (where such persons will be in contact with children), performance measurement and external evaluation, audits and record-keeping, publicity and confidentiality, Intellectual Property Rights and anti-bribery and corruption.

12. Academic Research Exception

- 12.1 CIFF shall be entitled to publish or otherwise utilise any Deliverables and all data gathered, analysed, organised and summarised into any format, including all schedules, exhibits, annexures, files and databases (together, the "**Data**") for any purpose, in its sole discretion. The Recipient shall, and shall procure that any Sub-Contractor shall, execute all documents and do all acts reasonably necessary to vest in CIFF the ownership necessary to enable it to do so. The Recipient shall be entitled to publish or otherwise utilise the Data pursuant to this clause 12.
- 12.2 Notwithstanding the restrictions in clause 9 (Confidentiality), CIFF hereby agrees that the Recipient shall be entitled to use information in Deliverables or Data for the purposes of its own academic research and in order to add to the stock of knowledge in the child wellbeing and education field. The Recipient may publish one or more articles in academic journals, or present a research paper orally or in writing or both, or deliver a lecture or make a similar academic presentation, based upon Deliverables and Data, but only in accordance with the following:
- (A) the Recipient shall notify CIFF at least 10 Business Days in advance of the submission of a manuscript or an abstract of an article or similar written work to a journal or any other publisher, or of any other dissemination of written work, containing or based upon Deliverables or Data, and the Recipient shall provide CIFF with a copy of such manuscript or an abstract of an article or written work or of any other dissemination of written work, together with a written explanation of the expected use of such Deliverables or Data, at least

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- 10 Business Days in advance of the submission to a journal or other publisher;
- (B) the Recipient shall acknowledge CIFF's role in facilitating the creation, collection or compilation of such information or Data in any such publication, such acknowledgement to state "*Research for [this article] was funded by The Children's Investment Fund Foundation (UK) ("CIFF"). The views, opinions, assumptions or any other information set out in [this article] are solely those of the author[s] and should not be attributed to CIFF or any person connected with CIFF.*" or to be in such other form as may be approved by CIFF in advance;
 - (C) to the extent the Recipient shall use any information set out in any Deliverables or Data in any article or other publication, such publication shall state that the views, opinions, assumptions or any other information set out in such publication are those of the Recipient and should not be attributed to CIFF or any person connected with CIFF;
 - (D) the Recipient's use of Deliverables and Data shall not be in any way detrimental or adverse to the interests of CIFF; and
 - (E) any such publication or statement shall comply with all applicable laws and regulations including data protection and privacy laws and regulations, and (even if no such laws or regulations prohibit the same) no such use of information or Data may disclose any personal information relating to any identifiable individual without such individual's prior written consent.

13. Warranties

The Recipient hereby represents and warrants to CIFF that:

- 13.1 the Recipient is a validly constituted legal entity, established as a not-for-profit organisation under the laws of India, with the legal authority to undertake the Research Study, receive the Grant and enter into this Agreement;
- 13.2 the representative of the Recipient signing this Agreement is duly authorised to sign on its behalf;
- 13.3 at the date of this Agreement (and at the date any portion of the Grant is paid to the Recipient), it is and will be authorised to accept the Grant in accordance with the terms of this Agreement;
- 13.4 all authorisations, approvals, consents, licences and other matters, official or otherwise which the Recipient is required to obtain in connection with the Research Study have been received and are and will during the Grant Period remain in full force and effect;
- 13.5 all financial and other information concerning the Recipient which has been disclosed to CIFF is, to the best of the Recipient's knowledge and belief, true and accurate;
- 13.6 it is not aware of anything in its own affairs, which it has not disclosed to CIFF or any of CIFF's advisers, which might reasonably have influenced the decision of CIFF to fund the Research Study;
- 13.7 since the date of its last accounts there has been no material change in its financial position or prospects;
- 13.8 it has not committed, nor shall it commit, an offence under the Bribery Act; and

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13.9 it shall at all times comply with all relevant legislation and all applicable codes of practice and other similar codes or recommendations, and shall notify CIFF immediately of any significant departure from such legislation, codes or recommendations.

14. Notices

14.1 Any notice or other communication under this Agreement shall only be effective if in writing and in the English language. Any such notice or communication shall be sent to the postal or email address of the other Party and marked for the attention of the individual as set out below (provided that a Party may change its notice details by giving notice to the other Party of the change in accordance with this clause).

In the case of CIFF:

For originals of the contract and payment requests:	Finance and Operations The Children's Investment Fund Foundation (UK) 7 Clifford Street London W1S 2FT
---	---

For administrative documents and other matters:	CIFF Contact E-mail: see clause 3
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In the case of the Recipient:

Address:

To the attention of:	Ms. Sumati Kumar Registrar, AUD Email: sumati@aud.ac.in
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14.2 Any notice given under this Agreement shall, in the absence of earlier receipt, be deemed to have been duly given as follows:

- (A) if delivered personally, on delivery;
- (B) if sent by first class inland post, two clear Business Days after the date of posting;
- (C) if sent by airmail, six clear Business Days after the date of posting; and
- (D) if sent by email, at the expiration of 48 hours after the time it was sent, provided that a successful delivery report has been received by the Party sending the notice.

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15. Force Majeure

- 15.1 The Recipient shall not be liable by reason of any failure or delay in the performance of this Agreement if and to the extent such failure or delay arises out of acts, events, omissions or accidents beyond the reasonable control of the Recipient not involving the intentional breach of this Agreement or the negligence or fraud of the Recipient, its affiliates and their respective members, officers, employees or agents ("**Force Majeure Event**").
- 15.2 Force Majeure Event includes but is not limited to acts of God, acts of insurrection, fires, floods, epidemics, quarantines, strikes and labour disputes.
- 15.3 The absence of liability referred to in sub-clause 15.1 shall not limit CIFF's right to terminate the Agreement in accordance with sub-clause 7.1.
- 15.4 This clause 15 only applies if the Recipient:
- (A) promptly notifies CIFF in writing of the nature and extent of the Force Majeure Event causing its failure or delay in performance;
 - (B) could not have avoided the effect of the Force Majeure Event by taking precautions which, having regard to all matters known to it before the occurrence of the Force Majeure Event and all relevant factors, it ought reasonably to have taken but did not take; and
 - (C) has used reasonable endeavours to mitigate the effect of the Force Majeure Event and to carry out its obligations under this Agreement in any other way that is reasonably practicable.

16. General

- 16.1 This Agreement and any dispute or claim arising out of or in connection with it or its subject matter or formation (including non-contractual disputes or claims) shall be governed by and construed in accordance with the law of England and Wales.
- 16.2 The Recipient may not assign, or purport to assign all or any part of the benefit of, or its rights or benefits under, this Agreement without the prior written consent of CIFF. CIFF may at any time assign all or any part of the benefit of, or its rights or benefits under, this Agreement.
- 16.3 This Agreement comprises the entire agreement of the Parties in relation to the Research Study and the Grant, and supersedes any prior agreements, arrangements or understandings between them of any kind.
- 16.4 This Agreement may only be varied in writing signed by each of the Parties. Any provision of this Agreement may only be waived in writing by the Party providing the waiver.
- 16.5 No failure or delay by a Party to exercise any right, power or remedy provided under this Agreement or by law shall constitute a waiver of that or any other right, power or remedy, nor shall it preclude or restrict the further exercise of that or any other right, power or remedy. No single or partial exercise of such right, power or remedy shall preclude or restrict the further exercise of that or any other right, power or remedy.
- 16.6 If any court or competent authority finds that any provision of this Agreement (or part of any provision) is invalid, illegal or unenforceable, that provision or part-provision

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shall, to the extent required, be deemed to be deleted, and the validity and enforceability of the other provisions of this Agreement shall not be affected.

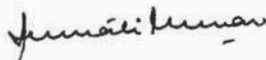
- 16.7 If any invalid, unenforceable or illegal provision of this Agreement would be valid, enforceable or legal if some part of it were deleted, the provision shall apply with the minimum modification necessary to make it legal, valid and enforceable.
- 16.8 This Agreement may be executed in any number of counterparts, and by the Parties on separate counterparts, but shall not be effective until each Party has executed at least one counterpart. Each counterpart shall constitute an original of this Agreement, but all the counterparts shall together constitute but one and the same instrument.
- 16.9 A person who is not a Party to this Agreement shall not have any rights under the Contracts (Rights of Third Parties) Act 1999 to enforce any term of this Agreement.
- 16.10 If any dispute arises out of or in connection with this Agreement then the Parties shall within 10 business days of a written request from either Party meet in a good faith effort to resolve the dispute. To the extent not amicably resolved within 15 business days of such request, any dispute arising out of or in connection with this Agreement, including any question regarding its existence, validity or termination, shall be referred to and finally resolved by arbitration under the rules of the London Court of International Arbitration, which rules are deemed to be incorporated by reference into this clause. The number of arbitrators shall be one. The seat, or legal place, of arbitration shall be London, England. The language to be used in the arbitral proceedings shall be English.

We look forward to a productive and successful.

Yours sincerely,

Jamie Cooper-Hohn
Chief Executive Officer
The Children's Investment Fund Foundation (UK)

We have read, understand and agree to the terms and conditions contained in the foregoing Agreement:



Name: **SUMATI KUMAR**
Title: **REGISTRAR**
Duly authorised for and on behalf of the Recipient

Dated:



Registrar
AMBEDKAR UNIVERSITY, DELHI
Sector 14, Okhla, New Delhi-110077
Website: www.aud.ac.in

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PLEASE SIGN AND DATE BOTH LETTERS AND SEND ONE ORIGINAL, ALONG WITH THE PAYMENT FORM, TO THE ADDRESS DETAILED BELOW. THE SECOND LETTER IS FOR YOUR RECORDS.

Please return an original of the signed agreement by courier to:

Finance and Operations

The Children's Investment Fund Foundation (UK)

7 Clifford Street

London

W1S 2FT

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Annex 1 – Research Study

The Recipient will use the Grant to fund the India Early Childhood Education (ECE) Longitudinal Study, exploring the impact on children of different models of ECE in India, and their effect on educational and behavioural outcomes at the primary education stage.

Rationale

This study is proposed in the context of the above concerns and changes in the Indian early learning space. It is based on the premise that learning and development are continuous and cumulative processes and any approach to address quality and equity at the primary stage needs to begin first by helping children develop a sound foundation, prepare for school and then make a smooth transition to school.

Along with cognitive and academic abilities that are important for a child to be ready (and successful in school years), another very important aspect is personal and social adaptation to the school/classroom environment that encapsulates school readiness. Socio-emotional skills and behaviours become an important factor in school readiness because of its effect both on individual learning and classroom dynamics.

While there is evidence of the importance of school readiness and adaptive behaviour in western literature, there is no research in the Indian context on assessing the status of these two variables or their impact on children's performance at the primary stage of education. This study therefore aims to explore the impact of quality variations in preschool education on these two significant variables and further explore their sustained impact at the later stages of schooling.

Objectives

The objectives of the study are five-fold:

1. to understand the current trends in participation of 4 to 5 year old children in ECE programmes;
2. to study variations in content and processes, as practiced in ECE across public, private and non-profit sectors;
3. to assess levels of school readiness among 5 year olds (the official age for entry to primary school) and its relationship with quality of ECE participation;
4. to explore and empirically identify essential and non-negotiable quality elements for any ECE programme in the Indian context, which will ensure sustained impact on elementary education goals and contribute to overall development of the child;
5. to standardize a comprehensive tool to assess quality in ECE.

Design

The study's design consists of a combination of (a) a longitudinal quasi experimental and survey design and (b) quantitative methods and qualitative case studies. This mixed method approach is expected to facilitate a more nuanced and comprehensive understanding of the quality dimensions of early learning programmes. The design described below is a result of a pilot study carried out in 2011, which helped improve the methodology, tools, and data analysis. The assessment tools used in the study are included in Annex A. One of the proposed benefits of the study is to introduce both a culture of, and instruments for, measurement in the Indian pre-school context.

The timeline of the study spans from October 2010 to December 2016, separated into Phase I (Oct 2010 – Dec 2012) and Phase II (Jan 2013 – Dec 2016).

Geographically, the study covers three states in India, namely Andhra Pradesh, Assam, and Rajasthan, in order to capture the social and ethnic diversity of the country as well as variation in the quality of ECE programmes. Both urban and rural populations will be sampled in the study.

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The five objectives specified above are being addressed through three separate components or strands in the study. Starting with a large scale survey to generate district level estimates of specific indicators, each subsequent strand will comprise more in-depth, detailed data collection and analysis on a smaller subset of the original sample, as depicted in the following table and described below:

Strands	Objectives	Method	Sample per state
A	Objectives 1 and 2: To derive district level estimates of current trends in ECE participation of 4-5 year olds and school readiness levels at 5 years	Survey method with randomized sampling	6,000 4-5 year old children; 360 ECE Centres; 120 villages;
B	Objectives 3 and 4: To study variations in content and processes across ECE Centres; and to identify quality related elements that demonstrate immediate impact on school readiness and adaptive behavior and on medium-term impact on primary school outcomes.	Quasi -experimental design with longitudinal follow up.	1,000 4-5 year old children; 20 rural/urban sites
C	In-depth case studies of known practices in ECE	Qualitative analysis and documentation	6-7 case studies across states

Strand A follows a survey mode to primarily address Objectives 1 and 2, i.e. to derive district levels estimates of current trends in participation of 4 to 5 year olds in ECE and school readiness among 5 year olds.

Under this strand the following activities are being undertaken:

1. a detailed survey of the households of sampled 4 year olds;
2. pre and post test assessment of their levels of school readiness at ages 4 and 5 years respectively;
3. a rapid facilities assessment of programmes which the sampled children are attending;
4. quarterly tracking visits to assess/estimate 'dosage' in terms of children's extent/quantum of participation in ECE programmes.

Strand B follows a subset of the children sampled in Strand A in longitudinal mode to address Objectives 3 and 4. It aims to study variations in the content and methods used across ECE programmes in public, private and non-profit sectors. On the basis of this data, the study will empirically identify quality related elements in the ECE programmes that demonstrate significant impact on an immediate term basis on levels of school readiness and adaptive

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behavior and subsequently more sustained impact on children's cognitive and behavioral outcomes along the primary stage.

Activities 1, 2 and 4 under Strand A are being undertaken in Strand B as well. In addition, the following activities are also being carried out:

1. assessment of children's levels of adaptive behavior;
2. detailed facility survey through a fully day of observation per Centre to study the content and methods used in the range of ECE programmes. The quarterly tracking visits will for the Strand B sample of Centres additionally include one day observation of programme quality.

Strand C will consist of in-depth qualitative case studies to provide a more nuanced assessment of quality in ECE in terms of content, process, facilities and financing of some known practices/programmes in ECE across different states in the country, including those not covered in the sample of the study. It is proposed to carry out 8 case studies of well known practices in ECE across states. These have been finalized through a workshop of experts in qualitative research.

Implementation Agency and Management Committees

The study is being coordinated and led by Centre for Early Childhood Education and Development (CECED) Ambedkar University, Delhi in partnership with ASER Centre. The study is also conducted with the help of state partners in Andhra Pradesh (Andhra Mahila Sabha) and Assam (Regional Centre NIPCCD, Guwahati) and CECED in Rajasthan.

The Principal Investigator, Venita Kaul, is a leading expert in early learning in India and is an active member of the following committees:

- Committee to advise MHRD on the Right to Education;
- Committee set up by MHRD to assess feasibility and plan for of making preprimary education for 4 to 6 year olds a fundamental right;
- Committee constituted by MWCD to formulate policy on ECE in India. This Committee is also looking at the curriculum, standards and regulatory framework;
- Committee for development of Approach Paper on Elementary education for the 12th fifth year plan which has been submitted to the Planning Commission and which has a full chapter on preschool Education;
- Member of the National Council of Teacher Education (NCTE) which is a statutory body for regulating training in all sectors of education.

Coordination Committee

Given the multiple partners and stakeholders proposed to be involved in the study, a Coordination Committee has been constituted which meets once in a quarter. The terms of reference of this committee are to (a) review the implementation plan and progress on a quarterly basis (b) decide on and review funding allocations and accounting mechanisms (c) facilitate and resolve any logistical issues with regard to implementation of the study at central and state levels.

The Coordination Committee comprises of the following representatives:

- representatives of funding organizations (listed at Annex B);
- representatives from Government of India MHRD and MWCD;
- research investigators from partnering organizations, especially ASER;
- representative of the CECED Advisory Committee;
- representatives of CECED.

Research Advisory Committee (RAC)

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The methodology for the study, including sample selection, preparation of tools, analysis plan, has been finalized in consultation with a Research Advisory Committee constituted specifically for the project. This Committee is comprised of research experts, both national and international, research partners and institutions, representatives from National organizations and representatives of the funding agencies.

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Annex 2 – Research Study Budget (in USD)

Items		2013	2014	2015	2015	Total	% of total
A. CECED Management and Coordination							
1	Salaries	40,320	44,252	45,158	45,965	175,795	13.3%
2	Project operation	3,000	0	0	0	3,000	0.2%
3	Monitoring and case studies	34,800	36,080	36,736	21,090	128,706	9.7%
4	Advocacy and communication	7,000	9,350	24,040	14,820	55,810	4.2%
5	Data entry	1,500	3,300	3,360	4,560	12,720	1.0%
6	Administrative support	4,000	4,400	4,480	4,560	17,440	1.3%
7	Over-head (15%)	13,593	14,622	17,156	12,649	59,021	4.5%
Total for Management and Coordination		104,213	112,104	131,531	104,644	452,492	34.3%
State-level implementation in Assam, Andhra Pradesh, Rajasthan							
1	Research team	100,800	126,720	129,024	94,392	450,936	34.1%
2	Team travel	15,000	16,500	16,800	6,840	55,140	4.2%
3	Stationery and printing	4,500	4,950	5,040	5,130	19,620	1.5%
4	Assessments	34,560	57,024	36,707	44,323	174,614	13.2%
5	Field coordination	720	1,188	1,210	1,231	4,349	0.3%
6	Data entry	6,000	6,600	6,720	6,840	26,160	2.0%
7	Administrative support	6,000	6,600	6,720	5,130	24,450	1.9%
8	Over-head (15%)	25,137	32,937	30,633	24,583	113,290	8.6%
Total for State-level Implementation		192,717	252,519	234,854	188,469	868,560	65.7%
Grand Total		296,930	364,624	366,384	293,113	1,321,051	

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Annex 3 – Payment and Milestones and Deliverables Schedule

Tranche 1: USD 50,000 shall be paid within 14 days of 1 September 2012, subject to receipt of a payment request for this amount and satisfactory completion and delivery to CIFF of any reports required under clause 3 of the Agreement and the Deliverables set out below:

Phase	Deliverable	Milestone
Pretest to post test (age 5 years), August 2011 to March 2013	1. Report on trends in participation in ECE in three states	31 July 2012
	2. Report on variations in quality of ECE across sectors in three states	31 August 2012

Tranche 2: USD 100,000 shall be paid within 14 days of 30 June 2013, subject to receipt of a payment request for this amount and satisfactory completion and delivery to CIFF of any reports required under clause 3 of the Agreement and of the Deliverables set out below:

Phase	Deliverable	Milestone
Pretest to post test (age 5 years), August 2011 to March 2013	3. Eight case studies of good practices in ECE by 31 May 2013	31 May 2013
	4. Report on levels of school readiness among five year olds at time of school entry by 30 June 2013	30 June 2013
	5. Report on impact of quality variations in ECE on levels of school readiness by 30 June 2013	30 June 2013
	6. Written update from the Recipient on external funding, confirming at least \$450,000 additional funds committed to fund the Research Study	30 June 2013

Tranche 3: USD 150,000 shall be paid within 14 days of 30 September 2014, subject to receipt of a payment request for this amount and satisfactory completion and delivery to CIFF of any reports required under clause 3 of the Agreement and of the Deliverables set out below:

Phase	Deliverable	Milestone
Cohort follow up (age 6), April 2013 to March 2014	7. Report on impact of school readiness levels of children at entry on primary level participation and performance at age 6	30 September 2014
	8. Report on trends in quality of early schooling at grade 1 level in three states	30 September 2014
	9. Written update from the Recipient on external funding, confirming at least \$1,020,000 additional funds committed to fund the Research Study (which, for the avoidance of doubt, shall included the \$450,000 of funds referred to under Deliverable 6)	30 September 2014

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The Recipient shall also complete and deliver to CIFF the following Deliverables in accordance with the following timetable:

Phase	Deliverable	Milestone
Cohort follow up (age 7), April 2014 to March 2015	10. Report on impact of school readiness levels of children at entry on primary level participation and performance at age 7	30 September 2015
	11. Report on trends in quality of early schooling at grade 2 level in three states by	30 September 2015
Cohort follow up (age 8), April 2015 to September 2016	12. Report on impact of school readiness levels of children at entry on primary level participation and performance at age 8 by	30 September 2016
	13. Report on trends in quality of early schooling at grade 3 level in three states by	30 September 2016
	14. Consolidated report of the project for the entire ECE stage in terms of impact of quality of ECE and early schooling on participation, retention and performance of children in three states by	30 September 2016

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**The Children's Investment Fund Foundation (UK)
Grant Payment Request Form**

The Children's Investment Fund Foundation (UK) ("CIFF") can send your Grant award by wiring funds directly to your group's bank account.

Please complete the table below with details of your organisation's bank account – **each row must be completed in order for CIFF to transfer the funds to you.**

If you are completing the table by hand, please write your responses clearly, and complete the address fields in full, using no abbreviations. Note that CIFF cannot make a payment to the account of an individual if the Grant is given to an organisation.

For timely disbursement, please send a scanned copy of the completed form to nalini@ciff.org and paymentrequests@ciff.org.

Date.....

Name of organisation holding the bank account:	BHARAT RATAN DR. B.R AMBEDKAR UNIVERSITY, DELHI
Sort code and bank account number:	2881101004066
U.S. ABA bank routing number:	CP0959
Branch code OR Swift code:	CNRBINBDFM
Bank name:	CANARA BANK
Bank address (including street and building number: city, county/state, post code & country:	SECTOR-6, DWARKA, NEW DELHI-110075
Bank phone and fax number:	011- 25074274
Amount to be paid (in USD):	300.000
Name, email address, and phone number of person to be contacted when deposit is made:	MS. SUMATI KUMAR, sumati@aud.ac.in 011-23865089

Please confirm the amount and date that you receive the funds. Thank you.

Signature, Chief Financial Officer/Controller

Corporate stamp or seal, if applicable


 वित्त नियंत्रक
CONTROLLER OF FINANCE
 अम्बेडकर विश्वविद्यालय, दिल्ली

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SIR RATAN TATA TRUST

Bombay House • Homi Mody Street • Mumbai - 400 001 • Tel. : 6665 8282 • Fax : 022-6665 8013

First Copy
(Send this Copy back
to Trust)

December 18, 2013/20th February 2014.

Dr. Venita Kaul
Centre for Early Childhood Education and Development (CECED)
Ambedkar University
Lothian Road, Kashmere Gate
Delhi-110 006

Grant Id¹: Edu-AJD-20130416

Project: "Developing and Launching Academic Programmes in Early Childhood Care and Education"

Dear Dr. Kaul,

We are pleased to inform you that the Trustees of the Sir Ratan Tata Trust, have approved a grant of Rs. 7,000,000/- (Rupees Seven Million only) to Center for Early Childhood Education and Development (CECED), Ambedkar University, Delhi for "Developing and Launching Academic Programmes in Early Childhood Care and Education"

The grant is made subject to the following terms and conditions:

- Amount of Grant: Rs. 7,000,000/-
- Term: Twenty-Four Months; commencing from December 2013 to November 2015.
- Purpose: This grant is to be specifically used for the purposes set out in Annexure 1 hereto.

Disbursement of the Grant:

The grant will be disbursed in the following installments over 2 years.

Installment No.	Period	Amount	To be released against funds raised towards the project from Other Sources
1	December 2013	Rs. 2,000,000/-	-
2	June 2014	Rs. 1,500,000/-	Rs. 1,500,000/-
3	December 2014	Rs. 1,500,000/-	Rs. 1,800,000/-
4	May 2015	Rs. 2,000,000/-	Rs. 2,700,000/-
Total		Rs. 7,000,000/-	Rs. 6,000,000/-

The installments mentioned above would be contingent upon CECED, Ambedkar University, Delhi raising contribution from 'Other Sources' as listed in the table above.

Disbursements will be subject to review by the Trust and the availability of funds. However, the Trust will not be responsible or held liable for any consequences that may arise if future disbursements are not made due to any cause beyond the control of the Trust and not an act, deed or omission attributable to the Trust.

Kindly ensure that the balance at the end of the month, prior to the disbursal of the installment is clearly mentioned in all request/s and report/s submitted prior to the next installment.

Utilization of funds:

The Grant has been made only for the purposes stated in Annexure 1 and any variation made, without the prior written approval of the Trust will be seen as a ground for termination of the Grant.

The Trust discourages funds from Other Sources being used for the specific line items supported by the Trust unless specified in the Annexure 1 of this grant letter. The Trust will release the installment

¹ Please mention this grant id in all the Trust related correspondences

Website : www.srft.org



Registrar
Bharat Ratna Dr. B. R.
Ambedkar University, Delhi
Lothian Road, Kashmere Gate
Delhi-110006
Website : www.srft.org

Manoj Kumar
20/2/2014

SIR RATAN TATA TRUST

after review of the utilization as per the reports (as mentioned in the Grant Letter) submitted by CECEd, Ambedkar University, Delhi. Therefore, CECEd, Ambedkar University, Delhi may request for the next installment in advance to mitigate risks of shortfall of funds and utilization of funds from other sources to temporarily bridge the gap.

Separate Bank Account

Center for Early Childhood Education and Development, Ambedkar University, Delhi will maintain a separate bank account for funds received from the Trust. All receipts and payments related to the said project must be made through this account.

Books of Accounts

A separate set of Books of Accounts will also be maintained to show the various expenses incurred from various funds. The Standard Accounting Package used by your organization should ensure that separate cost centers are maintained for each line item mentioned in the Annexure 1. Also, please ensure that expenses made towards each of the sub line items are traceable through the cost center wise statements.

The Trust encourages maintenance of accounts through adequate usage of the licensed version of any Accounting Package, as a prudent practice in the interest of your organization.

Procedure for Booking of Expenses:

Based upon project design, expenditure must be grouped under three main heads:

- (i) Funds to be spent directly by the Grantee,
- (ii) Funds to be transferred to the account of another implementing or partner organization/s (if appropriate), and
- (iii) Funds to be transferred to a community based organization/s (**Not Applicable**)

The grouping of various budget items under these two/three heads must be as per activities, indicated in Annexure 1.

Accounts of all project-linked organizations are subject to audit by the Trust. In specific cases where project activities involve funds to be transferred to direct and collaborative work with communities, a Joint Bank Account must be opened, which would be operated with joint signatures of representatives of the concerned grantee/organization and the community based organization implementing the activities. Maintenance of this joint account shall be the responsibility of the community-based organization. The community-based organization must maintain separate books of accounts for the funds received and payments made. Their books of accounts shall be available for public scrutiny and for all periodic audits conducted by the Trust. Details regarding operationalization of the above need to be shared with the Trust within six months of the commencement of the project. (**Not Applicable**)

Accounts of all project-linked institutions are subject to audit by the Trust.

Procurement Systems for Goods and Services Purchased:

The Trust encourages a transparent procurement system for purchase of goods and services. The second installment would be disbursed contingent approving the system being used by the grantee for the procurement of goods and services. This should be submitted to the Trust by CECEd, Ambedkar University, Delhi. Your procurement guidelines should contain the following details regarding:

- i. Purchase committee: Members, Role, and Authority
- ii. Threshold for quotations
- iii. Bidding systems
- iv. Tendering procedures
- v. Maintenance of the purchase files, etc.

Cash Payments :

Cash withdrawals to make payments are permitted where the same is supported by proper vouchers, invoices, etc., subject to a maximum limit of Rs. 5,000/-. All payments should be made by crossed Account Payee cheque or Demand Draft.

Jyoti Kaur
20/12/2014
Registrar 2
Bharat Ratna Dr. B. R.
Ambedkar University, Delhi
Lohian Road, Kashmir Gate
Delhi-110006
Website: www.aud.or.in



Interest earned on Grant Funds

The Grantee should keep any unspent balance invested and avoid keeping a balance of more than next two months budgeted expenses in hand. Idle grant balance should be invested in permissible investments under Section 11(5) of the Income Tax Act, after due approval of the CECED, Ambedkar University, Delhi Board/ Governing Body. Interest received on grant funds must be reported to the Trust (as a part of the Financial Report) as per Annexure 2 and should be credited into the dedicated Bank Account. Interest should be used towards line items stated in the Grant Letter only with prior approval of the Trust.

Reports – AWP, Baseline, Narrative and Financial

1) Annual Work Plan (AWP):

The Annual Work Plan for the period of twelve months will comprise of:

- a. Separate description of the various activities being planned for the year
- b. Target for each programme line item with reference to the operational plan
- c. Estimated budget for programme and non-programme line items
- d. Detailed cost estimates need to be prepared for each line item, specifying numbers, unit costs, etc. and approved as part of the annual work plan review exercise
- e. Contribution from other sources for the overall funding of the programme.
- f. Detailed strategy and action plan for partnership development with various Government organizations for resource mobilization
- g. Impact indicators, tools of verification for each of the proposed activities
- h. Detailed strategy for working with CBCs and their capacity building.(not applicable)

The consolidated Work Plan comprising the above needs to be shared with the Trust. The Work Plan should be submitted by December 31, 2013 in Year 1 for a period of 12 months starting from December 1, 2013 to November 30, 2014. The second Work Plan for the period December 1, 2014 to November 30, 2015 should be submitted by December 1, 2014 and would be for a period of twelve months. The process of finalization will include a comprehensive review and approval from Trust

2) Baseline Survey Report

A comprehensive Baseline Survey Report needs be submitted to the Trust. The parameters for baseline data collection and the monitoring indicators should be developed jointly in consultation with the Trust team/ representatives. The baseline survey is not needed because the project is aimed at developing material towards starting a post-graduation course on Early Childhood Development; However they would be doing a situational analysis to gauge the expectation of the target group from this kind of a course.

3) Quarterly Progress Reports (QPRs): Brief project progress reports are to be submitted to the Trust every quarter. QPR consists of the following two documents:

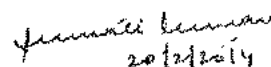
- a. Quarterly Narrative Report
- b. Quarterly Financial Report

a) Quarterly Narrative Reports:

A brief narrative report should be submitted quarterly to the Trust, providing a description of progress made specifically on activities undertaken / completed since initiation of the project, as per the AWP. The QNR should include progress against quantifiable & qualitative indicators.

The suggested format for the QNR is as follows:

- a. A one page Summary Table with project dates, till date fund situation, numbers of beneficiaries, locations and specific activity progress against AWP
- b. Introduction, Objectives and Aim (brief)
- c. Project Area and Partners (brief)
- d. Implementation Strategy, including discussion on any changes in indicators or monitoring strategy/ activities
- e. Activities carried out since last QPR including progress against monitoring indicators, as per AWP
- f. Funds mobilization strategy and details
- g. Future Action Plan for new quarter as per approved AWP


20/12/2014 3
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Delhi 110029
Website: www.aud.ac.in

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b) Quarterly Financial Report:

A financial report should be submitted quarterly within 15 days of completion of the quarter. This Financial Report should be in the format provided in Annexure 2 of this Grant letter. Any variances or discrepancies in line items will have to be explained in detail in a covering letter. Please ensure reporting periods do not overlap across any two financial years.

Reporting periods for the QPR:

The first Narrative and Financial reports will be for a period of Four months from the start of the project (December 1, 2013 to March 31, 2014) and should be submitted by April 15, 2014. Thereafter, reports would be submitted on a quarterly basis in the same sequence. You are also required to fax / email this report to the Trust by the required date, in addition to submitting a hard copy by post / courier.

4. Annual Narrative Report:

A detailed Annual Narrative Report should be submitted within 30 days after the end of every project year, and should include a detailed description of progress made in the project, as well as specific progress in project activities against the AWP. It should also include details on progress made across each activity in the project and outputs achieved in terms of the objectives outlined in the proposal. The first detailed Annual Narrative Report will be for the period ending November 30, 2014 and should be submitted by December 31, 2014.

The report would specifically include:

- a. Summary table detailing project dates, fund situation, numbers of beneficiaries, locations and specific activity progress against the AWP
- b. Introduction, Objectives and Aim
- c. Project Area and Partners
- d. Implementation Strategy, including discussion on any changes in indicators or monitoring strategy / activities
- e. Activities carried out
- f. Funds mobilization strategy and details
- g. Networking and Partnership building
- h. Specific Event highlights
- i. Analysis of movement in impact indicators developed
- j. Experience and problems encountered while implementing the programme
- k. Key lessons learnt and Future Action Plan
- l. Photographs/ Case studies

5. Auditors Report & Annual Statement of Accounts:

(i) A consolidated, audited statement of accounts of the project, including a separate schedule regarding the project supported by the Trust should be submitted by the September following the end of the relevant financial year.


(ii) **Presentation of Grant received from Sir Ratan Tata Trust in the Annual Statement of Accounts:** The grant received from the Sir Ratan Tata Trust should be treated as an Earmarked Fund in the nature of revenue and all Income and Expenditure should be routed through the same. Only grant utilized during the year should be recognized as Income in the organization's Income & Expenditure statement. Annual Statement of Accounts should be annexed with a separate schedule enlisting the utilization of this Earmarked Fund.

6. Contributions from Other Sources not brought into the accounts of the grantee:

Details regarding funds from other sources dovetailed towards the project, but not brought into the accounts of the grantee, must be detailed in Annexure 2 of this letter. Furthermore, a statement / document / letter of proof from the funding agency / government department / institution must be attached, certifying that the amount indicated in the table given on Page 1 above has been raised from the said source towards the project during the specified period. These documents will be required along with every QNR/QPR as specified in the AWP. All further installments will be disbursed subject to the receipt of the above.

Jyoti Kumar
20/12/2014

Registrar 4


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7. Audit by Trust

The Trust shall be entitled to conduct an audit of project accounts including procurement and work procedures in the field (wherever applicable), within a month of the Trust's audit notification, with mutual agreement with the grantee.

The Trust conducts the following types of Audits. The Terms of Reference shall reach Center for Early Childhood Education and Development, Ambedkar University, Delhi at least one week before the Audit.

- 1) Financial System Checks including review of Internal Controls at an organizational level
- 2) Grant Utilization Audit

All compliances towards the findings identified during the audit by the Trust appointed auditors needs to be closed latest within six months of the completion of the audit.

No further instalments shall be disbursed by the Trust till all Trust Audit related issues are redressed.

8. Monitoring and Evaluation

The Trust shall monitor the use of the grant funds and conduct a review of operations under this grant, which may include a visit from Trust personnel or Trust representatives, to observe your programme, discuss the programme and finances with your personnel and review financial and other records and materials connected with the activities financed by the grant. The Trust would be sending regular monitoring missions to review the progress and appraise Annual Work Plans.

9. Information and Publicity

It is understood that the Trust's support to CECEDE, Ambedkar University, Delhi would be recognized in all publications/studies/hoardings/banners/posters arising from the grant, or otherwise, by mentioning "...supported by the Sir Ratan Tata Trust and Navajbai Ratan Tata Trust". The organization will acknowledge this in all correspondence, public notices and dissemination exercises. CECEDE, Ambedkar University, Delhi will also furnish the Trustees of Sir Ratan Tata Trust with all the information they require or request for.

10. Repayment of Grant funds

If any of the Grant funds remain unused at the expiry of the term, such amount is to be returned/repaid to the Sir Ratan Tata Trust by Center for Early Childhood Education and Development, Ambedkar University, Delhi along with all the interest earned on the grant funds.

11. Amendment of the Grant

The Trustees reserve their right to unilaterally amend at any time during the continuance of the grant any of the terms and conditions herein which amendment would be conveyed to you and would be binding on you.

12. Arbitration

In the event of any dispute or difference between the parties hereto arising out of or in connection with or relating to the grant made to you and the terms and conditions set out herein, including with regard to the implementation hereof, as the same shall be referred to the Arbitration under the provisions of the Arbitration and Conciliation Act, 1996. The Arbitration proceedings shall be held in Mumbai. The language of the Arbitration shall be English. The Courts in Mumbai alone shall have jurisdiction in the matter.

13. Termination

If Center for Early Childhood Education and Development, Ambedkar University, Delhi commits a breach of the terms and conditions of the Grant or unsatisfactory progress, the Trustees of Sir Ratan Tata Trust will have a right to terminate the said Grant.

The Grant has been made only for the purposes stated in Annexure 1 and any variation made, without the prior written approval of the Trust will be seen as a ground for termination of the Grant.

If you are in agreement with this letter and the terms and conditions of the Grant, please indicate your organization's agreement to such terms, by having the enclosed copy of this letter countersigned by an appropriate officer, and returned to the Trustees of the Sir Ratan Tata Trust.

Jasvanti Grewal
20/2/2014 5
Registrar
Bharat Ratna Dr. B. R.
Ambedkar University, Delhi
Lothian Road, Kashmere Gate
Delhi-110006
Website : www.aud.ac.in

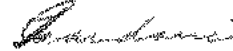
SIR RATAN TATA TRUST

The first installment of this Grant shall be disbursed on receipt of the countersigned copy of this Grant letter.

It is also understood that by countersigning the copy of this letter, your organization confirms that there has been no change in its status as a non-profit body registered with any competent authority like the Charity Commissioner/ Registrar of Societies/ Registrar of Companies (u/s 25 only) having adjudication over charitable organizations.

On behalf of the Trust, we extend every good wish for the success of this endeavor.

Yours sincerely,



F. J. Gandavia
Secretary & Chief Accountant

Handwritten signature
20/2/2014

Registrar
Bharat Ratna Dr. B. R.
Ambedkar University, Delhi
Lohian Road, Kashmere Gate
Delhi-110029
Website : www.bau.ac.in

Administrative & Financial Responsibility for

Name of Organization & Stamp)

Authorized Signature:

Name and Designation:

Date:

Cheque to be drawn in favour of: Name of the Organization -'-SRTT Grant A/c'

Name & Address of your Bankers: IDBI Bank Ltd. 13, Alipur Road
Civil Lines Branch, Delhi-110054
Bank Account No: 1338104000004329
IFSC Code of your bank branch (where RTGS facility is available): IBKL0001338
PAN details: AAAGB0017R
Type of Account: Savings Bank

Note: Along with the abovementioned details we request you to please provide us with

- i. Copy of a cancelled Cheque
- ii. Copy of the passbook or bank statement (whichever is available) issued for the separate bank account open for Trust funds.
- iii. Copy of the Pan Card

Annexure 5

Approved Project Budget

Name of the organisation: Ambedkar University, Delhi (AUD)
 Location of HQ of the grantee: New Delhi
 Title of the Project: Developing and Launching Academic Programmes in Early Childhood Care and Education
 Grant under: Education
 Initiative: Early Childhood Care and Education
 Total Grant Budget: 7,000,000
 Grant Duration: 2 Years
 Recommended Disbursal: Fund raising targets #

December 2013	Rs.	2,000,000	
June 2014	Rs.	1,500,000	1,500,000
December 2014	Rs.	1,500,000	1,800,000
May 2015	Rs.	2,000,000	2,700,000

Sr. No.	Line Items	Contribution From Sir Ratan Tata Trust	Contribution from Ambedkar University, Delhi	Total (Rs.)
1	Feasibility Study			
1.1	Salaries of Faculty and Staff			
1.1.1	Associate Professor @ Rs.100,000/- per month x 6 months	Rs. -	Rs. 600,000	Rs. 600,000
1.1.2	Project Associates @ Rs.44,500/- per month per person x 6 months x 2 persons	Rs. 534,000	Rs. -	Rs. 534,000
	Sub-Total for Salaries of Faculty and Staff	Rs. 534,000	Rs. 600,000	Rs. 1,134,000
1.2	Data Collection			
1.2.1	Printing of tools for data collection	Rs. 15,000	Rs. -	Rs. 15,000
1.2.2	Local Conveyance for 2 persons within Delhi and National Capital Region (NCR)	Rs. 15,000	Rs. -	Rs. 15,000
1.2.3	Communication (phone expenses) and Internet related expenses @ Rs. 1,600/- per month x 6 months	Rs. 9,600	Rs. -	Rs. 9,600
	Sub-Total for Data Collection	Rs. 39,600	Rs. -	Rs. 39,600
1.3	Data Entry and Report Writing			
1.3.1	Entry of quantitative and qualitative data (by engaging data entry operators or agency)	Rs. 100,000	Rs. -	Rs. 100,000
1.3.2	Printing and Stationery on an average of Rs.2,500/- per month x 6 months	Rs. 15,000	Rs. -	Rs. 15,000
1.3.3	Transcription @ Rs. 1,500/- per hour x 20 hours	Rs. 30,000	Rs. -	Rs. 30,000
	Sub-Total for Data Entry and Report Writing	Rs. 145,000	Rs. -	Rs. 145,000
	Total of line item #1 -Feasibility Study	Rs. 718,900	Rs. 600,000	Rs. 1,318,900
2	Academic and Professional Development Programmes 2013-2014 (2 years)			
2.1	Workshops			
2.1.1	Venue cost for Workshops @ Rs. 10,000 per day x 7 days (7 workshops of a day each)	Rs. 70,000	Rs. -	Rs. 70,000
2.1.2	Food @ Rs. 800/- per person x 15 persons per workshop x 7 workshops	Rs. 84,000	Rs. -	Rs. 84,000
2.1.3	Honorarium @ Rs. 2,000/- per person x 10 persons per workshop x 7 workshops	Rs. 140,000	Rs. -	Rs. 140,000
2.1.4	Local Travel @ Rs. 1,500 per participants x 15 participants per workshop x 7 workshops	Rs. 157,500	Rs. -	Rs. 157,500
2.1.5	Air Fare (both ways) @ Rs.15,000/- per person x 6 persons x 7 workshops	Rs. 630,000	Rs. -	Rs. 630,000
2.1.6	Accommodation cost @ Rs. 4,000/- per person x 6 out-station participants per workshop x 7 workshops	Rs. 168,000	Rs. -	Rs. 168,000
	Sub-Total for Workshops	Rs. 1,249,500	Rs. -	Rs. 1,249,500

Registrar
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 Ambedkar University, Delhi
 Lodhian Road, Kashmiri Gate
 Delhi-110006

(Signature)
 20/12/2014



SIR RATAN TATA TRUST

2.2 Salaries of Faculty					
2.2.1	Professor (1 No.) @ Rs. 125,000/- per month x 24 months	Rs.	-	Rs.	3,000,000
2.2.2	Associate Professor (1 No.) @ Rs. 100,000/- per month x 24 months	Rs.	-	Rs.	2,400,000
2.2.3	Assistant Professors (2 Nos.) @ 50,000/- per person per month x 2 persons x 24 months	Rs.	2,400,000	Rs.	2,400,000
2.2.4	Adjunct Faculty at level of Assistant Professor (5 Nos.) @ Rs. 50,000/- per person per month x 5 persons x 6 months	Rs.	1,500,000	Rs.	1,500,000
	Sub-Total for Salaries of Faculty	Rs.	3,900,000	Rs.	5,400,000
2.3 Course Development and Launch					
2.3.1	Honorarium for peer reviewers @ Rs. 15,000/- per person x 7 persons	Rs.	105,000	Rs.	105,000
2.3.2	Engaging IT services for online course delivery (data centre cost, Moodle, training, web space and maintenance) and student enrollment (lump sum cost)	Rs.	150,000	Rs.	150,000
2.3.3	Designing and printing of brochures, draft and final course materials and all related documents @ Rs. 300 x 800 copies ^	Rs.	240,000	Rs.	240,000
	Sub-Total for Course Development and Launch	Rs.	495,000	Rs.	495,000
	Total of line item # 2 -Academic and Professional Development Programmes	Rs.	5,644,500	Rs.	5,400,000
3	Administration charges @ 10% (of line items 1 and 2)*	Rs.	636,900	Rs.	636,900
	Grand Total	Rs.	7,000,000	Rs.	6,000,000
					13,000,000

Notes: If any changes are envisaged in the budget, including funds raised for the same project from other sources, AUD should seek prior approval from the Trust.

* The Trust's disbursements are contingent upon AUD being able to raise funds from Other Sources as mentioned above.

^ This is an estimate, the actual cost and number of documents may vary.

* Rs. 590/- has been added to the Trust's Contribution to round off the overall figure.

Sumit Kumar
20/11/2022

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Indo-European Project "Enhancing quality, access and governance of undergraduate education in India (E-QUAL)"

The AUD has entered into a partnership with a group of Universities which have come together to create an Indo-European collaboration, primarily with the objective of enhancing the quality and access of undergraduate education in India. The partners from India are Jadavpur University, University of Hyderabad and Shiv Nadar University, and the European partners are King's College London and Alma Mater Studiorum at the University of Bologna. The overall coordination of the initiative is with the British Council at Delhi and the Project is funded by the European Union.

The Project is titled as "Enhancing Quality, Access and Governance of Undergraduate Education in India (E-QUAL)" and the contract for the Project was signed (*vide* IND/CONT/E/14-15/021) between The British Council and Ambedkar University Delhi on 8 May 2014 (Annexure I). The Project commenced on 28 April 2014, and will remain in force till 31 May 2017 or such other date as may be agreed between the Parties. The overall financial outlay for the Project amounts to a total of Euro 162,455 (Euro One hundred sixty two thousand and four fifty five only) that has been awarded in the form of a grant, and will be made available directly to the University in the form of four instalments. The final budget outlay and details are enclosed for reference (Annexure II).

The Project Team at AUD consists of Prof. Denys Leighton (Faculty Coordinator), Dr. Asmita Kabra, Dr. Sayandeb Chowdhury, Dr. Rohit Negi, Dr. Praveen Singh, Dr. Oinam Hemlata Devi, Dr. Bidhan Chandra Dash and Dr. Suresh Babu (Project Coordinator).

In this regard, it is requested that the following may be approved:

1. The undersigned (Dr. Suresh Babu) be authorised to make financial transactions including booking of expenditures and advances as approved in the budget of the Project.
2. The Purchase Committee for the E-QUAL Project has been constituted (to be referred to as the "Purchase Committee" henceforth), and has the following members: Dr. Asmita Kabra (SHE), Mr. Surajit Sarkar (CCK) and Dr. Oinam Hemlata Devi (SHE).
3. Mr. Tanuj Nagpal, be appointed as Research Assistant (salary @ Rs.25,000 p.m., consolidated) for a period of six months with effect from 1.6.2014 for immediate implementation of the project (CV enclosed, Annexure III). The appointments for the full term of Project would be undertaken by the Project Appointments Committee after due process at the earliest possible date.

(Suresh Babu)
Project Coordinator

Registrar

Project Coordinator
E-QUAL Project

Dy. No. 1 Dt. 12/5/14

Registrar office
Dy No 531
Date 3/7/14

VC
15/5
Approved. Pl. follow due process.

BRITISH COUNCIL

British Council Division
British High Commission
17 Kasturba Gandhi Marg
New Delhi 110 001 India

T -91 (0)11 2371 1401
F -91 (0)11 2371 0717

www.britishcouncil.in

Contract No: IND/CONV/E/14-15/021

GRANT BY THE BRITISH COUNCIL

<p>The British Council:</p>	<p>[THE BRITISH COUNCIL, a division of British High Commission in India, incorporated by Royal Charter and registered as a charity (under number 209131 in England & Wales and number SC037733 in Scotland), whose principle office is located at 17 Kasturba Gandhi Marg, New Delhi – 110001, (hereinafter referred to as "the Council", which expression shall, unless repugnant to the context or meaning thereof, be deemed to include its successors in interest and permitted assigns) through its authorized signatory Mr Rob Lynes, being the Party of the First Part.</p>
<p>The Recipient:</p>	<p>("Recipient A") Ambedkar University Delhi (AUD) is a society / company registered under the Society Registration Act, 1860 / Companies Act, 1956, whose registered office is located at Lothian Road, Kashmere Gate, Delhi 110006 (hereafter referred to as the "Recipient", which expression shall, unless repugnant to the context or meaning thereof, be deemed to include its successors in interest and permitted assigns) through its authorized signatory Professor Jatin Bhatt, Register duly authorized vide its governing body resolution being the Party of the Second Part.</p>
<p>Date:</p>	<p>28 April 2014</p>

This Contract ("**Contract**") is made on the date set out above subject to the terms set out in the schedules listed below which both the Recipient and the Council undertake to observe in the performance of this Contract.


The Parties wish to enter into this Contract to support Indo – European Interaction on Higher Education by Enhancing quality, access and governance of undergraduate education in India ("Project").

The objective of this Contract is for the provision of certain services and/or conducting activities under the Project which has to be provided in accordance with **Schedule 2 ('the Services')** by the Recipient to the Council and Council will award the Grant for the purposes of conducting such Services.

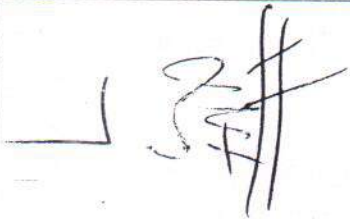
The Recipient, inter alia, represented to the Council that it has the required resources with technical expertise to provide the Services to the Council and is interested to offer its services for the said Project. Recipient shall be deemed to be bound by the terms of this Contract and all references to "Recipient" shall be construed accordingly.

This Contract shall only become binding on the Council upon its signature by an authorised signatory of the Council subsequent to signature by or on behalf of the Recipient.

Signed by the duly authorised representative of The Council:

Name:	Mr Rob Lynes	Signature:	
Position:	Director – India		
Date:	6/5/14		

Signed by the duly authorised representative of the Recipient:

Name:	Professor Jatin Bhatt	Signature:	
Position:	Registrar		
Date:	8/5/14		

Schedule 1

Special Terms

Terms defined in this Schedule 1 shall have the same meanings when used throughout this Contract.

In the event of any conflict between the terms set out in the various Schedules, the Schedules shall prevail in the order in which they appear in the Contract.

For the purposes of the Project and the Grant, the terms of this Contract shall prevail over any other terms and conditions issued by the Council.

1 The Project

- 1.1 The Council awards the Grant for the purposes conducting Services / activities under the Project which is titled as **“Enhancing quality, access and governance of undergraduate education in India (E-QUAL)”**, as more fully described in the Schedule 2.
- 1.2 The Parties undertake to use all reasonable skill, care and diligence for the purposes of conducting Services / activities as detailed in the approved Project Proposal attached as Schedule 2. This Contract forms the Parties' commitment to deliver together the Project Proposal under the terms of this grant award.

2 Commencement and Duration

- 2.1 This Contract shall come into force on the date of execution of this Contract i.e. on **28 April 2014** (the **“Commencement Date”**), and this Contract shall continue in full force and effect for a fixed period till **31 May 2017** or such other date as may be agreed between the Parties in writing from time to time (the **“Term”**).
- 2.2 Notwithstanding anything to the contrary elsewhere in this Contract, the Council shall be entitled to terminate this Contract by serving not less than 30 days' written notice on the Recipient.

3 The Grant

- 3.1 In consideration of the Recipient's conducting Services / activities as mentioned in Schedule 2, a grant in the form of award shall be paid by the Council to the Recipient which amounts to **Euro 162455** (Euro One hundred sixty two thousand and four fifty five only) (hereinafter referred to as "Grant"). **Payment of Grant will be made directly by the Council to the Recipient.** The Council reserves the right to withdraw from funding of the Project should the Recipient breach the terms of this Contract.
- 3.2 The payment of Grant will be made in four (4) instalments as payment of Grant enables the activity to take place. The payment of the Grant will be made to the Recipient's bank account as per details mentioned in the invoice provided by the Recipient. The Grant shall be paid in Indian Rupees calculated at the average EU exchange rate prevailing at the time of disbursement of grant money. The disbursement of funds will be as per the decision and sole discretion of the Council and depend on the availability of funds with the Council for the Project. Recipient to ensure that all expenditures for each activity under respective sub head are within the budgeted per unit cost as per the budget sheet which is a part of Schedule 2 of the contract
- 3.3 Recipient is required to provide original invoices alongwith all the supporting document at the time of submission of the financial report to the Council.
- 3.4 The Recipient will meet all costs and expenses necessary to provide the Services contracted for under this Contract including bonuses, superannuation, overseas inducements and leave allowances, clothing, passports, etc., of any staff employed by the Recipient. These costs can not be charged separately to the Grant money awarded for the Project.
- 3.5 All travel carried under the Project will be at economy class. All travel arrangements are the responsibility of the individual party concerned and it will be their responsibility to ensure that all entry requirements of the overseas government are met.
- 3.5 The Council may reduce, withhold or claim a repayment (in full or in part) of the Grant if:

Revised Budget

Annexure II

AUD-Revised								
Budget for the Action ¹	All Years				Year 1 ²			
Costs	Unit	# of units	Unit rate (in EUR)	Costs (in EUR)	Unit	# of units	Unit rate (in EUR)	Costs (in EUR)
1. Human Resources								
1.1 Salaries (gross salaries including social security charges and other related costs, local staff) ⁴								
Ambedkar University: (AUD)								
1.1.1.3 AUD Vice Chancellor & Member Project Steering Committee (1%)								
	Per month	0.48	1911	917.28	Per month	0.12	1911	229.32
1.1.1.4 AUD Faculty Coordinator (10%)	Per month	4.8	1765	8472	Per month	1.2	1765	2118
1.1.1.5 AUD Faculty Member 1 (5%)	Per month	2.4	1765	4236	Per month	0.6	1765	1059
1.1.1.6 AUD Faculty Member 2 (5%)	Per month	2.4	1765	4236	Per month	0.6	1765	1059
1.1.1.7 AUD Faculty Member 3 (5%)	Per month	2.4	1765	4236	Per month	0.6	1765	1059
1.1.1.8 AUD Faculty Member 4 (5%)	Per month	2.4	1765	4236	Per month	0.6	1765	1059
1.1.1.9 AUD Faculty Member 5 (5%)	Per month	2.4	1765	4236	Per month	0.6	1765	1059
1.1.1.10 AUD Project coordinator (50%)	Per month	24	735	17640	Per month	12	735	8820
1.1.1.11 AUD Researcher/Technologist (50%)	Per month	24	588	14112	Per month	6	588	3528
1.3 Per diems for missions/travel ⁵								
1.3.1 Abroad (staff assigned to the Action)								
1.3.1.1 Faculty exchanges								
1.3.1.1.1 Per diems - London	Per diem	19.5	250.00	4,875.00				
1.3.1.1.2 Per diems - Bologna	Per diem	19.5	230.00	4,485.00				
Subtotal Human Resources				71,681.28				19990.32
2. Travel⁶								
2.1 International travel								
2.1.1 Indian faculty travel to London	Per flight	8	1300	10400				
2.2 Local transportation								
5.7.2 Partner planning meeting, Travel for workshop, Travel for Professional conference, student conference	Per flight	9	250.00	2250	Per Flight	2.25	250	562.5
Sub Total Travel				12650				562.5
3. Equipment and supplies⁷								
3.1 Purchase or rent of vehicles								
3.2 Audio visual recording and computer equipment								
3.2.5 Softwares and Support	Per unit	1	2941	2941	Per unit	1	2941	2941
3.2.1 Computers and Accessories	Per unit	4	1201.5	4806	Per unit	4	1201.5	4806
3.2.2 LCD Projector	Per unit	1	1470	1470	Per unit	1	1470	1470
3.2.3 Storage Devices and Data Cards	Per unit	1	496	496	Per unit	1	496	496
3.2.7 Video recordings equipments and accessories	Per unit	1	12473	12473	Per unit	1	12473	12473
3.2.11 Scanner and Printer-Copier with peripherals and consumables	Per unit	1	1975	1975	Per unit	1	1975	1975
3.4 Spare parts/equipments for machines and tools								
3.5 Other (please specify)								
Subtotal Equipment and supplies				24,161.00				24161
5. Other costs, services⁸								
5.1.1.1 Fee for camera operator, sound technician, editing, course developer/narration/voice/lecture								
	Per hour	60	29.00	1,740.00				
5.1.1.2 Fee for design and production, fee for studio hire								
	Per hour	7	146.85	1,027.95				
5.1 Publications ⁹								
5.1.1 Joint research and review publications (4), Publishing on the web (9), Materials for open education research (3)								
	per unit	4	2,250.00	9,000.00				
5.3 Expenditure verification								
5.7 Costs of conferences/seminars ¹⁰								
5.7.1 Venue rental, catering cost, domestic & international travel, pie diem for 3 workshops, 2 professional conferences, 2 student conferences, 2 faculty policy dialogues								
	per event	3	13473.194	40,419.58				
5.8. Visibility actions ¹⁰								
5.8.1 Media Meetings	per meeting	4	147.00	588.00	per unit	1	147	147
Subtotal Other costs, services				52,775.53				147
Misc				6,000.00				6000

Expense Head	All Years
Sub Total Human Resource	71681.28
Sub Total Travel	12650
Sub Total Equipment & Supplies	24161
Sub Total Other Costs, services	52775.53
Misc	6000
Total Allocated	167267.81
Deductions	
Sub Total Travel ⁶	2050
Sub Total Human Resource (Per Diem)	2130
Misc	632
Total	4812
Total Contractual Value	162455.81

Expense Head	All Years
Sub Total Human Resource	71681.28
Sub Total Travel	12650
Sub Total Equipment & Supplies	24161
Sub Total Other Costs, services	52775.53
Total Allocated	1,61,267.81


 Dr. Suresh Babu
 Project Coordinator
 E-QUAL Project
 Ambedkar University, Delhi



Trustees:

- Asha V. Sheth
- Bharat K. Sheth
- Pradip P. Shah
- Noshir E. Pardiwala
- Fali P. Sarkari
- Ketaki V. Sheth
- Sunil S. Mehta

November 12, 2014

Mr. Surajit Sarkar
Coordinator
Centre for Community Knowledge
Ambedkar University, Delhi
Lothian Road, Kashmere Gate
DELHI 110006
INDIA

Dear Mr. Sarkar,

Greetings from the Vasant J. Sheth Memorial Foundation!

As requested by you, we are forwarding the first instalment of Rs.1,50,000/- favouring "Registrar, Ambedkar University Delhi", drawn on Standard Chartered Bank, cheque no.000433 dated November 10, 2014. The second and the final amount would be sent after receiving the summary of the work completed in March 2015.

We wish Dr. Lotika Varadarajan all success for her endeavours .

Yours sincerely,
For Vasant J. Sheth Memorial Foundation

Lalitha Murthi
Project Manager

Encl: cheque



- Trustees:
- Asha V. Sheth
 - Bharat K. Sheth
 - Pradip P. Shah
 - Noshir E. Pardiwala
 - Fali P. Sarkari
 - Ketaki V. Sheth
 - Sunil S. Mehta

June 26, 2015

Mr. Surajit Sarkar
 Coordinator
 Centre for Community Knowledge
 Ambedkar University, Delhi
 Lothian Road, Kashmere Gate
 DELHI 110006
 INDIA

Dear Mr. Sarkar,

Greetings from the Vasant J. Sheth Memorial Foundation!

We refer to your mail of June 12, 2015 and the accompanied work report of Dr. Lotika Varadarajan attached.

As requested by you, we are now forwarding the second and final instalment of Rs.1,50,000/- favouring "Registrar, Ambedkar University Delhi", vide cheque no.000086 dated June 22, 2015 drawn on Bank of India. Kindly update us on completion of the project.

Kindly send us the official receipt and accompanied documents.

Yours sincerely,
 For Vasant J. Sheth Memorial Foundation

Lalitha Murthi
 Project Manager

Encl: cheque



9th December 2015

CENTRE FOR DEVELOPMENT PRACTICE

Anup Dhar, on behalf of the Centre for Development Practice (CDP) at AUD had submitted a Project Proposal to Ford Foundation on Oct 16, 2014 titled Unlocking the Potential of the Non-Timber Forest Products Sector. The Project Proposal was endorsed by the Registrar (endorsement attached).

The Ford Foundation has now approved a grant of \$370,000 (approx. 2.44 crores) to AUD.

I have attached the original Project Proposal and the Grant Letter from Ford for your kind consideration and for necessary signatures and endorsements.

Anup Dhar

Anup Dhar
Director
Centre for Development Practice

Director
Center for Development Practice
Ambedkar University, Delhi
Lothian Road, Kashmere Gate, Delhi-110006
Website: cdp.res.in

Registrar

Before the Agreement is signed,
CoF may kindly see for financial
angle for receiving the grants.

Mh/ra

Refer notes on pre-page ^{-2/15-}

The Chair of ACRPM has cleared the project, ^{as per mail dated 18.12.2015} and directed that the agreement be signed. The Registrar may kindly sign the agreement. ~~The~~ considering the urgency. Thereafter the file will be submitted to the Vice Chancellor for his kind approval / ratification.

Saravitha K
9.12.2015

Registrar Grant letter / Agreement is duly signed after discussion with Mr. Amp. Shor. 9/12/15

DR (PR & AP)

For your approval, signed agreement in Flag 'A'.
Saravitha K
10.12.2015

Chair, ACRPM - On leave

Vice Chancellor
[Signature] 16/12

Registrar
[Signature]

PA

[Signature]
17/12/15

Office of the Vice-Chancellor
Dy. No. 15/6760
Date 16/12/2015

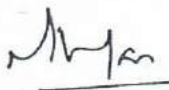
Office of the Registrar
No. 5267
Date 17/12/15

AMBEDKAR UNIVERSITY DELHI

Minutes of the Eighth Meeting of the Academic Council held on 01 April 2016 at 10.00 am in the Private Dining Hall at the India International Centre, New Delhi

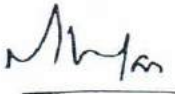
The Eighth Meeting of the Academic Council (AC) of AUD was held on 01 April 2016 at 10:00 am in the Private Dining Hall at the India International Centre, New Delhi. The following were present:

Professor Shyam B Menon Vice Chancellor	In the Chair
Professor K. Ramachandran <i>Nominee of the Government of NCT of Delhi</i>	Member
Professor Farida Khan <i>Nominee of the Government of NCT of Delhi</i>	Member
Professor Madhavan K Palat <i>Nominee of the Government of NCT of Delhi</i>	Member
Professor Chandan Mukherjee School of Liberal Studies	Member
Professor Salil Misra School of Liberal Studies & Coordinator, Academic Council	Member
Professor Honey Oberoi Vahali School of Human Studies	Member
Professor Radharani Chakravarty School of Liberal Studies	Member
Professor Geetha Venkataraman School of Liberal Studies	Member
Professor Denys P Leighton Dean, School of Liberal Studies	Member
Professor Venita Kaul Director, School of Education Studies	Member
Professor Kuriakose Mamkoottam Director, School of Business, Public Policy and Social Entrepreneurship	Member



Professor Jatin Bhatt Dean, School of Design	Member
Dr. Rachana Johri Dean (offg.), School of Undergraduate Studies	Member
Dr Rajan Krishnan Dean (offg.), School of Culture & Creative Expression	Member
Dr. Satyaketu Sankrit Associate Professor, School of Liberal Studies	Member
Dr M. A. Sikandar Registrar	Secretary
Dr. Praveen Singh Dean (offg.), Planning	Special Invitee
Dr Gopal ji Pradhan Associate Professor, School of Liberal Studies	Special Invitee
Dr. Anirban Sen Gupta Assistant Professor, School of Development Studies	Special Invitee
Dr. Ivy Dhar Assistant Professor, School of Development Studies	Special Invitee
Dr. Mihir Shah, Professor Sabyasachi Bhattacharya, Professor Ashok Nagpal, Dr Asmita Kabra, Dr Sumangala Damodaran, Dr Rachana Johri, Dr Diamond Oberoi and Dr Oinam Hemlata Devi could not attend the meeting.	

At the outset, the Vice Chancellor & Chairperson, AC extended a warm welcome to the new Members and the Special Invitees and thanked the outgoing members.




Item 8.11 : To ratify the action taken by the Vice Chancellor in approving the MoUs signed between AUD and (a) Babes-Bolyai University, Cluj, Romania, (b) Ford Foundation, (c) Rohini Ghadiok Foundation, and (d) Central Square Foundation

Resolution 8.11:

The Council ratified the action taken by the Vice Chancellor in approving the MoUs signed between AUD and the following:

(i) Babes-Bolyai University

An MoU was signed on 16.09.2015 with the Babes-Bolyai University, Romania for the exchange of students and/or staff in the context of the Erasmus+programme .

(ii) Ford Foundation

An MoU was signed on 9.12.2015 with the Ford Foundation to support the research by the Centre for Development Practice, AUD on non-timber forest produce markets to strengthen the livelihoods of tribal communities in some of India's poorest and marginalized regions.

(iii) Rohini Ghadiok Foundation

An MoU was signed on 14.12.2015 by the Centre for Development Practice (CDP) at AUD with the Rohini Ghadiok Foundation to support the graduates from the MPhil (current) and any future undergraduate or masters degrees in Development Practice that may be offered.

(iv) Central Square Foundation

An MoU was signed on 27.01.2016 by the Centre for Early Childhood Care and Education (CECED) at AUD with the Central Square Foundation, New Delhi to establish and develop an assessment unit, which will work on standardization of the existing tools developed by the Centre, and development of new tools as required, in the field of early childhood education and development.

Item 8.12 Reporting Items

8.12.1 To report the nomination of Dr. Dharendra Datt Dangwal, Associate Professor, SLS as the new Convenor of the Standing Committee Research (SCR)

Resolution 8.12.1

The AC noted that Dr Dharendra Datt Dangal, Associate Professor, School of Liberal Studies has been nominated as the new Convenor of

363

FORDFOUNDATION

Office of the Secretary

320 East 43rd Street
New York, NY 10017

www.fordfoundation.org
(212) 573-5000

December 7, 2015

Prof. Shyam Menon, Vice Chancellor
Bharat Ratna Dr. B.R. Ambedkar University, Delhi
Lothian Road, Kashmere Gate
New Delhi 110006, India

0140-1621
Grant Number

Dear Prof. Menon:

I am pleased to inform you that The Ford Foundation has approved a grant of \$370,000 to the Bharat Ratna Dr. B.R. Ambedkar University for the Centre of Development Practice for support for research on non-timber forest produce markets to strengthen livelihoods of tribal communities in some of India's poorest, marginalized regions. This grant is being made in response to the proposal endorsed by the University Registrar and submitted with Anup Kumar Dhar's October 16, 2014 letter to Srinivasan Iyer of the Foundation staff in New Delhi.

These terms apply to your organization's use of the Foundation's grant:

Grant funds are available over a three-year period beginning December 1, 2015.

Under United States law, Ford Foundation grant funds may be expended only for charitable, scientific, literary, or educational purposes. This grant is made only for the purposes stated in this letter and the documents referenced above, and it is understood that these grant funds will be used for such purposes substantially in accordance with the attached approved budget. It is also understood that no substantial variances will be made from the budget without the Foundation's prior approval in writing. Any grant funds not expended or committed for the purposes of the grant, or within the period stated above, will be returned to the Foundation.

By countersigning this grant letter, you agree that your organization will not promote or engage in violence, terrorism, bigotry or the destruction of any State, nor will it make subgrants to any entity that engages in these activities.



FORD FOUNDATION

Prof. Shyam Menon

- 2 -

Written reports are to be furnished annually during the grant period. A final written report is to be furnished at the end of the grant period. These reports should be sent to the Foundation's Representative in New Delhi via s.sharma@fordfoundation.org and should contain: (1) a narrative account of what was accomplished by the expenditure of funds, including a description of progress made toward achieving the goals of the grant; and (2) a financial accounting, in U.S. dollars, according to the line-item categories of the attached approved budget, which includes a statement by the responsible financial officer of your organization certifying the accuracy of the report. At the end of the grant period the Foundation also shall be furnished a copy of any publication, audio or video program, film or other media product produced by your organization under this grant for archival and/or research purposes. The Foundation shall have the right to make and disseminate additional copies of any such grant product. In addition, your organization hereby grants to the Foundation a license to disseminate on the Foundation's website any product produced by your organization under this grant.

In addition, to ensure that the Foundation's grants have as broad an impact as possible, you agree to widely disseminate all products funded by this grant to which you hold the copyright, and to license such products to the public under a non-exclusive Creative Commons Attribution 4.0 International license (or a more recent version of such license). For information on Creative Commons and this license, please visit <http://creativecommons.org/> and <http://wiki.creativecommons.org/Grantees>. You also agree to include in all narrative reports required under this grant information on how you fulfilled your requirement to openly license and disseminate the work products of this grant (e.g., by posting them on your website with a statement that they are licensed to the public subject to the Creative Commons Attribution 4.0 International license).

So that the Foundation may comply with the tax laws of the United States to which it is subject, it is understood that Foundation grant funds may not be used for any of the following purposes: to carry on propaganda, or otherwise to attempt to influence any legislation through (i) an attempt to affect the opinion of the general public or any segment thereof or (ii) through communication with any member or employee of a legislative body, or with any other governmental official or employee who may participate in the formulation of the legislation (except technical advice or assistance provided to a governmental body or to a committee or other subdivision thereof in response to a written request by such body, committee or subdivision), other than through making available the results of nonpartisan analysis, study or research; to conduct programs to register voters.

In the application of its resources to serve the public interest, the Foundation gives high priority to the realization of equality of opportunity for all members of society. The Foundation works to implement this policy in a variety of ways, internationally as well as in the United States, with due respect for the great diversity of situations in different countries and cultural contexts. It is

Prof. Shyam Menon

- 3 -

the Foundation's expectation that serious attention will be given to the needs and well-being of women and underrepresented groups in your society and to their participation in this Foundation-supported program.

The Foundation may monitor and conduct a review of operations under this grant, which may include a visit from Foundation personnel to observe your program, discuss the program and finances with your personnel and review financial and other records and materials connected with the activities financed by the grant.

The Foundation is authorized to conduct audits, including on-site audits, at any time during the term of the grant, and within four years after completion of the grant.

The Foundation will include information on this grant in its periodic public reports.

Failure to comply with the terms of this letter or applicable laws and regulations may result in immediate cessation of funding and/or support from the Foundation. In addition, if your organization expends or commits any part of the grant funds for purposes or activities other than the purposes and activities for which this grant is made, your organization must repay the Foundation an amount equal to the amount of grant funds so expended for other purposes or activities.

If this letter and the attached budget correctly set forth your understanding of the terms of this grant, will you please indicate your organization's agreement to such terms by having the letter countersigned by an appropriate officer of your organization and returned in its entirety to the Foundation's Representative in New Delhi via s.sharma@fordfoundation.org or by fax at 91-11-47105380 / 47105390.

Your organization has previously submitted to the Foundation an Equivalency Affidavit and accompanying documentation. It is understood that by countersigning this letter your organization confirms that there have been no material changes in such statement or documentation and that you will inform the Foundation of any material changes in such statement or documentation in the future.

Communication regarding current administrative arrangements for this grant should be directed to the Grants Manager in New Delhi, Seema Sharma, by telephone at (+91-11)4710 5340 or via e-mail at s.sharma@fordfoundation.org.

In all correspondence concerning this grant, reference should be made to the grant number designated on the first page of this letter.

366

 FORD FOUNDATION

Prof. Shyam Menon

- 4 -

On behalf of the Foundation, may I extend every good wish for the success of this endeavor.

Sincerely,



Elaine Kranich
Director, Office of the Secretary

Attachment

ACCEPTED AND AGREED:

Bharat Ratna Dr. B.R. Ambedkar University

By: DR M.A. SIKANDAR
(Printed Name)
M.A. Sikandar
(Signature)

Title: REGISTRAR
AMBEDKAR UNIVERSITY
DELHI
Date: 09/12/2015



कुलसचिव / Registrar
अम्बेडकर विश्वविद्यालय दिल्ली
Ambedkar University Delhi
लोथियान रोड, कश्मीरी गेट, दिल्ली-110006
Lothian Road, Kashmere Gate, Delhi-110006
वेबसाइट/website : www.aud.ac.in



Indira Gandhi Institute of Development Research (IGIDR)

(An Advanced Research Institute established in 1987 by Reserve Bank of India and a Deemed University.)

**Silver Jubilee Year
(2012-2013)**

Ref:

Oct 26, 2015

Dr. Sumangala Damodaran,
Associate Professor and Dean (Officiating)
School of Development Studies,
Ambedkar University, Delhi

Sub: SHRAMIC Initiative Supported by SDTT & AT

Dear Professor Damodaran,

Indira Gandhi Institute of Development Research (IGIDR), Mumbai received the support of Sir Dorabji Tata Trust & Allied Trusts (SDTT&AT) towards implementation of the initiative titled "Strengthen and Harmonize Research and Action on Migration in the Indian Context - SHRAMIC". Centre for Policy Research (CPR), National Institute of Urban Affairs (NIUA), IRIS Knowledge Foundation (IRIS - KF) and other researchers are collaborating with IGIDR on this initiative.

The goal of the project is to improve our understanding of livelihood strategies of migrants, migrant workers and their families, suggest evidence based policy prescriptions for protection of the rights of migrants and create a conducive environment for migrants and recognize the contribution of migrants while formulating poverty reduction and employment strategies. The *SHRAMIC* initiative seeks to address the following four questions:

1. What are the various types of migration flows captured by nationally representative data and localized studies in order to trace the source of apparent disconnect in the estimates of migration rates and number of migrants based on nationally representative data (lower) and localized studies (higher)?
2. What are the legal and structural impediments to migration?



Indira Gandhi Institute of Development Research (IGIDR)

(An Advanced Research Institute established in 1987 by Reserve Bank of India and a Deemed University.)

Silver Jubilee Year (2012-2013)

3. Given that India is becoming increasingly urban, what is the nature of urban livelihoods and what determines the ability of migrants to access livelihoods?
4. How effective is migration as a livelihood strategy?

We are happy to invite you to continue as a collaborating researcher on this initiative. Your research topic will be "Migration, Urban Settlements and Livelihoods – A Study of Two Settlements in Delhi". The project, which will be conducted for the period August 2015 to June 2017.

We sincerely hope that you will accept the invitation. On behalf of IGIDR, we value this partnership with your university and the opportunity to take this initiative for knowledge generation in field of migration. A draft of the MOU in this connection is attached.

Yours sincerely,

x 
Jai Mohan Pandit

Registrar

Indira Gandhi Institute of Development Research

Mumbai







Indira Gandhi Institute of Development Research (IGIDR)

(An Advanced Research Institute established in 1987 by Reserve Bank of India and a Deemed University.)

**Silver Jubilee Year
(2012-2013)**

MEMORANDUM OF UNDERSTANDING

INDIRA GANDHI INSTITUTE OF DEVELOPMENT RESEARCH, a Society established by the Reserve Bank of India and registered under the provisions of the Societies Registration Act, 1860 and having its office at Gen. A. K. Vaidya Marg, Goregaon (East), Mumbai 400 065, hereinafter referred to as “**IGIDR**” (which expression, unless repugnant to the context or meaning thereof be deemed to mean and include its affiliates, successors and assigns) of the **ONE PART**;

AND

AMBEDKAR UNIVERSITY DELHI, established by the government of NCT of Delhi, having its office at Lothian Road, Kashmere Gate, Delhi 110006, hereinafter referred to as “**AUD**” (which expression, unless repugnant to the context or meaning thereof be deemed to mean and include its successors and permitted assigns) of the **OTHER PART**.

IGIDR and AUD are hereinafter collectively referred to as “**Parties**” and individually as “**Party**”.

WHEREAS

(A) **IGIDR and AUD** have agreed to collaborate on the research project titled “Migration, Urban Settlements and Livelihoods – A Study of Two Settlements in Delhi” which will be conducted from the period August 1 2015 to June 30 2017 under the initiative to “Strengthen and Harmonize Research and Action on Migration in the Indian context” (**SHRAMIC**)

(B) IGIDR and AUD seek to work together mutually beneficial terms and to incorporate the understanding of providing assistance/support each other for the said Project. For the purposes of implementing the said Project, the parties herein have agreed to act on the terms and conditions recorded hereunder.

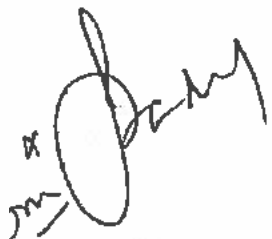
NOW IT IS AGREED BY AND BETWEEN THE PARTIES HERETO AS FOLLOWS:

1. TERM OF THIS AGREEMENT

This MOU shall remain in force for the period commencing from August 2015 to June 2017. AUD shall conduct the research required for the said Project through persons/ students appointed by it on the said Project and shall complete the Project within the period mentioned herein. The said period may be extended for a further period on mutually agreed terms.

2. SCOPE OF WORK

- (i) Dr. Sumangala Damodaran, School of Development Studies, AUD will be the Principal Investigator ("Principal Investigator"), who will be responsible for the said Project. In the event, Dr. Sumangala Damodaran resigns or ceases to be the Principal Investigator, AUD shall appoint a fit and proper person as a Principal Investigator and intimate IGIDR of the same. Such appointment shall be made at least 2 weeks' prior to the post of the Principal Investigator becoming vacant.
- (ii) The specific objectives of the said Project will be as follows:







- (a) Select two resettlement areas in the city which house migrants to a great extent and map them with respect to activities, livelihoods and availability of civic amenities;
- (b) Document migration streams into different kinds of activities in the two settlements;
- (c) Conduct detailed interviews with migrant workers to understand the reasons, nature and channels of migration, disaggregated by region, activity and gender as well as migration and job histories;
- (d) Record in-depth personal testimonies and narratives about perceptions of the city, from employment/livelihoods and about migrancy as a condition; and
- (e) Collect information on access to civic amenities and citizenship entitlements of migrant.

3. FINANCIAL SUPPORT & PAYMENT DETAILS

- (i) The proposed budget for the said Project is as follows:

Year 1 (2015-16)

1. Research associate (2 @ Rs.10000 per month for 12 months):	Rs. 2,40,000
2. Travel and field expenses:	Rs. 1,50,000
3. Stationery, equipment, etc:	Rs. 80,000
4. Secretarial Assistance	Rs. 30,000
5. Sub Total:	Rs. 5,00,000

Year 2 (2016-17)

6. Research associate: (1 @ Rs.10000 per month for 8 months):	Rs. 80,000
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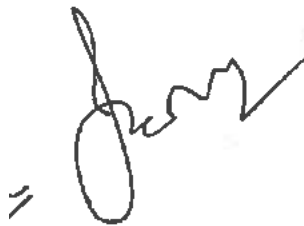

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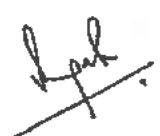
7. Travel, field and report writing expenses:	Rs. 1,20,000
8. Stationery, equipment, etc:	Rs. 50,000
9. Secretarial Assistance	Rs. 30,000
10. Cost of Faculty (Principal Investigator) time	Rs. 1,50,000
11. Institutional overheads	Rs. 70,000
12. Sub Total:	Rs. 5,00,000
13. Proposed Budget over two years (5+12):	Rs. 10,00,000

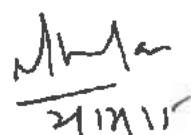
- (ii) IGIDR provide financial support to the maximum extent of Rs. 10,00,000/- (Rupees Ten Lakh Only). This amount is inclusive TDS and service tax as applicable.
- (iii) On signing of this MOU, a sum of Rs.5,00,000/- (Rupees Five Lakh Only) will be remitted by the IGIDR to AUD. The remaining amount will be released subject to continuation of the grant from Sir Dorabji Tata Trust & Allied Trusts (SDTT&AT) and satisfactory progress in the research study. As part of the reporting requirement the Principal Investigators required to submit a detailed progress report every six months.

4. OBLIGATIONS OF IGIDR

- (i) IGIDR agrees and covenants as under:
- (a) IGIDR shall provide AUD, financial support as per the clause 3 in the manner provided thereunder;






21/11/11

(b) IGIDR shall provide all available technical inputs and at all times make available the assistance of personnel's to carry out the activities of the said Project.

5. MUTUAL COVENANTS

(i) The parties mutually agree and covenant as follows:

(i) That the parties will not divulge or disclose to any third party, the particulars and details of the said Project or any technical data, know-how, research material or other information that they have obtained whilst working on the said Project;

6. FORCE MAJUERE

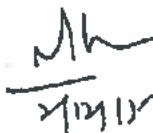
(i) It is clearly understood that in the event of any circumstance like flood, fire, earthquake, civil disturbances, tempest or any other events beyond the control of either of the parties, they shall be relieved of their mutual obligations under these presents during such period.

7. ARBITRATION AND JURISDICTION

(i) In case of dispute or difference at any time between the parties hereto as the construction, meaning or effect of this MOU or any clause or thing contained therein or the right and obligations of any of the parties hereto, the same shall at first be attempted to be resolved by discussions between the parties failing such resolution, the same shall be referred to the Arbitration to be held at Mumbai in accordance with the provisions of Arbitration and Conciliation Act, 1996 or any re-enactment or modifications thereof. The Courts at Mumbai alone shall have exclusive jurisdiction to entertain the same.





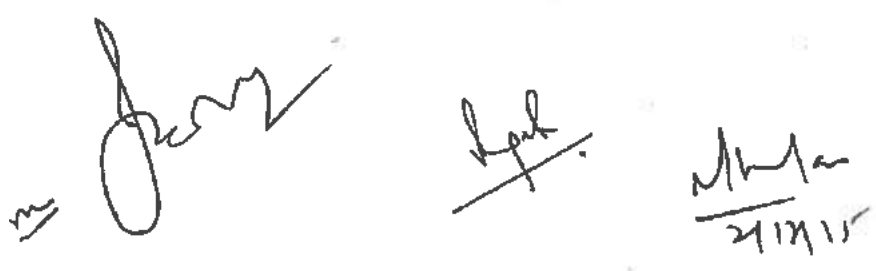


7. Travel, field and report writing expenses:	Rs. 1,20,000
8. Stationery, equipment, etc:	Rs. 50,000
9. Secretarial Assistance	Rs. 30,000
10. Cost of Faculty (Principal Investigator) time	Rs. 1,50,000
11. Institutional overheads	Rs. 70,000
12. Sub Total:	Rs. 5,00,000
13. Proposed Budget over two years (5+12):	Rs. 10,00,000

- (ii) IGIDR provide financial support to the maximum extent of Rs. 10,00,000/- (Rupees Ten Lakh Only). This amount is inclusive TDS and service tax as applicable.
- (iii) On signing of this MOU, a sum of Rs.5,00,000/- (Rupees Five Lakh Only) will be remitted by the IGIDR to AUD. The remaining amount will be released subject to continuation of the grant from Sir Dorabji Tata Trust & Allied Trusts (SDTT&AT) and satisfactory progress in the research study. As part of the reporting requirement the Principal Investigators required to submit a detailed progress report every six months.

4. OBLIGATIONS OF IGIDR

- (i) IGIDR agrees and covenants as under:
- (a) IGIDR shall provide AUD, financial support as per the clause 3 in the manner provided thereunder;



 Three handwritten signatures are present. The first signature is on the left, the second is in the middle, and the third is on the right with the date '21/11/15' written below it.


8. **AMENDMENTS**

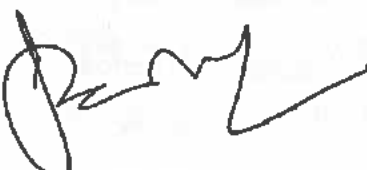
(i) No provision of this MOU may be amended, modified or otherwise changed, other than by an instrument in writing duly executed on behalf of the parties to this MOU. Any changes can only be implemented after mutual discussions and a written agreement.

9. The Parties have executed this MOU in duplicate by their respective and duly authorized representatives, to be effective as of the first date written above.

ACCEPTED & AGREED


Registrar 21/11/15
Ambedkar University Delhi


Dr. Sumangala Damodaran
Associate Professor and
Principal Investigator
School of Development Studies
Ambedkar University Delhi

x 
Registrar
Indira Gandhi Institute of Development Research
Mumbai
Date

Account Holder: AMBEDKAR UNIVERSITY DELHI
Bank Name: IDBI BANK
Account No: 1338104000000523
Branch Name: IDBI Bank Ltd.
FSC Code: IBKL0001338
MICR Code: 110259063
Account Name: AMBEDKAR UNIVERSITY DELHI
Bank Address: 13, ALIPUR ROAD
CIVIL LINES, NEW DELHI - 110054

MEMORANDUM OF UNDERSTANDING

Between

MOBILE CRECHES

And

CECED, Ambedkar University, Delhi

This Memorandum of Understanding (MOU) is between MOBILE CRECHES, having its registered office at DIZ Area, Sector-IV, Raja Bazaar, New Delhi-110001, a direct Grantee of Grand Challenge Canada and Centre for Early Childhood Education and Development (CECED), Ambedkar University Delhi, Lothian Road, Kashmere Gate Campus, Delhi-110006(hereinafter called CECED) hereinafter called the "Subgrantee of Mobile Creches for Working Mothers Children for the Project for conducting the Impact Evaluation of the project titled 'Saving Brains; Changing Mindsets'.

Your organization has been selected to participate in this Project at our discretion. You may not make any statement or otherwise imply to donors, investors, media, the general public or any other party that you are a direct Grantee of Grand Challenges Canada. You may state that Mobile Creches for Working Mothers Children is a grantee of Grand Challenges Canada and that you are a subgrantee or subcontractor of Mobile Creches for Working Mothers Children for the Project. You are subject to the same grant clauses as the original grant to Mobile Creches for Working Mothers Children. This subgrant agreement is subordinate to the original grant to Mobile Creches for Working Mothers Children by Grand Challenges Canada. By signing this agreement, you admit notice of the original grant to Mobile Creches for Working Mothers Children by Grand Challenges Canada. To this extent that this subgrant agreement conflicts in any way with the obligations of the Grantee under the original grant agreement the Grantee shall act in accordance with its obligations under the original grant agreement and may modify the terms of the subgrant agreement without the subgrantee's consent to ensure that they are consistent with the terms of the Grant Agreement."

The grantee will constitute a Research Advisory Committee (RAC) who will meet bi-annually. Members of the RAC will be experienced researchers from higher education institution or Research institutes. They will provide guidance on the research design and the ethical


Registrar
Shant Bhatia, D.S.R.
Ambedkar University, Delhi

principles to be followed on this Project 'Saving Brains; Changing Mindsets' funded by Grand Challenges Canada to the Grantee Mobile Creches for Working Mothers Children".

Prof. Venita Kaul is a
(Insert name of individual)

Principal Investigator:
(Insert name of role)

Dr. Monimalika Day is a
(Insert name of individual)

Co- Principal Investigator
(Insert name of role)

Preeti Mahalwal is a
(Insert name of individual)

Co-Investigator
(Insert name of role)

General Conditions

1. The evaluation shall be conducted by the Grantee within the specified period, which is
- 1st Jan 2015- 31 Dec 2016 of two years.
2. Research design- As per the enclosed proposal *Annexure I*.
3. Time Frame of the activities

S. No.	Activities	Timeline
	Study 1: The impact of Mobile Creche intervention	
1	Selection and development of tools	Jan-Mar'15
2	Piloting of tools	Mar-Jun'15
3	Baseline for the cohort (as there is less season specific movement of the workers it is expected that there will be peak attendance)	July-Aug'15
4	Data Analysis and Baseline report writing	Sept'15 to Dec'15
5	Final submission of baseline report	31st Jan'16
6	Intervention	Sept'15 to Aug'16
7	Midline	Feb'16 to March'16
8	Data Analysis and Baseline report writing	April'16 to May'16
9	Final submission of midline report	30th June'16
10	End line	July-Sept'16
11	Data Analysis and report writing	Oct-Nov'16
12	Final submission of report	31st Dec'16
	Study 2: The process of scaling up and effects of technical assistance	
	<i>Quality Assessment on 20 creches run by NGOs</i>	

M. B. Singh

21 PAGE

Dr. B. R. Ambedkar University, Delhi
Lothian Road, Kirti Nagar, Delhi-110049

1	Selection and development of topics	Jan-Mar'15
2	Piloting of tools	Mar-Jun'15
3	ECEQAS to be done at the 20 centres	April'15 to Mar'16
4	Draft report on Quality Assessment on 20 creches run by NGOs	15th Jan 16
5	Final report on quality assessment of 20 creches	30th June'16
	<i>Case Studies of two programs</i>	
6	Data analysis and Report writing of case studies	Oct-Dec'16
7	Final submission of two case study reports	31st Dec'16

4. The Granter shall bear the expenses of this evaluation as per the specified budget. The specified total budget for Evaluation is INR 40, 16,100/-.

Budget for the first year is INR 1,983,300/- and for second year is INR 2,032,800/- as specified in *Annexure II* and the payment schedule is as follows:

Particulars	Payment Schedule	Amount in Rs. (inr)	Time period
On Signing of MOU	50% of total amount of 1 st year	9,91,650	Jan 2015
On Finalization of tools	30% of total amount of 1st year	5,94,990	June 2015
End of baseline data collection	20% of total amount of 1st year	3,96,660	September 2015
	TOTAL 1st year	1,983,300	
On Completion of Baseline Report	50% of total amount of IInd year	10,16,400	January 2016
On Completion of Midline Report	30% of total amount of IInd year	60,9840	June 2016
Submission of Final Report	20% of total amount of IInd year	406560	December 2016
	TOTAL IInd year	2032800	

5. Any un-utilized amount left from the budget from first year will be carried forward in the next year for the purpose it has been sanctioned. 10% of the un-utilized budget head-wise can be utilized within the line items.

6. Grantee is expected to arrange their work plans in such a way as to enable them to accomplish the objectives of the contract in the most timely and economical manner possible.

M. Bajaj

3 | Page

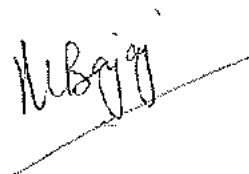
Registrar
Bhagat Ratna Dr. B. R.
Ambedkar University, Delhi
Lothian Road, Kirti Nagar
Delhi 110001
Website: www.brupa.ac.in

7. The Grantee has full responsibility for personnel and finances for internal staff associated with the project.

It is understood between Grantee and Granter that all information acquired by the Grantee in the course of executing the assignment is confidential and may not be divulged to others without prior permission from the Granter, in writing. In particular, any report prepared by the Grantee or photographs displayed as a result of this contractual obligation must be cleared by the Granter before releasing to anyone outside the Jurisdiction of the Granter.

8. It may be noted that Granter does not provide any insurance coverage for its consultants and its staff and cannot be held responsible for any accident or other incident.
9. In the event of a breach of this MOU by a Party (the "Breaching Party"), the other Party may notify the Breaching Party of such breach. A Breaching Party shall have thirty (30) days, commencing upon the date notice is delivered to the Breaching Party, to cure the breach or otherwise satisfy fully any outstanding obligations under this MOU, unless the non-breaching party agrees to extend this right to cure. Failure to cure such breach within the period to cure shall give rise to a right in the other Party to terminate this MOU.
10. Either Party may terminate this MOU, for any or no reason upon giving thirty (30) days written notice to the other Party, and the Parties agree to engage in a reasonable negotiation regarding the winding up of the collaboration.
11. In case of any dispute resulting from or related to this MOU, the Parties agree to attempt to resolve such dispute amicably, and shall escalate within their respective organizations, any such dispute.
12. The MOU shall be governed as per the laws of Republic of India.
13. This MOU is not intended, nor should anything herein be construed, to create the relationship of partners, joint ventures, principal and agent, employer and employee, or other fiduciary relationship between the parties hereto.
14. This MOU constitutes the entire, integrated agreement of the parties about the subject matter of this MOU and any previous agreements, understandings, and negotiations on that subject cease to have any effect.
15. Nothing herein is intended nor shall be construed as creating an exclusive arrangement between the parties. This MOU shall not prevent the Parties from carrying out individually or in cooperation with a Third Party, research in the areas covered in this MOU.
16. The terms of relaxing the above mentioned MOU shall be decided and agreed on mutually.

On _____ this MOU has been signed by both the authorized signatories of Granter and Grantee for having bound themselves and their successors with the terms as mentioned in the above MOU and the Budget attached to this MOU.



4 | Page

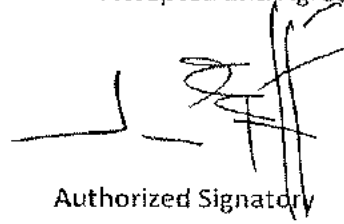
Registrar
Bharat Ratna Dr. B.R. Ambedkar University
Lodhian Road, Kashmere Gate
Delhi-110006

Accepted and Agreed




Authorized Signatory
MOBILE CRECHES

Accepted and Agreed



Authorized Signatory
CECED, Ambedkar University, Delhi



Registrar
Bharat Ratna Dr. B. R.
Ambedkar University, Delhi
Lodhi Road, Kashmere Gate
Delhi-110005
Website: www.ambu.ac.in

RESEARCH DESIGN FOR IMPACT EVALUATION OF THE PROJECT TITLED 'SAVING BRAINS; CHANGING MINDSETS'

Project Description

India witnesses 3 million children belonging to families of migrant workers at its construction sites, who do not have access to services pertaining to adequate health care, nutrition, safe environment, basic stimulation, nurturing and even breast feeding. Construction Industry in India is the second largest employer, agriculture topping the chart. It absorbs almost 30 million workers, two third of whom are unskilled and more than half live below the poverty line.

Children of these workers who mostly belong to the floating labor force end up at the construction site for lack of any other place of residence. These migrant children at the construction sites are irrelevant to the businesses and invisible to the governments. Maternity support/benefits for women working on these sites and crèches for young children barely exist despite there being a clear need for the same.

The ones at the receiving end and the worst hit in this entire scenario are the young children who end up loitering around in unsafe and unhygienic surroundings in dearth of physical care, emotional nurturing and mental stimulation. They are subject to incomplete immunizations, no exclusive breast feeding, water borne diseases, and malnourishment not forgetting disrupted schooling, which has a life term impact on them.

Mobile Creches (MC) works with construction companies to create and facilitate the infrastructure needed for crèches (early childcare for children 0-6) including breastfeeding support and basic antenatal/postnatal care for mothers, improved nutrition, immunization and basic healthcare for children, including a high-quality all-day childcare and hence creating better employment conditions.

Since 1969, Mobile Creches has demonstrated these crèches in partnership with builders/contractors. It has also proven ability to transfer operational capability to builders with on-going technical assistance. This particular model of facilitating services was not feasible with some builders as they don't foresee this as their expertise and thus need NGOs like Mobile Creches to run it for them. In order to scale-up, MC will build other NGOs to supplement the demand side and to deliver holistic childcare program for young children of migrant construction workers especially w.r.t construction happening outside Delhi NCR.







Registrar
Dharat Ratna Dr. B
Ambedkar University
Lohian Taluk, Karnal
Delhi-110015
Website: www.dru.ac.in

By transferring knowledge, skills and systems of the entire process of operations to NGOs as to how to provide childcare facilities to children of poor migrant workers, MC shall increase the number of groups who are efficiently able to deliver these services and thereby also increase the outreach. It shall also cater to supporting new industry standards.

MC shall negotiate with builders for space, infrastructure and partial finance for establishment of childcare centers at their project sites. It will train NGOs to run the program, with monitoring and other technical support. MC shall engage the communities to impart better childcare practices and work with an academic team to assess impact on child development outcomes at MC demonstration centers.

By the end of the project period, MC targets to have trained 150 NGO workers of 10-15 NGOs to run 30 Creches in partnership with 10-12 builder partners to deliver childcare services at construction sites. These childcare services will serve an additional 5000 under 6 children at construction sites.

Objectives of the Study

- To investigate the impact of the services offered by Mobile Creche in their demonstration centres for young children and their families.
- To document the process of scaling up and its effects on the quality of early childhood programs developed by the of NGOs.

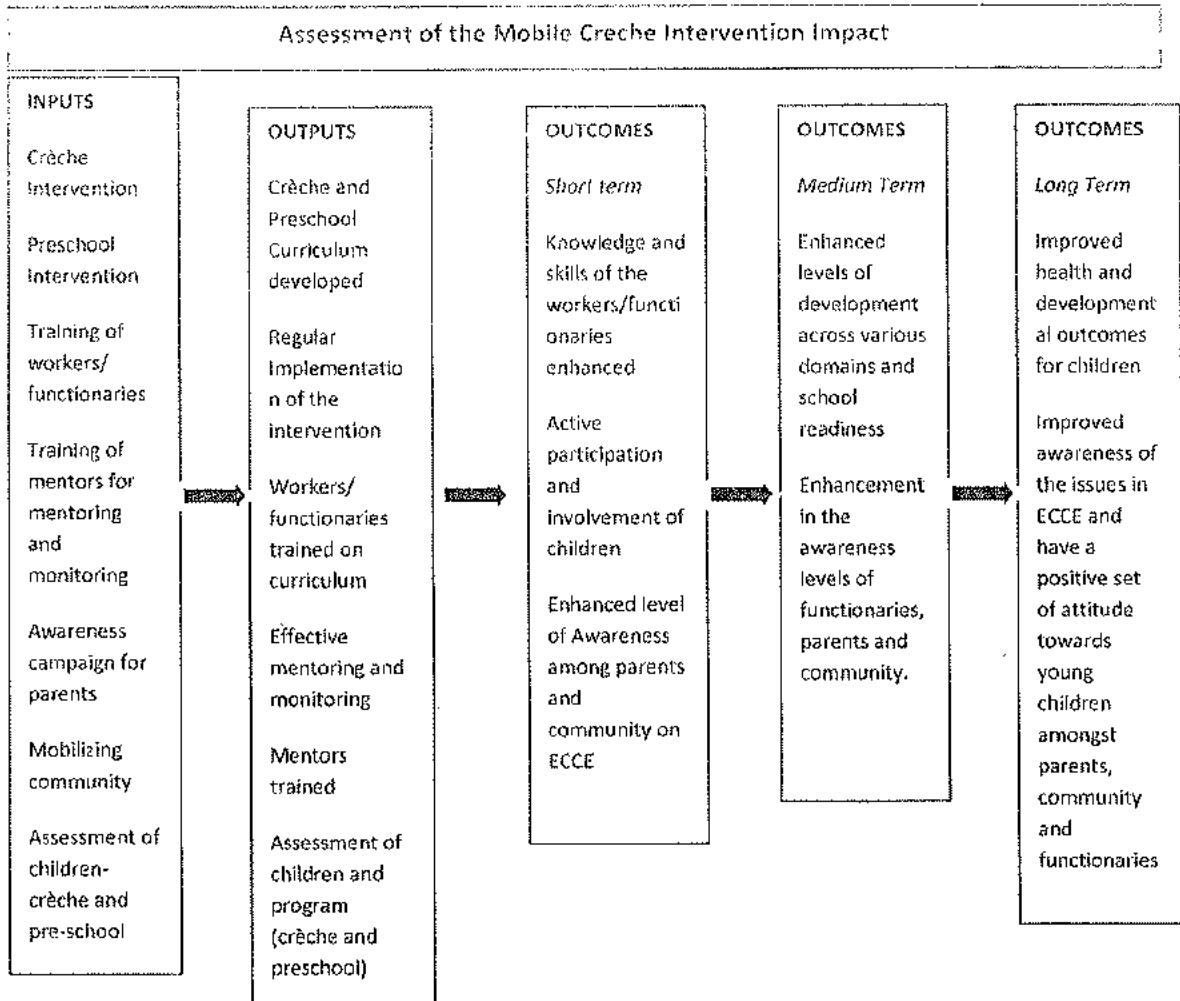
Research Questions:

1. What is the impact of the services provided by Mobile Creche demonstration centres in slum areas and construction sites on young children (6 months to 5 years) and families?
 - 1a. To what extent do children and families participate in the Mobile Creche demonstration sites?
 - 1b. How does participation in the Mobile Creche effect young children growth and development?
 - 1c. How does participation in the Mobile Creche demonstration centers influence attitudes, knowledge and behaviours of family members and the community?
2. What are the different mechanisms through which Mobile Creche transfers knowledge and skills to two groups of NGO's?
 - 2a. How does the technical assistance provided by Mobile Creche influence the services provided to young children by the NGO's?
 - 2b. How does the quality of the early childhood program change as a result of the technical assistance provided by Mobile Creche?

The logic model:

We propose to develop a detailed logic model in consultation with experts from Mobile Creche to clearly capture the theory of change. The advantage of doing a logic model is that it is more rigorous and discusses the inputs, processes, outputs and outcomes. In this study,

we will aim to capture the level of participation, the immediate outcomes, and some of the intermediate outcomes.



Research Design for the quantitative study:

Two major studies will be conducted to address the research questions. The first project will investigate the impact of the Mobile Creche intervention on young children and their families. The second project will focus on documenting the process of scaling up and its effects on the quality of early childhood services provided by NGOs. Both quantitative and qualitative research methods will be used to address the research questions. Overall, the credibility of the study will be enhanced through data triangulation.

Study 1: The impact of Mobile Creche intervention

This performance of the two intervention groups in MC (Creche in urban slums and construction sites) will be compared to a control group (5-6 construction sites where MC has not started off with the intervention yet). The developmental progress of children between

M. Bajaj

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the ages of 6 months and 5 years who attend the Mobile Creche demonstration centres will be compared with those who have not attended the program (control group). The control group will allow us to document the changes that would occur naturally due to maturation and study the effects of the different interventions

Group A: MC has opened 3 creches in urban slums in October 2014. The population in these centers are like to be more stable compared families engaged in construction work. Each center will have approximately 30 to 40 children. Given the small population we will include all the children in the study and expect to have 100 to 120 children in this group.

Group B: MC runs 15 demonstration centers at different construction sites. Approximately 90 children are enrolled at each centre. A total of 30 children between the ages of 6 months to 5 years will be selected through systematic randomized sampling to participate in the study from each centre. We will explore the possibility of stratified random sampling or cluster sampling to get the best representative sample and the comparable population. Children will be divided into three age groups (6 months to below 3 years, 3- 4 years and 4 to 5 years). We will select 10 children per sub –stage at each centre. Therefore a total of approximately 450 children will be included in this experimental group.

Group C: Children for the control group will be selected from the construction sites where MC has not yet opened a program. Approximately 170 children (30% of the experimental group) will be selected from the construction sites where MC has not opened a program. The control group will be divided into the three sub stages. Each sub stage will have approximately 57 children in the control group. The control group will be drawn from communities which do not have a MC centre to prevent spill over effects. Target children will be selected based on the age groups and other demographics.

A quasi experimental pre post design will be applied to collect data on growth and developmental outcome of the children in the three groups. The quality of the programs will be ascertained by ECEQAS (Early Childhood Education Quality Assessment Scale).

Groups	Group A	Group B	Group C
Type of intervention	Creche in urban slums	Crèche in constructions sites	Construction sites no intervention
Number of centers	3	15	5-6 (
Number of children	120	450	170

We will collect data on the background of the sample children through household survey just before collecting baseline data on developmental outcomes. Baseline data will be collected at the start of the study. Subsequently, midline data will be collected after 6 months of intervention. The Endline will be conducted after one year of intervention. Individual and household data will be collected on each child during the baseline data collection. The dosage of intervention will be ascertained by attendance data maintained in the demonstration centres.

Tools for the study

Tools	Constructs to be measured
ASQ Inventory	Child outcomes(6 months to 5 years)
School Readiness Instrument (SRI)	School readiness of children (4 to 5 years)
Early Childhood Education Quality Assessment Scale (ECEQAS)	Classroom Environment for Preschools Adapted version will be used for infants and toddlers
Household Survey	Assess the home environment

Study 2: Scaling up and effects of technical assistance

Mobile Creche plans to offer technical assistance to NGOs. These organizations will receive training and supervision. The process of scaling up will be documented primarily using qualitative research strategies. The effect on the quality of services delivered will be documented by the environment rating scale.

Qualitative techniques such as observations, interviews and document analysis will be applied to document the process of scaling up. Semi-structured questionnaires will be used to document the effects of the training. In addition, a few administrators and practitioners will be interviewed to understand how the technical assistance NGOs receive from MC influences their ability to provide services to young children. The quality of the 20 centres will be assessed before and after nine months of intervention using the ECEQAS.

Additionally, two case studies will be conducted. One centre will be selected from the MC demonstration program, and one program from NGOs will be selected for intensive study over a period of nine months. This prolonged engagement will allow researchers to conduct an in-depth study and report on the nature of transformation that occurs and the relationship between different factors. These case studies will provide valuable insights on the process of intervention and its relationships with the outcome.

The data collection can be encapsulated at three levels

- Process evaluation
- Outcome evaluation both quantitative and qualitative
- Survey of Home Environment

Time Frame and scheduling of the study:

S.No.	Activities	Timeline
	Study 1: The impact of Mobile Creche intervention	
1	Selection and development of tools	Jan-Mar'15
2	Piloting of tools	Mar-Jun'15
3	Baseline for the cohort (as there is less season specific movement of the workers it is expected that there will be peak attendance)	July-Aug'15
4	Data Analysis and Baseline report writing	Sept'15 to Dec'15

M. B. G. J. J.
[Signature]

5	Final submission of baseline report	31st Jan'16
6	Intervention	Sept'15 to Aug'16
7	Midline	Feb'16 to Marc'16
8	Data Analysis and Base Line report writing	April to May, '16
9	Final submission of midline report	30th June'16
10	Endline	July-Sept'16
11	Data Analysis and report writing	Oct-Nov'16
12	Final submission of report	31st Dec'16
	Study 2: Scaling up and effects of technical assistance	
	<i>Quality Assessment on 20 creches run by NGOs</i>	
1	Selection and development of tools	Jan-Mar'15
2	Piloting of tools	Mar-Jun'15
3	ECEQAS to be done at the 20 centres	April'15 to Mar'16
4	Draft report on Quality Assessment on 20 creches run by NGOs	15th Jan'16
5	Final report on quality assessment of 20 creches	30th June'16
	<i>case studies of two programs</i>	
6	Data analysis and Report writing of case studies	Oct-Dec'16
7	Final submission of two case study reports	31st Dec'16

M. B. Singh

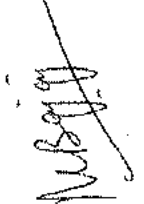

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Registrar
 Bharat Ratna Dr. B. R.
 Ambedkar University, Delhi
 Lohian Road, Kashmere Gate
 Delhi-110006
 Website : www.aud.ac.in

Budget CECED for conducting Impact Evaluation of the project titled "Saving Brains; Changing Mindsets"

S.No.	Item of expenditure	Unit Price	Year 1 (INR)	Year 2 (INR)	Total (INR)	Brief description
	Sub-grant/contract 1: CECED					
	PERSONNEL					
1	Principal Investigator 1	NA	NA	NA	NA	Associate Professor will be supported by AUD. @10% of her time to advise on technical aspects of the research such as data collection, data analysis and report writing
2	Project Associate-1	40250	483,000	483,000	966,000	Will be appointed for 2 years. Responsible for overall project coordination. Tasks will include supervision of tools to be developed, planning and conducting data collection and analysis, and report writing. This person will supervise the project assistants and report to the faculty members.
3	Project Assistant-2	25000, 12500	300000	480000	780,000	One will be appointed for 2 years and another one for a year. Tasks include, development of tools, data collection, supervision of field investigators, data cleaning and entry, and data analysis to some extent.
4	Field Investigator (12 people for 2-4 months approx.)	15000	180000	360000	540,000	
5	Statistical Analysis	75000	30000	45000	75,000	
	CONSULTANTS					
5	Consultancy		25,000	25,000	50,000	This allows us to hire researchers at the project associate level who may not be available for full time work especially for documentation of the scaling up process and to conduct the case studies.
7	RAC Meetings (bi-annually)		30,000	30,000	60,000	
	TRAVEL					
8	Field work (local & National)	0	500000	300000	800,000	
	DIRECT SUPPLIES					
9	Direct Supplies	50000	50000	50000	100,000	Includes Stationery, printing, photocopy etc.
	EQUIPMENTS					
10	Translation and transcription		50000	50000	100,000	
11	Equipment	130000		0	130,000	
12	Contingency	25000	25000	25000	50,000	
	Total		1,803,000	1,848,000	3,651,000	
13	Overhead Charges (@10%)		180300	184800	365100	To be paid to AUD
14	Grand Total		1,983,300	2,032,800	4,016,100	



 Registrar
 Bharat Raina Dr. R. R.
 Ambedkar University, Delhi
 Lohian Road, Kirti Vihar Gate
 Delhi-110005
 Website: www.aud.ac.in



**Bernard
van Leer**
FOUNDATION

Ms Sumati Kumar
Registrar
Centre for Early Childhood Education Development
Ambedkar University Sector-9
Dwarka New Delhi 110077
NEW DELHI
India

The Hague, 6 July 2012
INA-2012-027

GRANT LETTER

Dear Ms Kumar,

I refer to your application to the Bernard van Leer Foundation for financial and technical support for the project Communication Support for Longitudinal Study Impact EL, registered by the Foundation under INA-2012-027 and confirmed to you by letter of 5 July 2012.

The outcome(s) to be achieved in this grant is/are:

- a) Increased awareness about the need for quality preschool education among policy makers, educators and media;
- b) Policy makers and others will access and use the research data to advocate for policies on early childhood education.

The project will have a duration of 12 months.

Commitment

I am pleased to inform you that the Bernard van Leer Foundation will commit a maximum of EUR 40,000 (forty thousand Euro) to implement this project. The decision was taken on the understanding that the application referred to above, and elaborated in subsequent communications, shall, together with this letter and its annexes, constitute the basic agreement between the Bernard van Leer Foundation and Centre for Early Childhood Education Development.

Conditions of Payment

The Foundation will pay by instalment(s) as indicated in Annex I.

Payment of the first instalment is conditional on receipt by the Foundation of a copy of this letter, signed on behalf of the Partner organisation, stating the date the project will begin and details of the bank account into which payments should be made.

Instalments are conditional on receipt and approval by the Foundation of the documents as shown in Annex I. The Foundation's approval will be confirmed in writing.

Your attention is also drawn to clause 7 of the Terms of Grant (Annex II) stipulating the Partner organisation's obligation to acknowledge the receipt of instalments paid by the Foundation. Following release of instalments, the Foundation will issue a Confirmation letter (Instalment), which the Partner organisation should acknowledge and return to the Foundation.

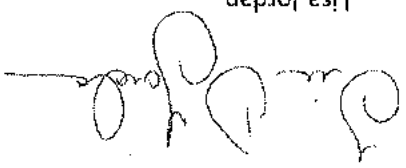




Terms of Grant

The attached Terms of Grant (Annex II) define the remaining conditions of the Foundation's co-operation and are part of this agreement. It is to be understood that at the Foundation's level all financial documents will be assessed on the basis of the approved budget proposal (Annex III):

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- o
- o


Lisa Jordan
Executive Director

To record agreement with the terms and conditions contained in this Grant Letter and its annexes, you are requested to sign and date both copies of this letter and return one to the Foundation.
Following receipt of this signed Grant Letter, the Foundation will issue a brief in which it will explain in more detail relevant administrative procedures and guidelines for reporting.
The Bernard van Leer Foundation is pleased to co-operate with Centre for Early Childhood Education Development in this project.

6.9

6

6.9

Signed for Agreement

Name : SUMATI KUMAR

Title : REGISTRAR

Signature : *Sumati Kumar*

Starting date of the project : 01-08-2012

Bank Information

Name of bank : CANARA BANK

IFSC Code : CNRB1002881

SWIFT Code : CNRBINBBDFM

Address of Bank : SECTOR - 6 DWARKA

Postal code/City : NEW DELHI - 110075

Country : INDIA

Project Information

Bank account number : 288110104066

Account type : EURO or (Local Currency) (Please circle)

Name of account holder : SUMATI KUMAR (REGISTRAR)

Address of account holder : BHARAT RATAN D. B. R. AMBEDKAR UNIVERSITY

Postal code/city : PLOT No. 9 IIT CAMPUS SECTOR - 9

Country : DWARKA NEW DELHI - 110077 INDIA

Confirmation Letter (Instalment)

Name of addressee : SUMATI KUMAR

E-Mail Address of addressee : sumati@iitd.ac.in

Scheme of the Foundation's Contributions

to
 Centre for Early Childhood Education Development
 for
 Communication Support for Longitudinal Study Impact Et

Instalment no.	Payment due*	Amount EUR	Conditions
1	0	40,000	Acceptance of Grant Letter
Total:		40,000	

* In month(s) after starting date

TERMS OF GRANT

Partner organisation : Centre for Early Childhood Education Development
Project title : Communication Support for Longitudinal Study Impact EL

General Terms

1. The Foundation reserves the right to cancel this agreement and ask for the refund of any money released if the project does not become operational within one year.
2. Changes in the project's programme and budget, as agreed, may be undertaken only with the Foundation's explicit written authorisation.
3. If the development of the project or the conditions under which it operates are, in the opinion of the Foundation, unsatisfactory, the Foundation reserves the right to terminate this agreement, cancel all outstanding commitments and ask for the refund of any unspent monies paid to the Partner organisation.

Financial Terms

4. The Partner organisation is to acknowledge - within two months after receipt of any payment - the date of receipt and the amount entered into the project's account. The Foundation reserves the right to fulfil its basic financial commitment to the Partner organisation in a different currency than that mentioned in the Grant Letter.
5. Any money remaining from the Foundation's contribution on termination of this agreement will revert to the Foundation.

Final reporting and accounting

6. Within three months of the termination of this agreement the Partner organisation is to submit to the Foundation the last year's financial statement as well as a report on the work of the project including the outcome of the evaluation. If not produced in the English language, this should be accompanied by a summary in English.

Sharing of information and experience

7. The parties agree that the Partner organisation shall own the copyrights on all materials created by, or on behalf of, the Partner in relation to the Project, such as publications, audio-visual and multimedia (hereafter: 'Copyright Materials'). However, the Partner organisation herewith grants the Foundation an irrevocable, world-wide and non-exclusive license for the duration of the Copyright Materials in any and all forms, including internet, audio-visual and multimedia, in order to help attain the objectives of the Foundation. This license is free of charge. It includes the possibility for the Foundation to grant sublicenses to third parties to freely use or copy the Copyright Materials in relation to the Foundation's objectives. The Foundation and its sublicensees are allowed to change the material in any and all forms. The Partner organisation guarantees that the Foundation and its sublicensees are allowed to use all Copyright Materials and that no rights of third parties, including portrait rights, are violated. Upon termination of this agreement the license will maintain.
8. Any and all written external information and Copyright Materials should state 'with the support of the Bernard van Leer Foundation'.
9. The Partner organisation agrees that any and all royalties it may derive from any or all of the Copyright Materials shall be used to further the aims of the project for which it received a grant from the Foundation and that it shall consult the Foundation prior to concluding any agreement pursuant to which it shall receive such royalties.

Foundation's name and logo

10. In no case may the Partner organisation use the name 'Bernard van Leer Foundation', except as detailed in clause 9, or the Foundation's logo in any manner or for any purpose unless the Foundation's prior written consent has been obtained. This is because using the Foundation's name or logo would suggest ownership, control or responsibility on the part of the Foundation.

Liability

11. The Foundation shall not be liable for any damages or compensation payable at law in respect of or in consequence of any accident or injury to any member of staff or other person in the employ of the Partner organisation or in relation to the violation of any right of third parties, including but not limited to copyrights. By the act of signature of this Grant Letter the Partner organisation agrees that the Foundation is indemnified and kept indemnified against all such damages and compensation and against all claims, proceedings, costs, charges and expenses whatsoever in respect thereof or in relation thereto. Insurance cover against such liability is the Partner organisation's responsibility.

12. The Partner organisation shall indemnify the Foundation against all losses and claims in respect of injuries or damage to any person or material or physical damage to any property or to other (intellectual) rights of third parties whatsoever which may arise out of or in consequence of the execution of the project and against all claims, proceedings, costs, charges and expenses whatsoever in respect of or in relation thereto. The Partner organisation is responsible for insuring its own liability.

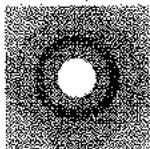
Conciliation and Arbitration

13. All disputes arising in connection with the terms and conditions of the Grant Letter and its annexes shall be finally settled under the Rules of Conciliation and Arbitration of the International Chamber of Commerce by one or more arbitrators appointed in accordance with the said Rules.

Choice of Law

14. This Grant Letter and the rights and obligations of the parties thereunder are governed in all respects by the law of the Netherlands.





Bernard van Leer
FOUNDATION

CECED BUDGET 2012-2013
Bernard van Leer Foundation

SI no	Particulars	Amount (in Euros)
	Case study for longitudinal study (Mother Tongue based early childhood education in Odisha)	10000
2	Communications	
	Communications toolkit & consultancy	25000
3	Administration	5000
	Total	40000

①

②

③



The Hague, 6 July 2012
INA-2012-027

GRANT LETTER

Dear Ms Kumar,

I refer to your application to the Bernard van Leer Foundation for financial and technical support for the project Communication Support for Longitudinal Study Impact EL, registered by the Foundation under INA-2012-027 and confirmed to you by letter of 5 July 2012.

The outcome(s) to be achieved in this grant is/are:

- a) Increased awareness about the need for quality preschool education among policy makers, educators and media;
- b) Policy makers and others will access and use the research data to advocate for policies on early childhood education.

The project will have a duration of 12 months.

Commitment

I am pleased to inform you that the Bernard van Leer Foundation will commit a maximum of EUR 40,000 (forty thousand Euro) to implement this project. The decision was taken on the understanding that the application referred to above, and elaborated in subsequent communications, shall, together with this letter and its annexes, constitute the basic agreement between the Bernard van Leer Foundation and Centre for Early Childhood Education Development.

Conditions of Payment

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Payment of the first instalment is conditional on receipt by the Foundation of a copy of this letter, signed on behalf of the Partner organisation, stating the date the project will begin and details of the bank account into which payments should be made.

Instalments are conditional on receipt and approval by the Foundation of the documents as shown in Annex I. The Foundation's approval will be confirmed in writing.

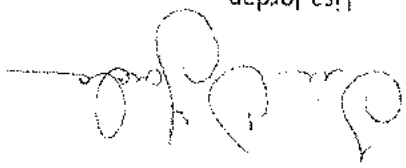
Your attention is also drawn to clause 7 of the Terms of Grant (Annex II) stipulating the Partner organisation's obligation to acknowledge the receipt of instalments paid by the Foundation. Following release of instalments, the Foundation will issue a Confirmation letter (Instalment), which the Partner organisation should acknowledge and return to the Foundation.

Terms of Grant

The attached Terms of Grant (Annex II) define the remaining conditions of the Foundation's co-operation and are part of this agreement. It is to be understood that at the Foundation's level all financial documents will be assessed on the basis of the approved budget proposal (Annex III).

o
o

To record agreement with the terms and conditions contained in this Grant Letter and its annexes, you are requested to sign and date both copies of this letter and return one to the Foundation.
Following receipt of this signed Grant Letter, the Foundation will issue a brief in which it will explain in more detail relevant administrative procedures and guidelines for reporting.
The Bernard van Leer Foundation is pleased to co-operate with Centre for Early Childhood Education Development in this project.



Lisa Jordan
Executive Director

TERMS OF GRANT

Partner organisation : Centre for Early Childhood Education Development
Project title : Communication Support for Longitudinal Study Impact EL

General Terms

1. The Foundation reserves the right to cancel this agreement and ask for the refund of any money released if the project does not become operational within one year.

2. Changes in the project's programme and budget, as agreed, may be undertaken only with the Foundation's explicit written authorisation.

3. If the development of the project or the conditions under which it operates are, in the opinion of the Foundation, unsatisfactory, the Foundation reserves the right to terminate this agreement, cancel all outstanding commitments and ask for the refund of any unspent monies paid to the Partner organisation.

Financial Terms

4. The Partner organisation is to acknowledge - within two months after receipt of any payment - the date of receipt and the amount entered into the project's account. The Foundation reserves the right to fulfill its basic financial commitment to the Partner organisation in a different currency than that mentioned in the Grant Letter.

5. Any money remaining from the Foundation's contribution on termination of this agreement will revert to the Foundation.

Final reporting and accounting

6. Within three months of the termination of this agreement the Partner organisation is to submit to the Foundation the last year's financial statement as well as a report on the work of the project including the outcome of the evaluation. If not produced in the English language, this should be accompanied by a summary in English.

Sharing of information and experience

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8. Any and all written external information and Copyright Materials should state 'with the support of the Bernard van Leer Foundation'.

9. The Partner organisation agrees that any and all royalties it may derive from any or all of the Copyright Materials shall be used to further the aims of the project for which it received a grant from the Foundation and that it shall consult the Foundation prior to concluding any agreement pursuant to which it shall receive such royalties.

Foundation's name and logo

Annex I
 Part of Grant Letter
 Dated 6 July 2012
 INA-2012-027

SCHEME OF THE FOUNDATION'S CONTRIBUTIONS

to
 Centre for Early Childhood Education Development
 for
 Communication Support for Longitudinal Study Impact EL

Instalment no.	Payment due*	Amount EUR	Conditions
1	0	40,000	Acceptance of Grant Letter
Total:		40,000	

* in month(s) after starting date

PO Box 62324
 2506 EA The Hague
 The Netherlands

T +31 (0)70 331 22 00

Trade Register The Hague 6137262

dergraaf@nlg

14. This Grant Letter and the rights and obligations of the parties thereunder are governed in all respects by the law of the Netherlands.

Choice of Law

13. All disputes arising in connection with the terms and conditions of the Grant Letter and its annexes shall be finally settled under the Rules of Conciliation and Arbitration of the International Chamber of Commerce by one or more arbitrators appointed in accordance with the said Rules.

Conciliation and Arbitration

12. The Partner organisation shall indemnify the Foundation against all losses and claims in respect of injuries or damage to any person or material or physical damage to any property or to other (intellectual) rights of third parties whatsoever which may arise out of or in consequence of the execution of the project and against all claims, proceedings, costs, charges and expenses whatsoever in respect of or in relation thereto. The Partner organisation is responsible for insuring its own liability.

11. The Foundation shall not be liable for any damages or compensation payable at law in respect of or in consequence of any accident or injury to any member of staff or other person in the employ of the Partner organisation or in relation to the violation of any right of third parties, including but not limited to copyrights. By the act of signature of this Grant Letter the Partner organisation agrees that the Foundation is indemnified and kept indemnified against all such damages and compensation and against all claims, proceedings, costs, charges and expenses whatsoever in respect thereof or in relation thereto. Insurance cover against such liability is the Partner organisation's responsibility.

Liability

10. In no case may the Partner organisation use the name 'Bernard van Leer Foundation', except as detailed in clause 9, or the Foundation's logo in any manner or for any purpose unless the Foundation's prior written consent has been obtained. This is because using the Foundation's name or logo would suggest ownership, control or responsibility on the part of the Foundation.

CECED BUDGET 2012-2013
Bernard van Leer Foundation

Bernard
van Leer
FOUNDATION



Annex III

SI no	Particulars	Amount (in Euros)
	Case study for longitudinal study (Mother Tongue based early childhood education in Odisha)	10000
2	Communications	
	Communications toolkit & a consultancy	25000
3	Administration	5000
	Total	40000

Collaboration Agreement

Between

Dr. B.R. Ambedkar University, Delhi

And

Yale University

This Agreement is between Yale University, hereinafter called the "Granter" and Centre for Early Childhood Education and Development (CECED), Ambedkar University, Delhi, hereinafter called the "Grantee" for conducting the project titled 'Early Childhood Development for the Poor: Impacting at Scale'.

General Conditions

- The study shall be conducted by the Grantee within the specified period, which is 1st October, 2013 to 31st March, 2014 (Preparatory Phase) and from 1st April 2014 to 31st March 2015 (Project Phase). The grantee will carry out the following tasks between 1st October, 2013 to 31st March, 2015.

Sl.No	Tasks	Timelines	Deliverables
MAIN STUDY			
1.	Preparatory phase involving desk review for the development of curriculum	October 2013- December 2013	Draft Curriculum
1.	Finalizing individual curriculum with Sally Grantham McGregor	January 2014	Individual curriculum
2.	Develop a Group Curriculum and TLM with Sally Grantham McGregor based on the individual curriculum	March, 2014	Group Curriculum
3.	a) Training of Supervisors for pilot phase b) Develop training manual for Supervisors (Individual Curriculum) c) Training of supervisors on individual curriculum	April, 2014 July, 2014 November, 2014	Training manual and training on individual Curriculum
4.	a) Develop training manual for	July, 2014	Training manual and

Supervisors (group Curriculum)		
b) Training of supervisors on group curriculum	November, 2014	training on group curriculum
c) Training on Assessment tools	September- December 2014	
5. Monitoring training of home-visitors/ Group Leaders	May 2014- February, 2015	Monitoring visits
6. Monitoring of home-visits/ Group Sessions	May 2014- February, 2015	Monitoring visits

2. The Granter shall bear the expenses of this study

3. Invoice shall be directed to:

Patricia A Brown
Admin Director Economics
Yale University
patricia.brown@yale.edu OR
Economics Administration
PO BOX 208268
New Haven, CT 06520-8268

4. a) The specified budget is INR 17,89,700/- as specified in *Annexure I* and the payment schedule is as follows.

Particulars	Payment Schedule
On Signing of Agreement	30% of total amount
Delivery and approval of Individual Curriculum	25% of total amount
Delivery and approval of Group Curriculum	25% of total amount
Development and Delivery of training strategy to supervisors	10% of total amount
Monitoring training of Home visitors / Group Leaders	10% of total amount

b) The airfare (to and fro) for 2 people for 2 visits to London and accommodation for 2 people during the two visits (14 days total) will be arranged by the Granter separately and cost will also be covered by Granter. The specified budget as mentioned above does not include this cost. The currency conversion charges as charged by the bank where Grantee will receive the funds will be separately reimbursed by Granter.

c) The non-budgeted activities undertaken by CECED project staff will be reimbursed by Yale University/ IFS directly to CECED. The proposed activities and estimated cost of expenditure is specified in *Annexure 2*.

5. Grantee is expected to arrange their work plans in such a way as to enable them to accomplish the objectives of the contract in the most timely and economical manner possible.

6. The Grantee has full responsibility for personnel and finances for internal staff associated with the project.

a. The Granter and Grantee technical and administrative contact are listed below

Granter	Grantee
Technical: Professor Costas Meghir	Technical: Dr. Monimaika Das
Administrative: Patricia Brown	Administrative: Dr. Payal Sah

7. It is understood between Grantee and Granter that all information acquired by the Grantee in the course of executing the assignment is confidential and may not be divulged to others without prior permission from the Granter, in writing. In particular, any report prepared by the Grantee or photographs displayed as a result of this contractual obligation must be cleared by the Granter before releasing to anyone outside the Jurisdiction of the Granter.

8. It may be noted that Granter does not provide any insurance coverage for its consultants and its staff and cannot be held responsible for any accident or other incident arising in relation to or during this contract. Insurance for accidents, medical expenses, theft or other purpose is the responsibility of the Grantee.

9. The Grantee agrees to conduct all its activities under this Agreement in compliance with all applicable laws and regulations, including, without limitation, export control, human subjects' research, anti-terrorism, and immigration laws. In the event that compliance with any such laws conflict-

with the terms of this Agreement of a Statement of Work, the Grantee shall give written notice thereof to the Grantor and the Parties shall consult with the goal of reconciling the applicability of such laws and the terms of this Agreement.

10. In the event of a breach of this Agreement by a Party (the "Breaching Party"), the other Party may notify the Breaching Party of such breach. A Breaching Party shall have thirty (30) days, commencing upon the date notice is delivered to the Breaching Party, to cure the breach or otherwise satisfy fully any outstanding obligations under this Agreement, unless the non-breaching party agrees to extend this right to cure. Notice shall be delivered to the representative or representatives of the Breaching Party as set forth in Section X below. Failure to cure such breach within the period to cure shall give rise to a right in the other Party to terminate this Agreement.
11. Either Party may terminate this Agreement, for any or no reason upon giving thirty (30) days written notice to the other Party, and the Parties agree to engage in a reasonable negotiation regarding the winding up of the collaboration.
12. In case of any dispute resulting from or related to this Agreement, the Parties agree to attempt to resolve such dispute amicably, and shall escalate within their respective organizations, any such dispute.
13. Governing Law. This MOU shall be governed by and construed in accordance with the laws of the State of Connecticut in connection with any activities occurring in Connecticut, and by and in accordance with the laws of the India in connection with activities occurring in India, without regard to principles relating to conflicts of law. Should one of the parties decide to bring a suit or make a claim against the other, such suit or claim shall be brought exclusively in the courts or tribunals of the defending party.
14. The new individual curriculum that will be developed is a direct extension of Sally Grantham McGregor curriculum developed in Jamaica. This

dependence will be recognized in the new curricula. The copyright of the individual curriculum and the group curriculum that will result from this collaboration will be held jointly by Sally Grantham McGregor and CECEO. The granter will have full rights to use both curricula in field interventions. Any use of the curriculum will have to cite explicitly the source.

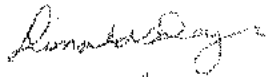
15. Granter shall have the right to publish the results of the work conducted under this Agreement where it has sole intellectual ownership. Grantee shall have the right to publish the results of the work conducted under this Agreement where it has sole intellectual ownership. Grantee shall provide Granter with a copy of the proposed publication intended for publication. Granter shall be given a period of 30 (thirty) days within which to review the proposed publication and to notify Grantee in writing should Granter believe that such publication contains information which, if published, would result in Granter suffering commercial prejudice. Granter shall then have the option to, within 14 (fourteen) days after such written notification, provide Grantee with an alternative form in which the manuscript may be published, or of delaying the publication. If no response is received within the 30 (thirty) days provided, it is presumed that permission has been granted and Grantee will proceed with the publication.
16. Notwithstanding the above, joint publication between Granter and Grantee is desired and the parties shall act in good faith to facilitate this.
17. Each Party (the "Indemnifying Party") shall indemnify the other Party, and such Party's respective trustees, officers, employees, contractors, students and agents (each, an "Indemnified Party") from and against all actions, claims, costs and demands which may be brought or made against any such Indemnified Party and all loss, damages, costs or other claims for compensation and any reasonable legal or other expenses which are awarded against, incurred by or paid or agreed to be paid by such Indemnified Party arising out of or in connection with (a) the breach by the Indemnifying Party of the terms of this Agreement, (b) the breach by the Indemnifying Party of any law applicable to such Party or its activities, (c) any intentional, willful, or reckless acts of the Indemnifying Party or its respective employees, students, officers, directors, and/or agents. The

Indemnifying Party shall not dispose or settle any claim admitting liability on the part of the Indemnified Party without the Indemnified Party's prior written consent.

18. This Agreement is not intended, nor should anything herein be construed, to create the relationship of partners, joint ventures, principal and agent, employer and employee, or other fiduciary relationship between the parties hereto.
19. This Agreement constitutes the entire, integrated agreement of the parties about the subject matter of this Agreement and any previous agreements, understandings, and negotiations on that subject cease to have any effect.
20. Nothing herein is intended nor shall be construed as creating an exclusive arrangement between the parties. This Agreement shall not prevent the Parties from carrying out individually or in cooperation with a Third Party, research in the areas covered in this Agreement.
21. The terms of relaxing the above mentioned MOU shall be decided and agreed on mutually.

On this ---- day of April, 2014 this MOU has been signed by both the authorized signatories of Granter and Grantee for having bound themselves and their successors with the terms as mentioned in the above MOU and the Budget attached to this MOU.

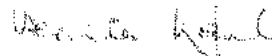
Accepted and Agreed


April 22, 2014

Authorized Signatory
Yale University

DONALD T. DEYO, Ph.D.
DIRECTOR, CORPORATE CONTRACTS AND
EXPORT CONTROL LICENSING
YALE UNIVERSITY

Accepted and Agreed


April 22, 2014

Director, CECE
Ambedkar University, Delhi

42



RESULTS FOR DEVELOPMENT

INDEPENDENT CONTRACTOR AGREEMENT

This Agreement ("the Agreement") is made and effective this date, 20 July 2016:

BETWEEN: Results for Development Institute, Inc. ("R4D")
1111 19th Street NW, Suite 700, Washington, DC 20036

AND: Centre for Early Childhood Education and Development (CECED)
("Contractor")
Ambedkar University Delhi
AUD Admin Block, Room No. 307,
Lothian Road, Kashmere Gate Campus, Delhi-110006

WHEREAS, the Contractor offers unique services and desires to provide R4D with such services; and

WHEREAS, R4D desires to contract for a study of the impact of the Read To Kids project on the attitudes and behaviors of caregivers of young children in New Delhi, India.

NOW THEREFORE, in consideration of the mutual covenants and promises contained herein, the parties hereto agree as follows:

1. GENERAL TERMS AND CONDITIONS

1.1 The general terms and conditions of this Agreement are set forth in Appendix B, attached hereto and incorporated herein by reference.

1.2 Contractor(s) providing services to R4D are required to submit a Consultant Information Form (Appendix D) for the individuals listed as listed as the Contractor in this Agreement and any Key Personnel in paragraph 6. Contractor agrees to complete Appendix D and return it to the program staff listed as the primary point of contact in paragraph 8.1. By signing this Agreement, Contractor confirms receipt of Appendix D and agrees to provide the requested information at execution of this Agreement.

2. STATEMENT OF WORK AND DELIVERABLES ("THE WORK")

2.1 The Statement of Work set forth in Appendix A hereto is incorporated by reference herein ("the Work"). Contractor will furnish all reports and deliverables as set forth in accordance with the terms set forth in this Agreement.

3. PERIOD OF PERFORMANCE


3.1 The period of performance for this Agreement will be from 5 September 2016 ("Commencement Date") to 16 August 2017 ("Termination Date"). The Agreement will terminate on the Termination Date set forth, without further notice to either party, unless extended in writing or terminated early as provided in Appendix B, paragraph 27.

R4D is an Equal Opportunity/Affirmative Action Employer: D/V

Project Code: PEARSCLL

Agreement Number: 2016-2179

Revised: 09/01/2015


Registrar
अम्बेडकर विश्वविद्यालय दिल्ली
Ambedkar University Delhi
110006
Lothian Road, Kashmere Gate, Delhi-110006
www.aud.ac.in

176



RESULTS FOR DEVELOPMENT

INDEPENDENT CONTRACTOR AGREEMENT

4. FEES, PAYMENT SCHEDULE AND INVOICING

4.1 Contractor Fee: Subject to the Fees and Reimbursement provisions outlined in Appendix B, paragraph 2 of this Agreement: R4D will pay Contractor \$54,267.28 (fifty-four thousand, two hundred sixty-seven dollars and twenty-eight cents, US currency) as a fee for the Work ("Maximum Fee Amount"), ~~36,57,615~~ INR (Exchange rate Rs.67 as on 19th August 2016))

4.2 Payment: Contractor is not authorized to perform Work, make expenditures or incur obligations that exceed \$60,000; and such amount, unless otherwise specified herein or through a formal contract modification, is the maximum amount for which R4D will be liable.

4.2.1 Payment Schedule

Invoice	Description of Deliverable	Date	Amount Payable
1	Signing of Contract	5/09/2016	\$15,000
2	Detailed study design	26/09/2016	-
3	Draft data collection tools and sample selection	30/09/2016	-
4	Final data collection tools and sample selection	10/10/2016	\$15,000
5	Draft Baseline Report	31/12/2016	-
6	Final Baseline Report	31/01/2017	\$15,000
7	Draft Case Study Report	14/07/2017	-
8	Final Case Study Report	14/08/2017	-
9	Draft Final Report	14/07/2017	-
10	Final Report	16/08/2017	9,267.28

4.3 Reimbursement of Expenses: All travel costs and other related expenses are included in the maximum fee amount stated in Paragraph 4.1. There will be no reimbursement of expenses paid under this agreement.

4.4 Invoicing: Contractor will submit invoices that detail the services provided by Contractor during the period of performance, per the Appendix A. Invoices will be submitted

R4D is an Equal Opportunity/Affirmative Action Employer: D/V

Project Code: PEARSCLL

Agreement Number: 2016-2179

Revised: 09/01/2015

Page 2 of 22

Handwritten signature



Registrar
Ambedkar University Delhi
Ambedkar University Delhi
Block No. 1, Phase I, Delhi-110006
Phone No. 011-26194000
Website: www.aud.ac.in

65



RESULTS FOR DEVELOPMENT INDEPENDENT CONTRACTOR AGREEMENT

to R4D prior to the issuance of all payments. Invoices submitted will include Contractor's signature preceded by the following caption:

"We hereby certify that, to the best of our knowledge and belief, all payments requested are proper and due; are correct, accurate, and complete; and that payment therefore has not been received and that all amounts requested are for the appropriate purposes and in accordance with the terms of our Agreement with R4D. We also agree that we will refund R4D promptly upon request in the event of disallowance of costs not reimbursable under the terms of this Agreement."

Invoices submitted electronically (via email) will be sent to billing@r4d.org and copied to Luke Heinkel (lheinkel@r4d.org) and Morgan Benson (mbenson@r4d.org). Invoices submitted by mail will be sent to the attention of the R4D Finance Department (attn. Accounts Payable) address listed in listed in paragraph 8.2.

4.4.1 Contractor will submit invoices by the tenth (10th) following the month in which the Work was performed. The invoices period will match the period for monthly progress reporting, if applicable. **Payment will be made within 30 business days of approval of the invoice by Nathaniel Heller (or his designee).** If Contractor anticipates additional expenses related to the Work, Contractor will seek written approval for the expenses prior to incurring the expenses.

4.4.2 **Final Invoicing.** Contractor's final invoice for payment under this Agreement will be notated "Final Invoice."

5. TRAVEL ARRANGEMENTS

All travel arrangements and related costs are included in the maximum fee amount stated in paragraph 4.1 and/or the maximum reimbursable amount(s) in paragraph 4.3. There will be no travel arrangement services provided by R4D or additional cost assumed by R4D.

6. KEY PERSONNEL

Contractor will provide the services of the key personnel listed below to perform the Services outlined in the Work. The personnel are considered to be essential to the work performed and Contractor will not replace any such key personnel without the prior written approval of R4D, which approval will not be unreasonably withheld. Where such authorization has been granted by R4D, Contractor will replace the key person(s) with a person(s) of comparable training and experience.

- 6.1 Sunita Singh
- 6.2 Shipra Sharma
- 6.3 Venita Kaul

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Project Code: PEARSCLL

Agreement Number: 2016-2179

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64



RESULTS FOR DEVELOPMENT

INDEPENDENT CONTRACTOR AGREEMENT

6.4 Aneesh Kurian

7. AUTHORIZED CHANGES IN SERVICES OR PAYMENT

Nathaniel Heller, Managing Director and Gina Lagomarsino, Chief Operating Officer (COO), are the only representative(s) of R4D authorized to approve changes in the Work and Deliverables or approve any change to the payment terms or amounts. Such changes made by Contractor without written authorization by one of the aforementioned individuals will be performed at Contractor's sole risk and expense.

8. POINTS OF CONTACT

8.1 Contractor will coordinate work efforts with and report progress regularly to Luke Heinkel, Senior Program Officer. Mr. Heinkel can be reached on lheinkel@r4d.org (email); and +1-202-794-9702 (phone). Mail may be directed to Mr. Heinkel at R4D's address listed in paragraph 8.2 (Notices and Communications).

8.2 Notices and Communications. Communications other than those related to the Work and Deliverables will be directed to the parties outlined at the addresses noted hereunder or such other address as may hereafter be designated by notice in writing. Legal notices hereunder may be given by facsimile, registered or certified mail, postage prepaid, hand delivery (including by recognized overnight courier). Any such notice will be deemed delivered when received. Notices hereunder will be deemed made if given by registered or certified mail, postage prepaid, electronic mail at the address for each party set forth below, or hand delivery (including by recognized overnight courier) and addressed to the other party to receive such notice, invoice, or communication at the address given below, or such other address as may hereafter be designated by notice in writing

If to Results for Development Institute:

Results for Development Institute

1111 19th Street NW, Suite 700
Washington, DC 20036 USA

Attn: Brandon Pinzini
bpinzini@r4d.org
Telephone: +1-202-640-6051

If to Contractor:

Centre for Early Childhood Education and Development (CECED)

Ambedkar University Delhi
AUD Admin Block, Room No. 307,
Lothian Road, Kashmere Gate
Campus, Delhi-110006

Attn: Payal Sahu: payal@aud.ac.in
Telephone: +91-11-23863740, 2386374

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Project Code: PEARSCLL

Agreement Number: 2016-2179

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लोथियन रोड, कश्मीर गेट
कैंपस, दिल्ली-110006
अभिलेखित: 09/01/2015

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RESULTS FOR DEVELOPMENT

INDEPENDENT CONTRACTOR AGREEMENT

9. ENTIRE AGREEMENT

This Agreement, including the Work, Deliverables, General Terms and Conditions and any additional Appendices, exhibits or annexes attached thereto represents the complete understanding of the Parties hereto. Any amendment to the Agreement will be in writing and signed by both parties. This Agreement cancels, supersedes, and revokes all prior negotiations, representations and agreements between the parties, whether oral or written relating to the subject matter of this Agreement, in the event of a conflict between any of the terms of this Agreement and any attachments hereto, this Agreement will control.

Signature page to follow.

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Project Code: PEARSCLL

Agreement Number: 2016-2179

Revised: 08/01/2015

Page 5 of 22

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92



RESULTS FOR DEVELOPMENT

INDEPENDENT CONTRACTOR AGREEMENT

IN WITNESS WHEREOF, Contractor and R4D have caused this Agreement to be executed by their duly authorized representatives as set forth below. It is understood that the signatures bind the parties to this Agreement and that without both signatures this Agreement will be void.

FOR R4D:

Aliz Agoston

Digitally signed by Aliz Agoston
Date: 2016.08.25 18:38:07 +04'00'

By:

Aliz Agoston
Director of Business Operations and Procurement
Results for Development Institute, Inc.

Date:

FOR CONTRACTOR:

By:

Dr. M.A. Sikandar, Registrar
Ambedkar University Delhi
कुलसचिव / Registrar
अम्बेडकर विश्वविद्यालय दिल्ली
Ambedkar University Delhi
लोहिया रोड, काश्मीरी गेट, दिल्ली-110006
Lohia Road, Kashmiri Gate, Delhi-110006
www.aud.ac.in

Date:

27 Sept 2016

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Agreement Number: 2016-2179

Revised: 09/01/2015



**RESULTS FOR
DEVELOPMENT**

INDEPENDENT CONTRACTOR AGREEMENT

**APPENDIX A
STATEMENT OF WORK**

I. Project Background

Read To Kids (R2K) is a two-year pilot in Delhi State in India that seeks to promote pre-literacy skills by encouraging parents and caregivers to read to and with their young children (age 0-6). It aims to empower parents by giving them access to a free digital library of high quality, locally relevant books and educational materials via their mobile phones.

R2K is a partnership of Worldreader, Pearson, and implementing partners in New Delhi. Results for Development Institute (R4D) and the Center for Knowledge Societies (CKS) are evaluation and learning partners.

The target audience for the pilot will be parents/siblings/caregivers of children aged 0-6 who:

- are at a minimum functionally literate
- have access to and know how to use a connected mobile phone (feature or smart phone)
- can afford minimal data cost to use the application

This pilot will allow us to test the use of mobile phones to deliver the tools (reading materials and how-to guidance) parents need to read to and with their young children, with the ultimate goal of testing our hypothesis: Parents will read regularly to and with their pre-school age children if they understand the expected outcomes and if they are given access to high quality tools.

A dedicated portal has been created on the Worldreader mobile webapp. This portal contains high quality and locally relevant free content, as well as tips in English and Hindi for parents and caregivers about reading to children 0-6 years old.

Pearson and Worldreader are working with R4D and CKS, as well as implementing partners, to put structured learning, experimentation and feedback at the heart of the R2K program design, pilot, and scale up. In addition, during the first year of the pilot, a study will be carried out by an external third party to assess the impacts of R2K on the attitudes and behaviors of caregivers of children ages 0-6 in New Delhi.

II. Consultant Role and Scope of Services

The Centre for Early Childhood Education and Development (CECED) will carry out this study. The study will answer the following research questions:

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Project Code: PEARSCLL

Agreement Number: 2016-2179

Revised: 09/01/2015

Page 7 of 22

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RESULTS FOR DEVELOPMENT

INDEPENDENT CONTRACTOR AGREEMENT

1. What impact do R2K pilot activities had on caregivers' behaviors and attitudes related to reading with young children?
2. In what contexts do R2K activities have the most impact on these behaviors and attitudes (e.g., for mothers/fathers/caregivers of a certain demographic, for children of a certain age group, for content of a specific type, what frequency of reading together leads to impacts)?
3. How is the dosage of exposure of R2K related to impact on caregiver behaviors and attitudes towards reading?

CECED has worked with R4D and Worldreader to develop the study design. The study includes the following components:

1. Survey of caregivers (600 study participants: 300 treatment (150 each from each intervention group) and 300 control)
2. 4 Focus group discussions/interviews with caregivers
3. 4 case studies of families to understand how the R2K app is incorporated into family routines, etc.

CECED will lead the following activities:

1. The development of a detailed design report and data collection tools to be approved by R4D, which will manage CECED's work.
2. Data collection and analysis
3. Writing of draft and final reports

CECED and R4D will have monthly phone calls to check in on the status of the work, any challenges encountered, and upcoming activities.

III. Description of Deliverables

Deliverable	Date
<i>Monthly phone calls to update on study progress, challenges, upcoming activities, etc.</i>	
*Signing of Contract	September 5, 2016
Detailed study design	September 26, 2016
Draft data collection tools and sample selection	September 30, 2016
*Final data collection tools and sample selection	October 10, 2016
Draft Baseline Report	December 31, 2016
*Final Baseline Report	January 31, 2016
Draft Case Study Report	July 14, 2017
Final Case Study Report	August 14, 2017
Draft Final Report	July 14, 2017
*Final Report	August 16, 2017

*Tied to payment (see 4.2.1 above)

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Project Code: PEARSCLL

Agreement Number: 2016-2179

Revised: 09/01/2015

Page 8 of 22

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39



RESULTS FOR DEVELOPMENT

INDEPENDENT CONTRACTOR AGREEMENT

In addition to the aforementioned deliverables, CECED will provide all raw data, and transcriptions of data, to R4D.

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Project Code: PEARSCLL

Agreement Number: 2016-2179

Revised: 09/01/2015

Page 9 of 22

U. Kaul



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38



RESULTS FOR DEVELOPMENT

INDEPENDENT CONTRACTOR AGREEMENT

APPENDIX B

GENERAL CONTRACT TERMS AND CONDITIONS

1. Period of Performance; Term. The work is to be performed during the term of this Agreement as set forth in Paragraph 3 of this Agreement. The Agreement will begin on the Commencement Date and end on the Termination Date as set forth in Paragraph 3.1 of this Agreement. Termination will occur without further notice to either party, unless extended in writing or terminated early as provided herein.

2. Fees and Reimbursement (if any). R4D will pay Contractor the Fee indicated in Paragraph 4.1 of this Agreement, up to the Maximum Fee Amount. If provided in Paragraph 4.3 of the Agreement, R4D will reimburse Contractor's reasonable expenses up to the Maximum Reimbursable Expenses amount. All reimbursable expenses agreed upon must be accompanied by supporting documentation and completion and submission of appropriate expense forms required by R4D.

2.1 Full Reimbursement Contingent on Full Performance of the Work. Contractor understands and agrees that full reimbursement of expenses is contingent upon Contractor's full performance of the deliverables outlined in the Work (Appendix A). R4D reserves the right to reduce the total amount of reimbursable expenses paid to Contractor or refuse payment of reimbursable expenses if Contractor fails to meet the deliverables outlined in the Work.

2.2 Reimbursements for Travel & M&IE will be submitted via the R4D Travel Form. Contractor agrees to submit any request for reimbursable travel and meals and incidental (M&IE) expenses under this agreement via an R4D Travel Expense Form.

2.3 Adherence to R4D Travel Policy. If Contractor will receive reimbursement for expenses under paragraph 4.3; and/or receive Travel Arrangement Support under paragraph 5 of this Agreement, Contractor will adhere to all applicable provisions of the R4D Travel Policy

that appears as Appendix C of this Agreement. When and if the requirements of R4D Travel Policy conflicts with specific provisions of this Agreement, the terms of this Agreement will supersede. Contractor will ensure that Contractor's requests for reimbursements strictly adhere to the terms of this Agreement.

3. Set Off. R4D may set-off against amounts payable to Contractor under this (or any other) Agreement any claim R4D may have against Contractor.

4. Currency of Payment. Unless otherwise set forth in this Agreement, all payments will be in United States Dollars (\$US). Where exchange rates are involved, the rate of exchange between \$US and the other currency involved in the transaction will be the rate of exchange as of the date of payment. The date of each invoice will be clearly marked on each invoice. R4D will bear no risk or responsibility for fluctuations in foreign currency during the course of this Agreement.

5. Warranties. Without limiting any other warranties of the Contractor hereunder, Contractor warrants as follows:

5.1 Contractor's Work. Contractor warrants that the Work will be performed in a competent, thorough and professional manner, and that any work product provided by Contractor to R4D will, subject to the provisions of this Agreement, be the original work of Contractor, apart from quotations from the works of others clearly so marked and with appropriate citations thereto. Contractor will pursue all of Contractor's duties and obligations under this Agreement with diligence and dispatch.

5.2 Contractor Free to Enter Agreement. Contractor represents and warrants that there is no legal impediment to R4D's engagement of Contractor as an independent contractor hereunder, whether under any applicable laws or the terms of any other agreement to which Contractor is party.

R4D is an Equal Opportunity/Affirmative Action Employer: D/V

Project Code: PEARSCLL

Agreement Number: 2016-2179

Revised: 09/01/2015

Page 10 of 22

W. K. S.



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37



RESULTS FOR DEVELOPMENT

INDEPENDENT CONTRACTOR AGREEMENT

5.3 Contractor Will Comply with All Laws.

Contractor further warrants that Contractor will comply with all applicable international, national, state and local laws, regulations or rules, including without limitation, those regarding authority to conduct business, permits, licenses, tax withholding and payments, employment, reporting, contacts with government officials and rules governing or regulating contact with or the provision of gifts to government officials and their families, including reimbursements or payment of transportation, lodging and related travel expenses that apply in connection with the performance of the services specified in this Agreement and the activities contemplated hereunder. Contractor will provide R4D with copies of all documents requested by R4D to verify Contractor's representations set forth herein. Notwithstanding any due diligence performed by R4D with respect to the subject matter of these representations, Contractor will indemnify and hold R4D, its directors, officers, agents and employees harmless from any and all claims, causes of action, losses, damage, liabilities, costs and expenses, including attorney fees, arising from Contractor's breach of the representations set forth in this Agreement.

6. No Conflicts of Interest. Contractor represents that Contractor is free to enter into this Agreement and that this engagement does not violate the terms of any agreement between Contractor and any third party. Contractor represents and warrants that Contractor and, if applicable, its directors, officers or controlling stockholders, has no current pending personal, familial, financial or business relationships with R4D, or a director, advisor, officer or staff member of R4D, that could reasonably give rise to a conflict of interest with R4D; that could reasonably give rise to a conflict of interest with R4D; or could reasonably give the appearance of such a conflict of interest in the course of performing the Work for R4D. Contractor further agrees to disclose any such conflict or appearance of conflict if one arises while this Agreement is in effect. Further, Contractor, in

rendering Contractor's duties, will not utilize any invention, discovery, development, improvement, innovation, patent, trademark or trade secret in which it does not have a proprietary interest.

7. Coordination and Invoices. Contractor will coordinate work efforts with and report progress to the individual specified in this Agreement. All invoices will be submitted for payment in accordance with the terms of this Agreement; and presented for payment to the specified individual(s) who are apparent for reviewing them and approving them for payment. All reports and written components of the Work will likewise be presented as provided for in this Agreement.

8. Nondiscrimination. In any hiring or employment by Contractor for the purpose of or concerning the Work, Contractor agrees not to discriminate against any person regardless of race, creed, color, sex, national origin, age, marital or familial status, genetic information, or physical or mental disability for any position for which employee or applicant for employment is qualified.

9. Confidential Information. Contractor agrees not to divulge to anyone, either during the term of this Agreement or thereafter, any information of any kind whatsoever acquired by Contractor from R4D or any of its employees, Contractors, Contractors and/or subcontractors, in the course of performing the Work that is not otherwise publicly available ("Confidential Information"), without the prior written consent of R4D, except when, and to the extent required, to disclose such Confidential Information by operation of law or a court of competent jurisdiction, in which event Contractor will inform R4D prior to divulging such information. Contractor further agrees to deliver to R4D upon request, and in any event by the date on which this Agreement terminates, all copies of any material acquired by Contractor from R4D or any of its employees, Contractors, Contractors, and/or subcontractors, or containing information identifiably from or about R4D or any of its Contractors, Contractors, subcontractors or

R4D is an Equal Opportunity/Affirmative Action Employer: D/V

Project Code: PEARSCLL

Agreement Number: 2016-2179

Revised: 09/01/2015

Page 11 of 22



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36



RESULTS FOR DEVELOPMENT

INDEPENDENT CONTRACTOR AGREEMENT

employees, that was acquired or compiled by Contractor pursuant to the terms of this Agreement; provided however that any such information or material, such as oral or electronic information that cannot be delivered to R4D will remain subject to the confidentiality obligations hereunder. The obligations arising under this provision will survive termination of this Agreement.

9.1 Security and Network/Facility Access. If applicable, Contractor agrees that Contractor's access, as permitted by R4D, to any R4D facilities, electronic systems, and/or network will comply with all R4D policies which will be provided to Contractor as necessary and appropriate and may be updated from time to time.

10. Publicity and Publication. Contractor will not use the name of R4D in any press release, product advertising, or for any other commercial purpose, without the prior written consent of R4D.

11. Funding. Contractor's terms and conditions of being retained by R4D will be subject to any applicable limitations and requirements that may be imposed by R4D's funding sources.

12. Nature of the Relationship: Independent Contractor.

12.1 Contractor is an Independent Contractor. Contractor expressly represents and warrants to R4D that Contractor, and Contractor's employees, if applicable, are not and will not be construed to be an employee (or employees) of R4D and that Contractor's status is that of an Independent Contractor. Contractor will neither act as an agent nor be deemed an employee of R4D for the purposes of any employee benefit programs, workers compensation, income tax withholding, FICA taxes, and unemployment benefits or otherwise, whether state, local, national or international. Contractor will not enter into any agreement or incur any obligations on R4D's behalf, commit R4D in any manner, or purport to speak for or on behalf of R4D. The Work, including the means and methods of the Work, is under Contractor's sole control and discretion. R4D's only interest

is in the results of the Work. Contractor will accurately represent to the public Contractor's status as an independent contractor when performing the Work. Contractor will be solely responsible for Contractor and any employee(s), or agent(s) retained by Contractor in connection with the Work, including without limitation, paying any and all taxes (state, local, federal and/or international), FICA, workers compensation, unemployment compensation, medical insurance, life insurance, paid vacations, paid holidays, pension, profit sharing and other benefits or payments of any kind due in connection with Contractor's performance of services and/or due by reason of Contractor's payments to third parties (including, without limitation, its employees and independent contractors), and will be solely responsible for all tax or other reporting obligations related to any payment referred to in this Agreement.

12.2 Nonexclusive Services. R4D expects that Contractor, will during the term of this Agreement, refer professional services for such other persons or entities as Contractor, in Contractor's sole discretion, will determine. Contractor agrees that such services will not materially interfere with Contractor's performance under this Agreement.

12.3 Performance. Contractor, and not R4D, will be responsible for the manner and scope in which Contractor provides the services described in Appendix A.

13. Assignment.

13.1 Assignment/Subcontracting. Contractor will not assign this Agreement nor any rights or obligations herein, nor subcontract any of the Work, without R4D's prior written consent. Contractor will remain liable to R4D for all obligations and liabilities set forth in this Agreement without regard to whether Contractor directly performs the services or delegated performance to lower tier Contractors or Contractors.

13.2 R4D may assign this Agreement and rights hereunder to any affiliate, subsidiary or successor of R4D.

14. Deliverables (Intellectual Property).

R4D is an Equal Opportunity/Affirmative Action Employer: D/V

Project Code: PEARSCLL

Agreement Number: 2016-2179

Revised: 09/01/2015

Page 12 of 22

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RESULTS FOR DEVELOPMENT

INDEPENDENT CONTRACTOR AGREEMENT

All documentation, software ideas, and all other material first produced by Contractor under this Agreement (collectively "Deliverables") will be the sole and exclusive property of R4D. Contractor agrees that the Deliverables will be deemed works made for hire and that R4D will retain and own all copyright, patent, trade secret, trademark and any other intellectual property right in the Deliverables. If for any reason the Deliverables are not considered works made for hire owned by the R4D by operation of law, Contractor hereby irrevocably assigns to R4D all right, title and interest in the Deliverables. Upon request, Contractor agrees to execute all written documents necessary for R4D to establish, preserve or enforce its rights to the Deliverables. Contractor agrees not to assert and hereby irrevocably waives any moral rights that it may have in the Deliverables. Contractor hereby irrevocably assigns to R4D all moral rights in the Deliverables.

Notwithstanding the paragraph immediately above, R4D acknowledges that in the course of its performance under the Agreement, the Contractor may use pre-existing products, materials, and methodologies proprietary to the Contractor ("Pre-existing Works"). To the extent Contractor provides any Pre-existing Works hereunder, Contractor hereby grants to R4D a nonexclusive worldwide, perpetual, irrevocable, paid-up-license to prepare and have prepared derivative works of the pre-existing Works, and to use, have used, publish, execute, reproduce, transmit, display, perform, transfer, distribute, and sublicense the Pre-Existing Works and such derivative works in any medium or distribution technology, and to grant others the rights granted herein.

If Contractor engages subcontractors to complete the Deliverables, in order to be able to assign ownership of the Deliverables to R4D, Contractor will obtain full ownership of the intellectual property in any work products that are a part of the Deliverables and created by such subcontractors. Contractor understands

and agrees that R4D may make such use of the Deliverables as it wishes in its sole discretion, including the making of derivative works and permitting others to use it, or may decline to use it in any way. The Contractor will not distribute any portion of the Deliverables without R4D's prior written consent.

a. Third Party License and Materials. To the extent any licenses or other materials such as graphics or pre-existing source files ("Third Party Materials") must be obtained from third parties to be incorporated into the Work product, Contractor will obtain in writing on R4D's behalf, at Contractor's sole cost such third party licenses and all necessary rights to permit R4D to use such Third Party Materials in perpetuity. Contractor will promptly provide copies of all such license agreements and/or Third Party materials to R4D.

The obligations of this paragraph will survive any termination of this Agreement.

15. Credit for Authorship. If R4D publishes any of the Deliverables in a substantially unaltered form, at its discretion, R4D may give recognition of authorship in material it publishes, but R4D will have no legal obligation to follow such practice in the case of any Deliverable under this Agreement. Upon a written request from Contractor, R4D may grant to Contractor a non-exclusive, non-commercial license to use, revise and publish portions of the Deliverables for charitable purposes provided that R4D's consent is in writing, and confidential information concerning R4D, its Contractors, and/or subcontractors, and any individual who have not given consent is removed.

16. Indemnification Contractor agrees to indemnify, defend, and hold harmless R4D, its successors, assigns, transferees, officers, directors, employees, agents, affiliates, and subsidiaries from any and all loss, liability, damage, and expense (including reasonable attorney's fees), resulting directly or indirectly, from any claims or lawsuits arising out of or in connection with the Contractor's performance under this Agreement; or for any harm incurred to Contractor during the course of the agreement

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Agreement Number: 2016-2179

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34



RESULTS FOR DEVELOPMENT

INDEPENDENT CONTRACTOR AGREEMENT

due to any accident, negligent interaction and/or workmanship of R4D; or for any claims arising out of Contractor's breach of any of its obligations or warranties under this Agreement, unless R4D is legally adjudged to have acted criminally, intentionally, recklessly, or grossly negligent in connection with the circumstances giving rise to Contractor's liability. Contractor agrees to give R4D immediate notice of any suit or action filed or of any claim made against R4D arising out of or in connection with this Agreement. This paragraph will survive termination of this Agreement.

16.1 Assumption of Risk: Travel. Contractor understands that there are hazards and risks inherent in any travel Contractor may undertake under this Agreement, including but not limited to insurgent and criminal incidents; Contractor agrees to assume all risk for injury or loss of life to Contractor, or Contractor's property loss or damage, that may result from Contractor or Contractor's staff while carrying out the Scope of Work as outlined in this Agreement. Contractor acknowledges and accepts that R4D and its staff may be unable to predict or avoid such incidents and R4D OR ITS EMPLOYEES CANNOT GUARANTEE TO PROTECT CONTRACTOR OR CONTRACTOR'S EMPLOYEES FROM THE RISKS AND THE POSSIBILITY OF PERSONAL INJURY, DEATH, PROPERTY DAMAGE OR LOSS RESULTING THEREFROM.

THEREFORE, Contractor explicitly WAIVES ANY AND ALL CLAIMS against Results for Development Institute ("R4D") and its directors, officers, employees, instructors, agents, subcontractors, independent contractors, representatives, successors and assigns and RELEASES THEM from any and all liability for any loss, damage, expense or injury including death that Contractor, Contractor's staff or property may suffer DUE TO ANY CAUSE WHATSOEVER while undertaking any travel undertaken as a part of the terms of this Agreement. Contractor agrees to maintain all required insurance and to indemnify and save harmless R4D, its officers, directors, agents,

and employees from and against any and all claims and liability, loss, expenses, suits, damages, judgments, demands, and costs (including reasonable legal and professional fees and expenses) arising out of injury or death to Contractor, Contractor's staff, including employees, agents and subcontractors of Contractor.

Further Contractor recognizes that Contractor and/or Contractor's staff will not be covered under any forms of R4D's insurance and that Contractor is solely responsible for obtaining all related insurances for their travel or work under this Agreement. The insurance R4D will not cover include, but are not limited to, medical evacuation insurance, political evacuation insurance, and Defense Base Act insurance. This paragraph will survive termination of this Agreement.

17. Mutual Limitation of Liability. Notwithstanding any other provision of this Agreement, each party's liability for damages will be limited to direct damages not to exceed the lesser of (a) an amount equal to the Maximum Fee Amount set forth Paragraph 4.1 of the Agreement or (b) \$50,000.

18. No Lobbying or Campaign Intervention: Contractor is Not a Registered Lobbyist.

18.1 No Lobbying. No payments under this Agreement may be used to carry on propaganda or otherwise attempt to influence legislation within the meaning of Section 501(c)(3) of the Internal Revenue Code ("Code") of the United States and the regulations thereunder, or to be used for activities that constitute lobbying under the lobbying disclosure acts or similar laws of the United States or of any state.

18.2 Contractor is Not a Registered Lobbyist. Contractor is not a registered lobbyist and agrees to not engage in an amount of direct communication, as defined by District of Columbia or other United States state law and regulations, that would require Contractor or any of its partners to register as a lobbyist or to register as a lobbying firm, including direct communication on behalf of parties other than R4D.

R4D is an Equal Opportunity/Affirmative Action Employer: D/V

Project Code: PEARSCLL

Agreement Number: 2016-2179

Revised: 09/01/2015

Page 14 of 22

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Registrar / Register
Ambedkar University
सर्वोपनिवेश, वासोपनिवेश, 110006
Lander Road, Kashmere Gate, Delhi-110006
e-mail/website : www.aud.ac.in

37



RESULTS FOR DEVELOPMENT

INDEPENDENT CONTRACTOR AGREEMENT

18.3 No Payments for Gifts, Meals and Travel of Government Employees. Contractor agrees not to make any payment for gifts, meals or travel of international, national, state or local government employees as part of the Work.

18.4 No Campaign Intervention. No payments received by Contractor under this Agreement may be used to participate or intervene in (including the publishing or distributing of statements) any political campaign on behalf of (or in opposition to) any candidate for public office within the meaning of Section 501(c)(3) of the Code of the regulations thereunder.

18.5 Contractor Agrees to Refund Misused Payments. R4D will not be obligated to pay Contractor for any work or expense that violates this paragraph and Contractor agrees to refund R4D any amount paid to Contractor for such work or expense immediately. The obligations of this paragraph will survive any termination of this Agreement.

19. Contractor Insurance. Contractor will maintain all appropriate insurance coverage to perform the work required under this agreement. This includes, but is not limited to, workers compensation, major medical, general and business liability insurance where applicable. At R4D's request, Contractor will furnish R4D with a copy of current Certificates of Insurance and proof of payment of premiums.

20. Requirements for Subcontractors. Contractor agrees that in the event Contractor subcontracts with third parties for the Work under this Agreement, it will required such subcontractors to be rebound by the terms of this Agreement and to effectuate the intent thereof.

21. Related Work. Should Contractor's performance depend in any way on the proper performance of another subcontractor or Contractor, Contractor agrees to take all reasonable measures to discover any defects in such performance as it relates to the grant funded activities and will promptly report such defects in writing to R4D. Contractor will cooperate fully with other Contractors and

Contractors and with R4D's employees and agents, and will incorporate any reasonable changes in scheduling and performing the grant funded activities to accommodate the needs of the other subcontractors or Contractors, and will comply promptly with the directives given by R4D's representatives.

22. Foreign Corrupt Practices Act and Anti-Terrorism. By signing this Agreement, Contractor certifies and warrants that it and its subcontractors, if any, do not and will not violate the United States Foreign Corrupt Practices Act and that it and its subcontractors, if any, will not promote or engage in violence or terrorism. Further, Contractor agrees that it will at all times comply with all relevant laws prohibiting transactions with individuals and organizations associated with terrorism, including, without limitation, Executive Order 13224 and the Patriot Act. Without limitation, Contractor agrees that prior to incurring and making any payment pursuant to this Agreement, it will ensure that the payee is not on the "Specially Designated Nationals" list maintained by the United States Department of the Treasury, or on terrorist watch lists maintained by the United Nations or the European Union.

22.1 Authorization for Clearance. Contractor understands that to confirm the certifications in this paragraph R4D may conduct restricted party watch list screening to ensure compliance with the provisions of this section and to specifically ensure that contractor's name does not appear on any terrorism databases or watch lists. Contractor hereby releases R4D, its successors, assigns, officers, directors, employees, agents, affiliates, and subsidiaries from any and all loss, liability, damage, and expense (including reasonable attorney's fees), resulting directly or indirectly, from any claims or lawsuits arising out of or in connection with the collection of information authorized in this section.

22.2 Breach of this Section Will Void Agreement. Any breach by Contractor of the warranties and representations contained in this paragraph 22 will entitle R4D to immediately terminate the Agreement and recover from

R4D is an Equal Opportunity/Affirmative Action Employer: D/V

Project Code: PEARSCLL

Agreement Number: 2015-2179

Revised: 09/01/2015

Page 15 of 22

Ukand



Ambedkar University Delhi
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 Website: www.aud.ac.in

32



RESULTS FOR DEVELOPMENT

INDEPENDENT CONTRACTOR AGREEMENT

Contractor the amount or value of any prohibited payment, as well as the amount of any loss resulting from such termination.

23. **Bribes** Contractor will not directly or indirectly offer, promise or pay any compensation or give anything of value to any official agent, or employee of any government, governmental agency or political party or any candidate for political office on behalf of or for the benefit of R4D.

24. **International Contractors.** If the Contractor is not a U.S. individual or entity; and is not an individual or entity authorized to perform work in the US under existing US immigration and labor laws, Contractor agrees that no part of the Work will include travel to or from the United States or activities conducted in the United States, and no fees or reimbursements hereunder will be paid or such travel or activities. In addition, Contractor will be solely responsible for determining and paying on its own behalf, without reimbursement from R4D, all taxes (e.g., sales tax, India service tax, VAT) imposed by any non-United States jurisdiction that applies to (a) the services rendered by Contractor hereunder and (b) Contractor's payments to any third parties in connection with this engagement. R4D will not be obligated to pay Contractor for any work or expense that violates this paragraph and Contractor agrees to refund R4D any amount paid to the Contractor for such work or expense immediately. The obligations of this paragraph will survive any termination of this Agreement.

25. **Taxes.** Except as otherwise specified herein, Contractor is responsible for and will pay all taxes (e.g., sales tax, India service tax, VAT) related to the performance of the Work and Deliverables, and Contractor's receipt of payment under this Agreement (e.g., income tax), and upon request will provide R4D documentation verifying the payment of such taxes. R4D will not withhold any amounts for employment-related taxes or income taxes unless required by US law. If applicable, this withholding will be addressed in the relevant work order.

26. Tax Reporting.

26.1 If Contractor is authorized to perform the Work in the United States. Contractor confirms that Contractor is authorized to perform the Work in the United States. Contractor will provide R4D with appropriate tax forms prior to execution of this agreement.

26.2 If Contractor is not authorized to perform the Work in the United States. If Contractor is not authorized to perform the Work in the United States, and Contractor is undertaking this assignment in the United States, Contractor will provide R4D written confirmation that Contractor is in possession appropriate documentation (valid visa and/or work authorization) that allows it to receive payment from R4D. If Contractor is unable to provide appropriate documentation, this Agreement will be not become effective.

26.3 If Contractor is not performing the Work in the United States. If Contractor is not performing the Work in the United States, by signing and returning the Agreement, Contractor acknowledges and agrees that no portion of the Work hereunder will be performed in the United States. Contractor will provide R4D with a completed R4D Certification of Exemption from Tax With-holding for Non-US Persons Form prior to execution of this Agreement.

27. **Termination.** This Agreement can be terminated without fault of either party upon written notice, effective ten (10) business days after such notice is received.

27.1 R4D's sole obligation in the event of such termination will be payment for services actually performed and, if provided for in the terms of this Agreement, reimbursement of expenses actually incurred, by Contractor through the effective date of termination. In the event of such termination, Contractor agrees to immediate repayment to R4D any advance payment made to Contractor for services not performed and/or expenses not incurred through such effective date and to deliver to R4D any Work Product created prior to such effective date.

27.2 This Agreement may be terminated immediately upon written notice in the event of:

R4D is an Equal Opportunity/Affirmative Action Employer: D/V

Project Code: PEARSCLL

Agreement Number: 2016-2179

Revised: 09/01/2015

Page 16 of 22

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Registrar
of Companies
K. J. Somaiya Institute of
Management Studies
Lodhian Road, Kishore Park, Delhi-110006
www.dca.gov.in

[Signature]

21



RESULTS FOR DEVELOPMENT

INDEPENDENT CONTRACTOR AGREEMENT

(a) a violation by Contractor of the Proprietary Information provisions set forth herein; (b) R4D President's reasonable belief that Contractor is incompetent or the health or the safety of R4D's clients or staff is endangered; (c) R4D President's reasonable belief that Contractor has committed fraud; or (d) R4D's loss of grant funding.

27.3 This Agreement may be terminated upon thirty (30) days prior notice by R4D if Contractor materially breaches any provision of this Agreement, except as set forth in the preceding paragraph, when such breach is not cured to the reasonable satisfaction of R4D within such thirty (30) day notice period. Upon termination due to a breach by Contractor, all further monetary obligations of R4D to Contractor will automatically cease.

27.4 Upon either parties sending or receipt of notice of termination, Contractor will immediately cease to incur further costs. Unless terminated pursuant to the provisions in 27.2 or 27.3 of this section, R4D will reimburse Contractor for costs incurred prior to notification.

28. Disagreement or Dispute. Any disagreement or dispute arising out of or relating to this Agreement or the breach, termination or invalidity thereof will be settled as follows.

28.1 Mutual agreement. The parties will attempt in good faith to resolve all disagreements or disputes between themselves by mutual agreement.

28.2 Dispute Resolution. Either party may request that any dispute arising out of this Agreement will be submitted to binding arbitration before a mutually agreed upon arbitrator pursuant to the rules of the American Arbitration Association. The law governing the arbitration will be that of the United States of America, and the forum of the arbitration will, unless otherwise agreed in writing, be the District of Columbia. No written or oral representation made during the course of any panel proceeding or other settlement negotiations will be deemed a party admission. Pending any decision, appeal, suit, or claim, pursuant to this Section, the Contractor will proceed diligently with

the Work and Deliverables outlined herein. The provisions of this paragraph 28.2 will not be construed to limit the administrative or legal rights otherwise available to the parties in the event of violations of the terms or conditions of this Agreement.

28.3 Attorneys' Fees. In the event either party brings an action against the other (including without limitation an arbitration) or otherwise to enforce the terms, covenants and conditions of this Agreement, or to defend an action brought by the other party, the prevailing party in such action will be reimbursed by the other party for such costs as may be incurred in such action, including any appeal therefrom, including reasonable attorneys' fees, court costs and expert witness fees.

29. Jurisdiction and Governing Law. This Agreement will be exclusively governed by the laws of the District of Columbia, and as applicable, the United States of America, without giving effect to the principles of conflicts of law thereof.

30. Modification. No modification of this Agreement will be binding or enforceable unless in writing and signed by Contractor and R4D.

31. Drafting Party. Each party has reviewed this Agreement and any question of interpretation will not be resolved by any rule of interpretation providing for interpretation against the drafting party. This Agreement will be construed as though drafted by both parties.

32. Headings. The headings contained herein are for the convenience of reference only and are not intended to define, limit or describe the scope or intent of any provision of this Agreement.

33. Waiver. No delay or failure to exercise any right, power, or privilege under this Agreement will impair any such right, power, or privilege or be construed as a waiver of any default. No single or partial exercise of any right, power, or privilege will preclude further exercise of such right, power, or privilege, or the exercise of any other right, power, or privilege.

34. Severability. Should any one or more of the provision(s) contained in the Agreement be

R4D is an Equal Opportunity/Affirmative Action Employer: D/V

Project Code: PEARSCLL

Agreement Number: 2016-2179

Revised: 09/01/2015

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Registrar
Academic Registrar
Anbedhar University, Delhi
Address: 110006
Lodhian Road, Kirti Nagar, Delhi-110006
Contact: website, e-mail and cell

30



RESULTS FOR DEVELOPMENT

INDEPENDENT CONTRACTOR AGREEMENT

invalid, illegal, or unenforceable in any respect under any applicable statute or rule of law, then such provision(s) will be deemed inoperative to the extent that it is invalid, illegal, or unenforceable, and the remainder of the Agreement will continue in full force and effect. An invalid, illegal, or unenforceable provision(s) will be reformed and modified so that it expresses the original intent of the Parties as closely as practicable without being invalid, illegal or unenforceable.

35. Remedies and Non-Waiver. Failure of R4D to insist upon strict conformance with the provisions of this Agreement will not constitute a waiver of any of the provisions hereof. Except as otherwise expressly stated herein, the remedies provided herein will be non-exclusive and in addition to any other remedies in law or equity. Any waiver must be in writing designated as such and signed by R4D, and will be applicable only to the extent set forth therein.

36. Course of Dealing. No course of dealing between the parties hereto nor failure by R4D at any time, or from time to time, to enforce any term or condition of this Agreement will constitute a waiver of such term or condition, nor will such course of dealing or failure affect such term or condition in any way or the right of R4D at any time to avail itself of such remedies as it may have for any breach of such term or condition.

37. Requirements of Sub-Contractors and other Third Parties. Contractor agrees that in the event Contractor subcontracts with third parties for the any of the Work under the Work and/or Deliverables in this Agreement, it will require such Contractors to be rebound by the terms of this Agreement and to effectuate the intent thereof.

38. Final Payment/Release. Contractor's acceptance of final payment hereunder constitutes a release of all claims and liabilities which the Contractor may have against R4D relating to this Agreement.

39. Counterparts. This Agreement may be executed in any number of separate counterparts, all of which, when taken together,

will constitute one and the same instrument notwithstanding the fact that all parties did not sign the same counterpart. Delivery of an executed counterpart of this Agreement by telefacsimile or a scanned copy sent by electronic mail will be equally as effective as delivery of a manually executed counterpart hereof. Any party delivering an executed counterpart of this Agreement by telefacsimile or electronic mail will also deliver a manually executed counterpart hereof, but the failure to deliver a manually executed counterpart hereof will not affect the validity, enforceability, and binding effect of this Agreement.

40. Signature Authorized. The parties each represent and warrant that each has the respective corporate or other power and authority to enter into this Agreement and to perform its obligations hereunder, and that the person who executes this Agreement on behalf of such party has the necessary authority to bind such party.

41. Liens. Contractor hereby waives its right to file any lien in connection with the Work and will not enter into any agreement creating such a right in any other party.

42. Force Majeure. R4D will not be responsible for failure to perform under this Agreement when its failure results from any of the following causes: Acts of God or public enemies, civil war, insurrection or riot, fire, flood, explosion, earthquake or serious accident, strike, labor trouble or work interruption or any cause beyond its reasonable control.

43. Advice of Counsel. In entering this Agreement, the Contractor represents that the terms of this Agreement have been completely read and those terms are fully understood and voluntarily accepted. Contractor has had the opportunity to consult with counsel, whether they have chosen to do so or not, prior to entering into this Agreement.

44. Entire Agreement. This Agreement, including the Work, Deliverables, General Terms and Conditions and additional Appendices, exhibits or annexes attached thereto represents the complete understanding of the Parties

R4D is an Equal Opportunity/Affirmative Action Employer: D/V

Project Code: PEARSCLL

Agreement Number: 2016-2179

Revised: 09/01/2015

Handwritten signature



Registrar
Ambedkar University
Lal Bahadur Shastri Road, Kharwar, Dehra Dun
www.aud.ac.in

29



RESULTS FOR DEVELOPMENT

INDEPENDENT CONTRACTOR AGREEMENT

hereto. Any amendment to the Agreement will be in writing and signed by both parties. This Agreement cancels, supersedes, and revokes all prior negotiations, representations and agreements between the parties, whether oral or

written relating to the subject matter of this Agreement, in the event of a conflict between any of the terms of this Agreement and any attachments hereto, this Agreement will control.

R4D is an Equal Opportunity/Affirmative Action Employer: D/V

Project Code: PEARSCLL

Agreement Number: 2016-2179

Revised: 09/01/2015

Page 19 of 22

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बुलंदशहर / Registration
अंबेडकर विश्वविद्यालय
Ambedkar University Delhi
एम्बेडकर रोड, बल्लभपुरा गाँव, दिल्ली-110005
Lodhi Road, Ballambhara Gate, Delhi-110005
mail@website : www.aud.ac.in



**RESULTS FOR
DEVELOPMENT**

INDEPENDENT CONTRACTOR AGREEMENT

**APPENDIX C
R4D TRAVEL POLICY**

Not applicable to this sub-contract

R4D is an Equal Opportunity/Affirmative Action Employer: D/W

Project Code: PEARSCLL

Agreement Number: 2016-2179

Revised: 09/01/2015

27



RESULTS FOR DEVELOPMENT

INDEPENDENT CONTRACTOR AGREEMENT

APPENDIX D

CONTRACTOR INFORMATION FORM



Full Name: _____ Date: _____
Last First M.I.

Address: _____
[Mailing] Street Address Apartment/Unit #

_____ *State ZIP Code*

Address: _____
[Permanent] If same as mailing type "SAME" Street Address Apartment/Unit #

_____ *State ZIP Code*

Phone: () _____ Home Birth Year: _____



Emergency Information

Emergency Contact's Name: _____
Last First

Address: _____
Street Address Apartment/Unit #

_____ *State ZIP Code*

City _____

Phone 1: () _____ E-mail Address: _____

Phone 2: () _____ Relationship _____

R4D is an Equal Opportunity/Affirmative Action Employer; D/V

Project Code: PEARSCLL
Agreement Number: 2016-2179
Revised: 09/01/2015

20



**RESULTS FOR
DEVELOPMENT**

INDEPENDENT CONTRACTOR AGREEMENT

APPENDIX E

Medical and Evacuation Insurance Coverage

Not applicable to this sub-contract

R4D is an Equal Opportunity/Affirmative Action Employer; D/V

Project Code: PEARSCLL

Agreement Number: 2016-2179

Revised: 09/01/2015

Page 22 of 22

REVISED BUDGET

Financial proposal for Impact of the MRZC Intervention on Caregivers' Behavior and Attitudes
5th September 2016-16th August 2017

BUDGET FOR THE MAIN STUDY (Sample Size 600)

16th August, 2016- 15th August, 2017

S. No.	Items	Unit	Rate	Months	CECED AUD	Total (INR)	Remarks
1	Salaries						
i)	Senior Project Associate	1	61690	3	185070		Supported by CECED, AUD
ii)	Project Associate	1	50000	6		300000	
iii)	Project Assistant	3	25000	12		900000	
iv)	Field investigators	4	15000	7		420000	
v)	Consultant (Statistics and analysis)	1	4000	60 days		240000	
	Subtotal (I to III)					1860000	
2	Project Activities						
i)	Field Work (Household survey, Pre pilot, Pre and post data collection)	8 people	700	120 days		672000	Will be booked as per actuals
ii)	Stationary, Tools development & printing etc					50000	Will be booked as per actuals
iii)	Communication			12		80000	Will be booked as per actuals
iv)	Consultations & meetings					25000	Will be booked as per actuals
	Subtotal (I to v)					827000	
3	Administrative support and Secretarial Assistance					250000	
4	Total					2937000	
5	12% overhead charges					352440	
6	Grand total (in INR) A					3107440	
7	Grand total (in USD @ exchange rate of 67.41)					46232	

BUDGET FOR CASE STUDY COMPONENT (Four case studies)

S. No.	Items	Unit	Rate	Days	Total	Remarks
1	Resource fee					
i)	Principal Investigator (Faculty in charge)	1	4545	15	68175	
ii)	Consultant	1	2500	80	200000	
	Subtotal (I to II)				268175	
2	Project Activities					
i)	Data collection & Field Work			60 days	70000	Will be booked as per actuals
ii)	Communication & Printing				30000	Will be booked as per actuals
	Subtotal (I to III)				100000	
	Grand total (in INR) B				168175	
	Grand total (in USD @ exchange rate of 67.41)				2494	
	Final Total in INR (A+B)				3657615	
	Final Total in USD (A+B)				54267.2849	

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Registrar
Ambedkar University
Lotli Road, Kashi
Website : www.ambu.ac.in



Plan India
E-12, Kailash Colony
New Delhi - 110048
India

Tel: +91-11-46584444
Fax: +91-11-46584443
Email: planindia@planindia.org
www.planindia.org

Agreement

This AGREEMENT made and entered into at New Delhi this 21st April 2016, by and between **Plan International (India Chapter)**, a society under Society Registration Act XXI of 1860 with its office located in New Delhi, E-12, Kailash Colony, New Delhi-110048, hereinafter referred to as ("**Plan**") in this Agreement AND **Ambedkar University Delhi**, AUD Admin Block, Room No. 307, Lothian Road, Kashmere gate Campus, Delhi - 10006 PAN # AAAGB0017R, hereinafter referred to as the ("**CONSULTANT**").

1. Term and Scope of Services

The Consultant is engaged to project as per the terms and reference annexure -I. The terms and conditions of this Agreement shall apply to each of such Project Confirmation. This Agreement shall commence on the date entered 1st May 2016 and continue till 31st January 2017 or can be terminated by either party in accordance with the Termination provisions of this Agreement.

2. Warranty for Services

The Consultant warrants and guarantees, the quality and adequacy of services that are covered by the proposal submitted annexure - II, and the consultant shall faithfully and punctually perform duties and functions as are assigned to it and required by Plan.

3. Compensation

3.1 As compensation for services, Plan shall pay **Rs. 6, 47,197** (Rupees Six Lakhs Forty Seven Thousand One Hundred Ninety Seven only).

3.2 The payment will be on made by cheque as per details below on submission of an invoice by the consultant and duly recommended & approved by the authorized staff of Plan.

3.3 i) First instalment of 20% of the total amount will be paid to the consultant on submission of RCES Framework.

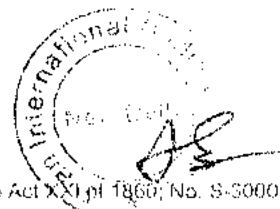
ii) Second Instalment of 30% of the total amount will be paid to the consultant on submission of first final manual.

iii) Third Instalment of 25% of the total amount will be paid to the consultant on submission of second draft manual.

iv) Fourth Instalment of 25% of the total amount will be paid to the consultant on submission of Final Second Manual.

3.4 All statutory levies and taxes, if any, will be deducted by Plan from the payments to be made under this Agreement for which necessary forms/certificates will be furnished.

Plan India
E-12, Kailash Colony
New Delhi - 110048
India



3.5 All fees payable to the consultant in this regard shall be returned to Plan or adjusted against the payment. Notwithstanding anything to the contrary herein contained, if Plan is of the opinion that the Consultant has neglected or failed to provide services as per provisions of Clause 2 above and failed to correct such neglect or failure within 30 days of receiving Plan's written demand to remedy, Plan may terminate the affected Project Confirmation by giving a notice in writing to the Consultant. Such termination shall be without prejudice to any other rights or remedies of Plan under this Agreement.

4. **Child protection Policy:** Plan is committed to the actualizing of child rights and is obligated to provide children with whom it works a safe and conducive environment. Plan's Child Protection Policy (as attached as Annexure - III) applies to its partners/ staff/consultants as much as it applies to its own staff. Any violation of the code of conduct as described in the policy is considered by Plan a serious contempt to children and Plan reserves its right to intervene in such circumstances.

5. **Termination of services**

Plan shall have the right to terminate the contract or any one or each Project Confirmation without notice, and without providing reasons, provided that any Project Confirmation(s) pending at the time of termination in accordance with this paragraph shall remain in effect and the terms of this Agreement will continue to apply to such Project Confirmation(s) until it is completed.

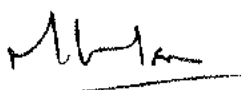
Should the Consultant leave the assignment before its completion or not deliver as per the Terms Of Reference, then Plan would have the right to deduct any pro rata fees and/or charges incurred on any travel/overhead expenses on the Consultant before settling all accounts of the Consultant.

6. **Non disclosure of Information**

Consultant acknowledges that in the course of its operations, Plan has developed and gathered extensive data- information, procedures, processes, methods and systems of a confidential and proprietary nature including, without limitation, information or evaluations pertaining to grant applications and distributions, contact persons, programs of Plan, research data, planning data, development data, experience data, business processes, methods, know-how and other confidential information, knowledge or data used or useful in conducting the operations of Plan (collectively, the "Confidential Information"); that the disclosure thereof is being made by Plan to Consultant only because of the position of trust and confidence which Consultant will occupy and because of the agreement of Consultant to the restrictions contained herein; that all such Confidential Information is the sole property of Plan; that strict protection of the Confidential Information is necessary to the successful continuation of the operations of the Plan; and that unauthorized use or disclosure of the Confidential Information would irreparably harm Plan. Consultant agrees that Consultant will not directly or indirectly divulge, disclose or use at any time, either during the term of this Agreement or at any time thereafter, any Confidential Information, unless Consultant shall first have secured the written consent of Plan or unless such disclosure or use is both necessary in the performance of the Services.

6.2 The consultant is expressly forbidden and has no authority during its engagement or after their cessation thereof, to issue any statement, orally or in writing either privately or in public through any media such as newspapers, magazines, television, internet, radio or otherwise about or in relation to Plan without any prior written approval of the Executive Director.

6.3 No duty of confidentiality shall apply to information that is or becomes publicly available, is already known to the Consultant, is independently acquired or developed by the Consultant or is legally required to be disclosed.



Plan International (India) Pvt. Ltd.
New Delhi
Phone: 26111000
Fax: 26111006
E-mail: info@planindia.org
www.planindia.org



7. **Return of Proprietary Information**

Upon termination of this Agreement, Consultant shall promptly turn over to Plan or its authorized agent all documents of any nature made, compiled by, or delivered to Consultant by Plan or by other persons related to the performance of the Services, and, upon payment of all fees for work performed to generate such, all documents of any nature made or compiled by Consultant in the course of performing the services, including, without limitation, any notes, memoranda, note-books, drawings, plans, financial information, research data, evaluations, methods or any other written information pertaining to Plan's operations, and other similar information whether or not marked "Confidential" or similarly labelled, and Consultant agrees that the same and all information and materials contained therein or relating thereto or developed by Consultant in the course of rendering the Services to Plan hereunder is and will at all times remain the exclusive property of Plan.

8. **Rights to Copyright**

8.1 All intellectual property, including research papers, books, photographs, computer software or other literary or pictorial books shall be considered works made for hire and all rights to copyright shall be held by Plan.

8.2 To the extent necessary to validate Plan's project results against Consultant's benchmarking database, Plan grants to Consultant a license to retain all project results in those databases used by Consultant for benchmarking and validation of Consultant analyses provided that such norms and benchmarks are used by Consultant solely on a non-identifiable basis.

8.3 The project deliverables may not be used in legal proceedings. If Plan publicizes or otherwise discloses the project deliverables outside of Plan's organization, such publication or disclosure shall not be presented in a misleading manner. Plan is encouraged to consult with Consultant regarding the form and content of publication of the findings. Prior written agreement must be secured from Consultant regarding any publication from the project deliverables or any application/registration with government authorities that identifies Consultant as the source of information; such agreement shall not be unreasonably withheld or delayed.

8.4 All of Consultant's research methodologies, templates, approach to questionnaire design, general market research know-how, pre-existing Consultant intellectual property and Consultant syndicated or syndicable data used or developed in conducting the survey or project remains the sole and exclusive property of Consultant.

9. **Arbitration**

The parties hereto agree and declare that if any disputes or differences shall arise touching or concerning these presents or the interpretation thereof the parties hereto agree to resolve such disputes and differences by mutual negotiation and failing settlement by mutual negotiation the disputes and differences shall be referred to arbitration by a sole arbitrator to be appointed by mutual agreement of the parties. The arbitration shall take place in New Delhi and all arbitration shall be held in accordance with the Indian Arbitration and Conciliation Act, 1996. The courts located in Delhi shall have exclusive jurisdiction for all matters relating to any dispute or difference between the parties. Any award made by the Arbitrator shall be final and binding upon the parties hereto and it may be enforced by the parties hereto in the High Court of New Delhi by making the same the rule of the said Honourable Court.

10. **Enforcement**

Consultant agrees and acknowledges that Plan will suffer irreparable injury and damage and cannot be reasonably or adequately compensated in monetary damages for the loss it may

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suffer as a result of a breach or violation by Consultant of any of the obligations contained in Sections 4, 5, or 6 hereof. Accordingly, in addition to any other remedies to which Plan shall be entitled to apply to a court of competent jurisdiction for both a preliminary and permanent injunction or similar court order enjoining Consultant from violating any of the provisions of Sections 4, 5, or 6 hereof, and consultant consents to submit for this purpose to the jurisdiction of the High court of New Delhi.

11. Independent Contractor

The consultant shall perform the Consultancy services hereunder as an independent Contractor, it being agreed that nothing contained herein shall be construed as establishing or creating a relationship of master and servant or principal and agent and it being further agreed that the position of the Consultant and that of the Consultant's services rendering the Consultancy Services is that of an independent contractor. It is also further agreed that all persons who are employed or engaged by the Consultant or perform work for the Consultant (including the Consultant's Personnel) in connection with the Consultancy Services whether they be the Consultant's employees, servants and agents or independent specialists or otherwise, shall be deemed to be its employees and the Consultant shall accept full and exclusive liability for the payment of all salaries, wages, commissions and other remuneration to such persons including payment of all and any taxes, duties, fees and other impositions, both within and outside India. The Consultant shall indemnify Plan against the foregoing liabilities and any other liability that Plan may in law incur in respect of persons who are employed or engaged by the Consultant by reason of such employment or engagement and the aforesaid obligation to indemnify Plan shall survive the final payment and settlement hereunder. In the event such liability exceeds the final payment, the consultant would reimburse Plan and in default of payment Plan would be entitled to take recourse to Proceedings as specified in this agreement or as provided by law.

12. Claims

12.1 With respect to its rendering of the Consultancy Services, the Consultant shall indemnify and hold Plan harmless from any and all claims, liabilities and causes of action for injury to or death of any person including the Consultant's Personnel or for damage to or destruction of property of Plan or third parties resulting from any and all acts or omissions of the Consultant and/or the Consultant's Personnel in rendering the Consultancy Services.

12.2 Plan agrees to indemnify and hold harmless Consultant against all claims, damages, loss or expenses arising from Plan's disclosure of the project deliverables outside of Plan's internal organization or from any use of the project deliverables other than as expressly permitted in this Agreement.

12.3 Consultant shall use reasonable efforts to correct errors in the project deliverables and shall refund fees paid for any undelivered project deliverables or that part of any erroneous project deliverables that cannot be corrected. Consultant's total liability relating to work for any project commissioned under this Agreement shall not exceed amounts paid for such project. These remedies are exclusive.

13. Taxes

Plan shall not be liable for any payments of taxes, duties, fees and other impositions levied by any governmental authority or otherwise in India in respect of any payment to be made in connection with the rendering of the Consultancy Services (save and except such withholding tax applicable to such fees and deducted therefore by Plan). Such payments shall be borne and paid for by the Consultant and the Consultant shall indemnify Plan and keep Plan indemnified and harmless in respect thereof.



अनंद बक्षी विश्वविद्यालय
एन.बक्षी विश्वविद्यालय दिल्ली
Anand Bakshi University Delhi
एन.बक्षी रोड, कुश्मावरी गाँव, दिल्ली-110006
Kushmura Road, Kushmura Gola, Delhi-110006
Name/website: www.abu.ac.in



14. **No Assignment by Consultant**

The Consultant's obligations hereunder and rights to receive payment therefore are hereby expressly declared to be non-assignable, non-delegatable, and non-transferable.

15. **Entire Agreement**

This Agreement constitutes the entire agreement between the parties and may not be amended or modified except by a written instrument signed by both parties hereto.

16. **Governing Law**

This Agreement shall be governed by the laws of India.

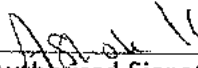
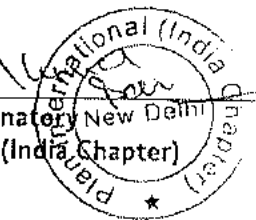
17. **Notice**

Any notices required hereunder shall be in writing, sent by registered post to Plan or Consultant at their respective addresses set forth above, as the case may be.

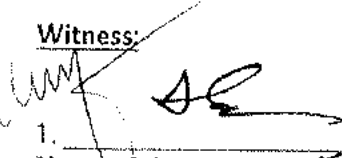
18. **Severability**

The invalidity or unenforceability of any particular provision of this Agreement shall not affect the other provisions hereof, and this Agreement shall be construed in all respects as if such valid or unenforceable provisions were omitted.

IN WITNESS WHEREOF, the parties have executed this consultancy Agreement in duplicate on the date first above written.


For Authorised Signatory New Delhi
Plan International (India Chapter)




Witness:

1. 
Name of the Witness: JEET SINGH

Address: E-12, Kailash Colony, New Delhi-110048.

2. B. PLANKO B. Jhi
Name of the Witness:

Address: E-12, Kailash Colony, New Delhi-110048.


For Consultant
Ambedkar University Delhi

कलसुचि / Registrar
विश्वविद्यालय दिल्ली
Ambedkar University De
एम्बेडकन रोड, कश्मीरी गेट, दि
Lal Bahadur Shastri Road, Kashmere Gate
फ़ोन/वेबसाइट : www.a.

1. DR. SUNITA SINGH Sunita Singh
Name of the Witness:

2. Dr. Payal Sahu Payal
Name of the Witness:

TEMPLATE: TERMS OF REFERENCE (ToR)

Terms of Reference: Development of Responsive Care & Early Stimulation Framework & Manuals.

A. About Plan India

Plan India, a member of Plan International Federation, is a nationally registered independent child development organisation committed to creating a lasting impact in the lives of vulnerable and excluded children, their families and communities. For over 35 years, Plan India and its partners have improved the lives of millions of children by providing them access to protection, basic education, proper healthcare, a healthy environment, livelihood opportunities and participation in decisions which affect their lives.

Plan India is a child-centred development organization with no religious, political or governmental affiliations. Plan India's Country Strategic Plan IV (2016-2020) goal is to be "the leading child development organization in India, known for the lasting impact created in the lives of the vulnerable and excluded children and their communities." Aiming to impact the lives of two million children directly and five million children through advocacy and policy influence. Plan India programs cover ten states with six strategic objectives: child survival, growth and optimal development; water, sanitation and hygiene; education; economic development; disaster risk reduction and protection. Gender and social inclusion is a cross cutting theme and Plan India also implements programs specifically focusing on gender based issues.

Plan recognizes that critical building blocks in a child's overall development are made during the early years. Children learn from the moment they are born. In fact there is evidence to substantiate that a child's brain is developing even before birth and is affected by the mother's health as well as some external events. Early Childhood Care and Development (ECCD) is therefore one of the core program areas into which Plan makes major investments. Plan supports comprehensive interventions that holistically address the multifaceted needs of children aged 0-6 years and ensures that their basic rights are safeguarded.

Programme background

Plan India's ECCD strategy document in CSP IV define goal & objectives as summarised below

Goal: All girls & boys below 6 years in Plan's operational areas have access to developmentally appropriate responsive care and learning opportunities at home and childcare centres that serve to actualize their development potential.

Objective 1: All girls & boys below 6 years in Plan operational areas have access to developmentally appropriate responsive care at home and child care centres.

Objective 2: All girls & boys below 3-6 years in Plan operational areas have access to developmentally appropriate learning opportunities at home and child care centre.

ECCD programs will aim at improving access to developmentally appropriate responsive care and learning opportunities at home and childcare centres that serve to actualize their development potential. One of



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the key strategy of the program will be providing a continuum of care & learning opportunities in a life-cycle approach aimed towards impacting child development.

B. Purpose of the consultancy

ECCD has been an area of importance in Plan and significant work was done in this theme but activities were largely focusing on domains of health, nutrition, birth registration and school participation. The framework and manual will provide a way forward to build responsive care, stimulation and learning as distinct & integrated interventions alongside nutrition, health, sanitation, participation and protection for young children by moving beyond survival to optimal development for all children.

The objective of this consultancy is to develop framework and manuals on responsive care and early stimulation. 2 core components of the assignment have been defined as

1) **Responsive Care** which includes range of activities undertaken (by parents/ caregivers) to meet the social, emotional, intellectual and physical needs of young children in ways that are aligned to individual developmental advances being made by the child.

2) **Early Stimulation** which will include providing young children with constant opportunities to interact with caring people and to learn about their environment (World Bank).

The framework and manuals will guide program team on comprehensive & inclusive development of young children. The manual will also be used as a reference document by other program teams like child protection, WASH, Health, Education and DRR to engage with families and young children.

D. Objectives.

1. To develop framework based on core activities for Responsive Care and Early Stimulation (RCES) for children based on 3 age cohorts - Under 3 years, 3-6 years old & 6-8 years for comprehensive child development.

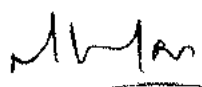
2. To develop two training manuals for the program team on core activities under Responsive Care and Early Stimulation (RCES)

E. Key indicators as aligned to CSP IV Performance Metrics and Outcome Indicators

The assignment will support Strategic objectives 1 & 3 of the CSP IV.

Strategic Objective 1: Improved access to quality reproductive, maternal, child and adolescent health services that directly benefit 300,000 women in the reproductive age group, one million adolescents (at least 50% girls) and 300,000 children under five years, especially from the vulnerable and excluded groups in 6,000 villages and urban slums; along with two million children and adolescents indirectly supported through advocacy and policy influence actions.

Strategic Objective 3: Improved holistic learning and quality education (pre-primary to secondary education) in 3,000 ECCE/Anganwadi centres and 3,000 schools directly benefiting one million children in



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the age group of 3-18 years in 3,000 villages and urban slums; along with 4 million children supported through ECCE Education system advocacy and policy influence actions.

Assignment will also support key outcome indicator of CSP IV.

a) % of increase in mothers, fathers & caregivers doing at least three play activities with their under 3 year girls & boys in the last three days.

b) Increase in % of ICDS/ECCE centres where ECE activities are conducted for 3-6 year olds for 4 hours a day for at least 21 days in a month

Methodology

Steps	Activities	Deliverables
Desk review	Desk review of available documentation/guidance material/studies on RCES in India & globally to understand the key learnings from different models.	5 pagers (max) document highlighting the available responsive care models.
Development of detailed plan for the assignment	Agreement on the activities schedule, overarching framework, sequence of chapters.	1 report on detailed work plan and schedules.
Consultation with the Plan's Technical advisors & Plan's State point persons	Analyse and build on standards from the wider sector including agreement on sector linkages.	1 day consultation meeting with Plan's Technical Advisors. 4 skype calls with State point persons.
Sharing of a draft framework	Input/consultations through meetings & skype calls with Plan's working group and external technical experts.	Consultation with Plan's working group and internal and external key resource persons
Field consultation and testing	Field testing of framework and manuals will be done in 2 states.	Delhi & Rajasthan
Finalisation of the framework & manuals	Finalise the documents based on working group inputs.	1 framework & 2 manuals

E. Reference documents for the assignment

Key reference documents for this assignment will be nationally and globally accepted sector standards, restructured ICDS framework, National Early Childhood Care and Education (ECCE) Policy, Plan International's ECCD program framework and Plan India's thematic strategies.

F. Deliverables & Time Period

The entire process will be done in 2 phases.

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www.aud.ac.in



Phase 1 (Jan-March'2016)

June - Aug. 2016.

The recruited individual/organisation would therefore be required to undertake the following:

1) Development of RCES framework

The document will list down all core interventions required for the overall development of children based on three age cohorts-Under 3 years, 3-6 years old & 6-8. The framework will define and focus on continuum of development for a young child.

RCES interventions framework will be used

1. To define the core services/interventions required by young children.
2. To provide implementation framework for ECCD program across any population, setting, and delivery mode.
3. To be a reference document for planning and evaluating ECCD program across Plan India.
4. To support in identifying and planning for Staff Development Needs

Deliverable: One document developed through infographics

2) Development of RCES manual

The manual will provide information on responsive care and early stimulation interventions and its importance on the overall development of children. The manual will be used to improve the regional capacity and leadership of ECCD and other thematic practitioners who are involved with children under 3 years. The manual will also spearhead the development of specialised training modules and manuals on early childhood development programs during development and emergency situation.

Manual will be based on science of early childhood and brain development. Play, attachment with caregivers and communication will be promoted as a key strategies with which a child learns and reinforces his/her developing skills.

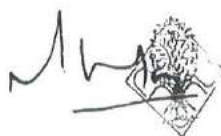
Age group: Birth to three years.

Deliverable: One manual.

Phase 2 (Oct-Dec'2016)

The manual will provide information on responsive care and early stimulation interventions and its importance on the overall development of children. The manual will be used to improve the regional capacity and leadership of ECCD and other thematic practitioners who are involved with children in 3-6 years. The manual will also spearhead the development of specialized training modules and manuals on early childhood development programs during development and emergency situation.

Manual will be based on science of early childhood and brain development. Play, attachment with caregivers and communication will be promoted as a key strategies with which a child learns and reinforces his/her developing skills.



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University Delhi
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Kashmere Gate, Delhi-110006
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Age group: Three to Six years.

Deliverable: One manual.

For ensuring regular guidance and input Individual/Organization will work closely with Plan's reference group headed by Technical Advisor, ECCD.

G. Terms of Payments

- a) On submission of RCES framework-20%
- b) On submission of first draft of the manual-30%
- c) On submission of final manual One -25%
- d) On submission of final manual Two -25%

H. List of Deliverables

- a) RCES framework
- b) Two RCES manuals for 0-3 years & 3-6 years age cohorts.

I. Clauses if any

a) Copyright information

Documents developed with the support of consultant shall be owned by Plan India with due acknowledgement of the technical team.

b) Contact with children -Level 3

Plan is committed to protect children and to prevent them from any harm they may be exposed to through our work. Therefore, the successful individual/organisation will be requested to sign and comply with Plan's Child Protection Policy.

c) Brief for the Technical Resource Agency

- Minimum 8 years' experience in ECCD field with sound understanding of the major issues of Early Childhood Care and Development (ECCD), Integrated Child Development Services (ICDS) and child rights
- Experience of minimum five activity based manuals development on ECCD/Health issue.
- Experience of working in minimum three assignments with govt/UN/International organisations.
- Experience on disability ,gender and emergency will be an added advantage
- Openness to work in consultation with Plan's team.




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CHILD PROTECTION POLICY

Say "YES" To Keeping Children Safe

SUMMARY / PURPOSE

As an Indian child-centered community development organisation whose work is underpinned by the United Nations Convention on the Rights of the Child (UNCRC), Plan is committed to promoting the rights of children including their right to be protected from harmful influences, abuse and exploitation. Plan takes active measure to ensure children's right to protection are fully realized.

Plan acknowledges its expectation that its employees and other who work with Plan have children's best interest at the heart of their involvement with Plan.

The Child Protection Policy is Plan's statement of intent that demonstrates our commitment to safeguarding children from harm and makes clear to all in the organisation and who come into contact with us what is required in relation to the protection of children, and that child abuse in any form is unacceptable to Plan.

Vision

We aim to create "child safe" environments, both internally and externally, where children are respected, protected, empowered and active in their own protection, and where Staff are skilled, competent and well supported in meeting their protection responsibilities.

Statement

Plan is committed to actively safeguard from harm and ensuring children's right to protection are fully realized. We take seriously our responsibilities to promote child safe practices and protect children from harm, abuse, neglect and exploitation in any form. In addition, we will take positive action to prevent child abusers from becoming involved with Plan in any way and take stringent measures against any Plan Staff and / or Associate who abuses a child. Our decisions and actions in response to child protection concerns will be guided by the principle of "the best interests of the child".

1. A **Child abuse** is defined as all forms of physical abuse, emotional ill-treatment, sexual abuse and exploitation, neglect or negligent treatment, commercial or other exploitation of a child and included any action that result in actual or potential harm to a child.

Child abuse may be a deliberate act or it may be failing to act to prevent harm. Child abuse consists of anything which individuals, institutions or processes do or fail to do, intentionally or unintentionally which harms a child or damages their prospect of safe and healthy development into adulthood.

3. **Child Protection**, within the scope of this policy, is defined as the responsibilities, measures and activities that Plan undertakes to safeguard children from both intentional and unintentional harm.

The Child Protection Policy applies to everyone working for or associated with Plan. It encompasses the whole of Plan and includes without limitation:

1. **Staff at all levels** - in offices, in field or elsewhere
2. **Plan Associates** - these include board members (international and National Boards), volunteers, community volunteers, sponsors, consultants and contractors. Also the staff and / or representatives of partner organizations and local governments who have been brought into contact with children or are party to Plan's child sensitive data while working for or with Plan.
3. **Plan Visitors** - (e.g. donors, journalists, media, researchers, celebrities, staff family members, etc.) who may come into contact with children through Plan are also bound by this policy.

Plan staff, associates and Visitors must:

1. Never abuse and / or exploit a child or act/ behave in any way that places a child at risk of harm.
2. Report any child abuse and protection concerns they have in accordance with applicable local office procedures. That is a mandatory requirement for staff. Failure to do so may result in disciplinary action.
3. Respond to a child who may have been abused or exploited in accordance with applicable local office procedures.
4. Cooperate fully and confidentially in any investigation of concerns and allegations.
5. Contribute to an environment where children are respected and encouraged to discuss their concerns and rights.
6. Always ask permission from children (or, in the case of young children, their parent or guardian) before taking images (e.g. photographs, videos) of them. Respect their decision to say no to an image being taken. Ensure that any images taken of children are respectful (for example, children should have adequate clothing that covers up the sexual organs. Images of children in sexually suggestive poses or what in any way impact negatively on their dignity or privacy are not acceptable. Stories and images of children should be based on the child's best interest).
7. Disclose information that identifies sponsored or grant beneficiary families or children or make it available to the general public without explicit consent from Plan.
8. Ensure that each Plan Office has in place local procedures that are consistent with the global Child Protection Policy and with the document, *Reporting and Responding to Child*

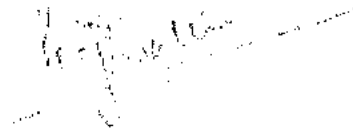
Select on issues in Plan to respond to incidents of child abuse. Local procedures should be developed with assistance of local advisors in accordance with the local law. Any deviation therefore must have prior formal approval from the National Director.

Ensure that local procedures are made available in local languages

We are committed to ensuring that our Staff and representatives apply high standards of behavior towards children within both their professional and their private lives

Plan does not intend to dictate the belief and value systems by which Plan employees conduct their personal lives. Plan's position throughout the world is dependent, however, on maintaining good relations and upholding its reputation as a child-focused community development organization with numerous organizations. Unlawful or other conduct by Plan employees which jeopardizes Plan's reputation or position whether during or after business hours will not be permitted. Such conduct includes, but is not limited to, any unlawful activities related to sexual abuse, sexual harassment, physically / verbally abusive behavior and public disorderly conduct.

Staff and Associates are required to bear in mind the principles of the Child Protection Policy and heighten their awareness of how their behavior may be perceived both at work and outside work

A handwritten signature in dark ink, appearing to read "H. J. ...", is written over a faint, illegible stamp or text.



Say 'Yes!' to Keeping Children Safe

Plan India's Policy On Child Protection

2016

Acknowledgement Receipt

This is to acknowledge that I have received Plan India's policy on Child Protection

Name: VENITA KAUL

Signature Venita Kaul

Designation Director CECED

Organizations CECED, Ambedkar University Delhi

Date 20/5/2016

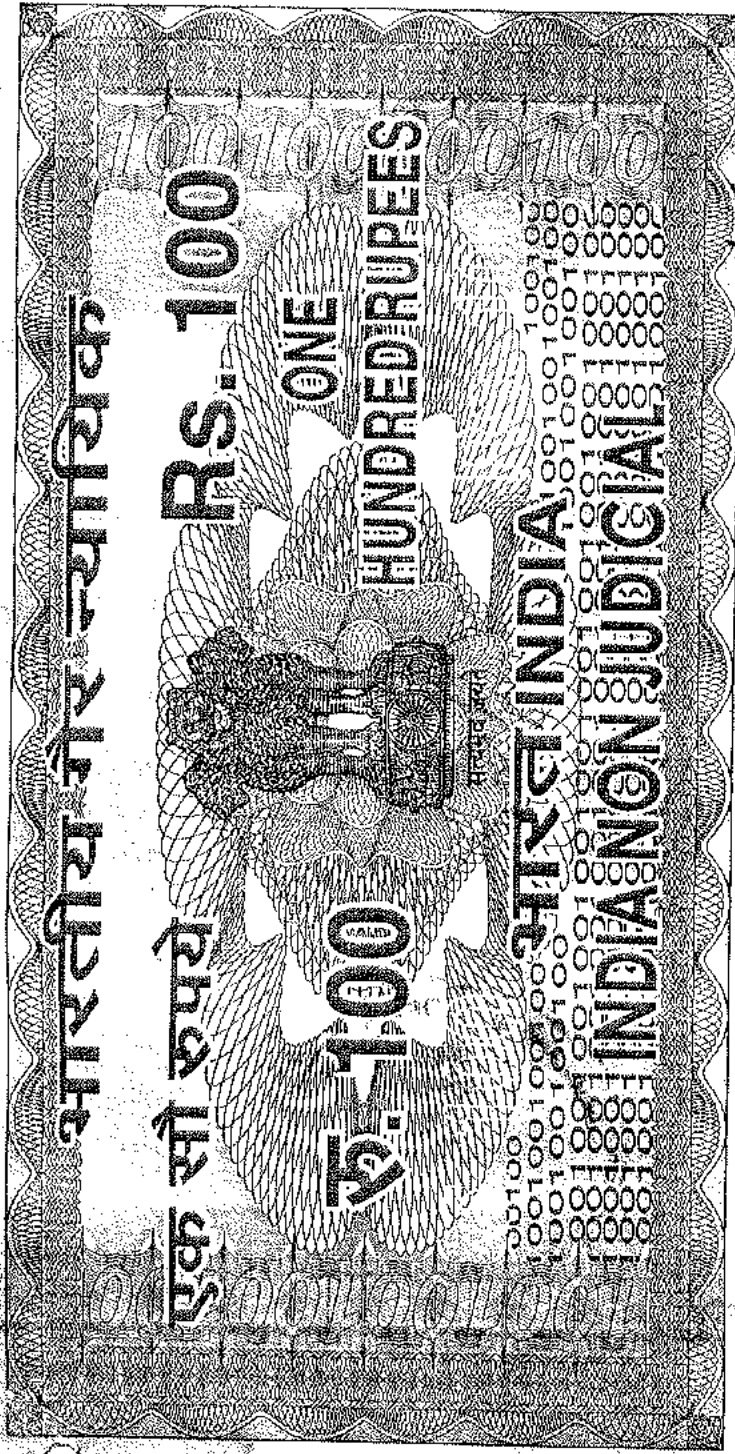


Venita Kaul

Director
Centre of Early Childhood Education and Development
Ambedkar University, Delhi
Hauz Khas, Kashmiri Gate, Delhi-110016
Website: www.ceced.org

Handwritten signature/initials

27 Nov (21)



తెలంగాణ రిజర్వ్ బ్యాంక్

సంఖ్య: 10862 దాదా 20/10/17 రూ. 100/-

నామం: Rekha Pappu

తా. 20/10/2017 కి. లి. పాపి

స్థానం: TISS

G. Juvanti
H 369298
K. MALLESHA
EITAMP VENDOR
Licence No. 15/18/205/2012 | Reg. No. 15/18/017/2015
1-3-34, Barchal, Rajendra Nagar, Hyd-50 T.S.
CELL : 9849926157

Memorandum of Understanding

between

Tata Institute of Social Sciences, Hyderabad and Dr. B. R. Ambedkar University Delhi

This Agreement ("Agreement") is entered between Tata Institute of Social Sciences, Hyderabad ("TISS Hyderabad") and Dr. B.R. Ambedkar University Delhi ("AUD") on this 23rd day of October, 2017.

Tata Institute of Social Sciences, Hyderabad, an off-campus of Tata Institute of Social Sciences, Mumbai, a public funded deemed University, is envisioned as an institution that will achieve a global standing through its commitment to fostering high quality education, research and outreach that will contribute to building a just, peaceful and secure society.

The Azim Premji School of Education (APSoE), instituted in 2011 at TISS Hyderabad, is committed to nurturing the development of the discipline and practice of education through (i) its teaching programmes, (ii) research projects and (iii) advocacy with the State as well as the communities of educational practice.

WV

1

V. Datta

20/11/17

Dr. B. R. Ambedkar University Delhi, is a public university guided by Dr Ambedkar's vision of bridging equality and social justice with excellence by creating sustainable and effective linkages between access to and success in higher education. AUD has an established Centre namely, 'Centre for Early Childhood Education and Development' (CECED) to address issues of quality and inclusion in policies and provisions for the young children. The CECED of AUD has a mandate to expand the landscape of indigenous knowledge on Early Childhood Education and Development (ECED), strengthen the momentum for ECED, and critique and provide policy related advice and feedback on the existing programs and provisions for children, in an intellectually nurturing, multi-disciplinary academic setting to various National and International Agencies

The Early Literacy Initiative

The Early Literacy Initiative (ELI) is an initiative of TISS, Hyderabad to address the urgent need for sustained work in early literacy in the country and is supported by the Tata Trusts. The project is anchored at the Azim Premji School of Education at TISS Hyderabad with Dr. Rekha Pappu as the Project Director. It is guided by an Advisory Committee with members from TISS, the Tata Trust and external experts in the field of early literacy.

It is envisaged that the ELI will perform a nodal function in terms of domain building by coordinating a range of systematic and well-coordinated initiatives in early literacy in different parts of the country. It will also play a leadership role in terms of providing visibility to a much neglected domain, as well as direction in terms of steering it. Specifically, the proposal has a three-fold objective:

1. Teaching: Building capacities in early literacy at multiple levels (that of teachers, teacher educators and researchers).
2. Research: Engaging in knowledge building by undertaking research and developing materials for use by practitioners.
3. Advocacy and Networking: Engaging in national level dialogues and advocacy on early literacy issues.

Purpose of the MoU

Since the ELI is largely a domain building exercise, the design would be more robust and likely to succeed if the initiative is seeded at different locations of the country and with different academic institutions aligned to the objectives of this project. CECED, AUD has been selected as a partner on this initiative given the common concerns, vision and commitment of the two institutions (TISS and AUD). Importantly, AUD already has ongoing courses and programmes that address early language and literacy, with Dr. Sunita Singh as an identified subject-expert in this area. AUD is well positioned to partner with TISS for ELI.

This MoU is being signed to mutually strengthen the field of Early Literacy. AUD through due procedures is expected to actively allocate faculty time as deemed appropriate of Dr. Sunita Singh, for contributing to the various facets of knowledge building, dissemination and advocacy to strengthen the field of early literacy in collaboration with TISS.

Dr. Rekha Pappu

Dr. Sunita Singh

Dr. Sunita Singh

Mechanisms of the Collaboration

1. Activities: The collaboration between TISS Hyderabad and AUD will be in relation to activities undertaken with respect to each of the three objectives outlined above. These would include:

- i. Teaching**
 - a. Offering courses and modules in early language and literacy. Several courses related to the domain are already offered at AUD at the Masters in Education and the undergraduate levels. AUD will continue to offer these courses and will also review the need/scope for offering additional courses in this area (in Year 1), and design and offer these courses (in Year 2).
 - b. Offering short term courses/workshops for teacher educators, state-level functionaries in education and NGOs working in the area of education.
 - c. Endeavouring to attract M.Phil/Ph.D. students who are willing to conduct research in this domain.

- ii. Knowledge Creation and Dissemination**
 - a. Participate in efforts to disseminate available knowledge in the area through collection/selection of publications and resources, workshops, creation of a knowledge portal, newsletter, and the like.
 - b. Conduct one original research study in the area of early language and literacy and provide a publishable-quality report on the same by the end of the duration of the collaboration.

- iii. Advocacy and Networking**
 - a. Participate in conceptualizing and conducting one national-level consultation in early language and literacy.
 - b. Engage in advocacy/networking efforts of the ELI on an as-needed basis, with two primary goals — bringing about changes in policy at state/national levels; and building a robust network of practitioners and academics whose work will sustain post the initiative.

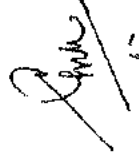
Annexure 1 Scope of Activities,

Annexure 2 ELI project budget for the year 2017-2019 (for AUD)

Annexure 3 Proposal on “Community Literacies and Schooling” (at AUD)

- 2. Finance:** TISS Hyderabad will provide financial support to the extent of Rs.20.21 Lakhs to AUD for conducting the above mentioned collaboration, as per the details in Annexure II. TISS will release the first instalment for six months (of year one) budget upon signing the MoU to AUD. AUD will submit an expenditure statement and utilisation certificate in GFR 19A format as per the broad heads of the agreed budget and audited utilisation certificate and Statement of Expenditure at the end of every financial year for release of the next instalment. All expenditures, payments need to have necessary documentation as per the financial norms and be available for audit purposes by TISS, in case of necessity. An audited statement of expenditure and Utilisation Certificate summarising the expenses for the entire duration of the project has to be submitted at the end of the project.

- 3. Timelines:** The Early Literacy Initiative is supported by the Tata Trusts, beginning from March 2015. An extension of the project has been granted till



December 2019. This agreement between TISS and AUD therefore is for the period between September 2017 and December 2019.

4. **Review and other support:** AUD will work with the Project Director, Dr. Rekha Pappu and the overall project lead, Prof. Shailaja Menon, to finalise various aspects of the work they take up as part of the collaboration and will share project updates every six months.
5. **Sharing of Information from this Project:** The learning from this project will be made available to a larger audience. Specific opportunities to share the learning would include schools; academics; learning and sharing workshops with interested organizations and people from different parts of the country working in the domain of school-education reform; and publishing about learning and experiences from this project in relevant media, journals etc. TISS Hyderabad and AUD will actively create opportunities to share the work done as part of this project, to a wider audience.
6. **Intellectual property:** All intellectual property arising out of the activities undertaken by AUD as part of ELI is to be used for non-commercial purposes. AUD must inform and get consent from the Project Director before using data or analyses from the project for publication or dissemination of any kind. The Early Literacy Initiative and TISS Hyderabad must be acknowledged when putting out in the public domain reports or publications or modules deriving from the project.

7. **Termination of agreement:**

Either party will have the right to terminate this agreement with 2 months' notice to the other.

8. **Governance and Jurisdiction:** This agreement shall be bound by the laws of India and the jurisdiction shall be the High Court of Mumbai.

In witness where of this agreement has been executed on this day of the year first above written.

For and on behalf of TISS Hyderabad

Authorised signatory:



Name: Dr. C.P. Mohan Kumar (Registrar)
(Registrar) **REGISTRAR**
Tata Institute of Social Sciences
Deonar, Post Box No. 9013
Mumbai-400 088

Witnesses

a)


For and on behalf of AUD:

Authorised signatory:



Name: Professor Asmita Kabra,

Witnesses

a) Ms Saanchi Maswala 
Prog. Manager, CELED

ANNEXURE I

EARLY LITERACY INITIATIVE: SCOPE OF ACTIVITIES

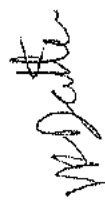
The scope of activities for each of the three objectives of the ELI is described in this section.
Objective 1: To create a shared and evolving understanding of the teaching and learning of early literacy in Indian contexts through documentation and dissemination of knowledge that is currently available; as well as the creation of new knowledge and understandings through research and experience sharing.

Scope of Activities

The two sub-goals of this objective are: (a) knowledge creation; and (b) knowledge documentation and dissemination.

In order to accomplish each of these sub-objectives, the following activities have been planned:

1. Creation of new knowledge: A minimum of three research projects will be undertaken over the course of three years of the ELI, one at each of the three sites – Hyderabad, Bangalore and Delhi. Each project would be engaged in for no less than 24 of the 36 months of the project, including conceptualization, implementation and analysis, making these “medium-sized” research projects in terms of scope. The AUD anchor, Dr. Sunita Singh has proposed to complete a project on Community Literacies and Schooling for the ELI. The co-researchers in the project are Dr. Prabhat Rai (School of Education Studies, AUD) and Mr. Surajit Sarkar (Centre for Community Knowledge, AUD) (Annexure 2). Dr. Manish Jain (School of Education Studies, AUD) will work on “Language and Literacy Education in Colonial India: A Socio-Historical Study” with TISS, Hyderabad.
2. Dissemination of knowledge
 - a. Creation of knowledge portal related to early literacy. An online web-site will be created during Year 1 of the project and will be made available for public use during Years 2 and 3 of the project. This portal will provide a forum for disseminating (i) published and unpublished work in early literacy conducted in India; (ii) policy documents related to early language and literacy instruction in India; (iii) pedagogical resources for early literacy (such as, videos, etc.); (iv) list groups and NGOs working in the area; and (v) reference list of important books and articles in early literacy published in Western and Indian contexts.
 - b. ELI Newsletter. An e-newsletter will be circulated by ELI twice each year, which includes brief articles and resources of interest to practitioners, book reviews, announcements from the field, as well as updates on the progress of the ELI project.



- c. National Consultation on Early Literacy. Subject to availability of funds, a symposium will be organized in the second year of the initiative that brings together a select group of practitioners and scholars working in the area of early literacy. Important presentations/outcomes from the symposium will be disseminated in various forums.

Expectations from AUD: AUD would be expected to contribute on a regular and/or as-needed basis to these various activities. For example, pieces for the website/newsletter could be contributed. AUD will be expected to play a supportive role in organizing the National Consultation on Early Literacy (year 2017/2018), subject to availability of funds. AUD's contribution would largely be in terms of help with conceptualizing the event, and not with any financial arrangements.

Objective 2: To create a cadre of knowledgeable and well-prepared professionals at various levels, such as, at the levels of university faculty, teacher educators, teachers and allied professionals working in the educational sector.

Scope of Activities:

This objective will be accomplished by working at several different levels:

1. By appointing/recruiting faculty and research assistants in participating institutions. Indian universities do not typically have faculty/research positions devoted to early literacy. Both TISS Hyderabad and AUD, Delhi, already have at least one faculty knowledgeable in early literacy (Dr. Maxine Bernstein and Dr. Sunita Singh). In addition, TISS, Hyderabad has recruited faculty for the project, Dr. Shailaja Menon. Each participating site will also recruit research assistants and invite other research collaborators interested in learning and contributing to early literacy. This small team of interested participants will not just bring their expertise to the table, but will also use each other and the opportunities provided by ELI to grow their own understandings and ideas about early literacy teaching and learning in Indian contexts.
2. By developing and offering courses related to early literacy and language at the university-level. Both TISS, Hyderabad and AUD, Delhi already offer several courses related to early language and literacy as a part of their M.A/M.Phil. courses. These courses could be reviewed and strengthened based on feedback from ELI core team members. In addition, each site could propose 1-2 new courses related to this domain over 3-year period of the project. Table 1 presents a listing of courses related to early language and literacy that exist/will be developed at AUD (as submitted by Dr.Sunita Singh, AUD).

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Table 1: List of Existing and Proposed Courses

Courses	AUD-Delhi
Existing	School of Education: 1. Language Development and Early Literacy (4 credits) — Required 2. Literature and the Young Child (4 credits) — <u>Elective</u> School of Liberal Studies: 1. Multilingualism (4 credits) — <u>Elective</u>
New/Proposed	MA 1. Writing in the early years UG: 1. Language, literacy and society 2. Pedagogy of English

4. By encouraging interested students to undertake M.Phil and Ph.D. dissertations in this domain and providing necessary guidance for the same.
5. By developing and offering modules related to early literacy and language at the D.Ed./NGO level. The ELI will develop a number of modules in early literacy that can be offered as stand-alone short-term courses/workshops or as part of a longer-term programme on capacity building. These modules will be designed keeping in mind the needs of teacher educators, state-level functionaries in education and NGOs working in the area of education. The modules will be developed during Year 1, and target audiences and their needs will also be identified during this time. Modules will be offered on an ongoing basis during Years 2 and 3.

Expectation from AUD: Offering new courses would be subject to the needs/interests of each programme/institution, and the availability of interested students at each site. AUD is expected to review the possibility of offering new courses in early literacy, and if deemed possible, courses be developed and offered within the time-frames of the initiative. Dr. Sunita Singh is also encouraged to offer at least 3 short-term (1-2 day) modules/workshops for practitioners over the course of the 3 years of ELI.

Objective 3: To provide visibility and leadership to work in early literacy by engaging in national level dialogues and advocacy on early childhood and elementary education; and by networking with scholars, policy-makers and other professionals working in allied areas.

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Scope of Activities:

1. The creation of the knowledge portal (see Objective 1) partially meets this objective, since it creates a network of professionals working in the area and makes resources available to all.
2. The ELI team will identify and connect with key policy makers at the state and national levels in order to work towards some policy-level changes in early literacy.
3. Subject to availability of funds, the ELI team will conduct a National Consultation on Early Literacy with a select group of scholars and practitioners. Outcomes of the symposium will be used to provide thought leadership and practicable ideas to the field through publications and presentations.

Expectation from AUD: To actively participate in efforts at national/state levels to generate awareness/policy-level changes in early language and literacy. Actively allocate time for contributing to the various facets of knowledge building, dissemination and advocacy to strengthen the field of early literacy in collaboration with TISS. This will be done in coordination with other ELI team members.





Annexure 2: ELI project budget for the year 2017-2019 (for AUD)

S. No.	Line Items	Unit Price in INR	Year 1: Sept-Dec 2017 (INR)	Year 2: Jan-Dec.2018 in INR	Year 3: Jan-Dec.2019 in INR	Total in INR	Remarks
1	CECED Resource Fee		75,000	120,000	132,000	327,000	Cost of Faculty and the Project Management team
2	Salary of Project Assistant (1)	25000	100,000	330,000	363,000	793,000	Annual increment in the salary@10%
3	Field Work Cost & travel	200000	75,000	225,000	225,000	525,000	The cost includes travel, communication, food, tools development, photocopies, printing, and any other field related expenditure for project team, outstation travel including lodging boarding etc. as per CECED policy.
4	Contingency		25,000	65,000	70,000	160,000	This will include the cost of stationary, communication, office supplies for the team, meeting related expenses etc.
5	Total		275,000	740,000	790,000	1,805,000	
6	Overhead @12%		33,000	88,800	94,800	216,600	As per AUD norms and to be transferred to AUD
7	Grand Total		308,000	828,800	884,800	2,021,600	

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Annexure 3

Proposal on “Community Literacies and Schooling”

Sunita Singh (Centre for Early Childhood Education and Development), Prabhat Rai (School of Education Studies) and Surajit Sarkar (Centre for Community Knowledge)
Ambedkar University Delhi

This research project will focus on community literacies and the role it plays in the schooling of children. It builds on the understanding that literacy practices are shaped by the sociocultural lives in the community and the power dynamics in the society. The project will be situated in Delhi across two communities that are largely constituted by migrant populations from the eastern parts of the country. While the history of migration of individual families and their current lives are key in understanding how their identities are shaped—these also lend to multiple forms of literacy practices within the community and also from outside. However, as parents navigate schooling for their children, they are faced by the mainstream normative discourse and forms of schooling that may or may not connect with the literacy practices in the community. Given the complexities of the project in identifying community boundaries and contexts across school, qualitative methods will be used for data collection and analysis which will include community visits, interviews with various stakeholders in the community and also mapping daily life of parents and children.

Outline of the Proposal:

1. Introduction
2. Research Questions
3. Significance of the Study
4. Methods
5. Timeline

1. INTRODUCTION

This research project will focus on community literacies and the role it plays in the schooling of children. It builds on the understanding that literacy practices are shaped by the sociocultural lives in the community and the power dynamics in the society

There is an intertwined relationship between children’s care, their expressions and adult beliefs and this is contextualized within the social, cultural, and psychological worlds (Chaudhary, 2013). Tuli (2012) points out that raising children often requires continuous engagement and interaction between the child, the family and the various social structures in rural and semi-urban setups. Additionally, a growing body of research from the west has acknowledged the positive impact of family involvement on achievement in the later years (Henderson & Berta, 1994; Olmstead & Rubin, 1983). A strong connection between home, school, and community helps students connect to the school curriculum and promote literacy development (Moll & Gonzales, 1994). In order to ensure success for students in the classrooms, educators need to understand the home literacy practices so that the “funds of knowledge” acquired by the students outside the school setting could be valued in the classroom (Dyson, 2003; Moll, et al., 1992).

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This research is grounded in the literature that considers literacy from a sociocultural, social practice perspective (Barton & Hamilton, 2000; Purcell-Gates, 1995; Street, 1984). Sociocultural perspectives take into account the complexity of the negotiation of language and literacy acquisition and practices (Dyson, 2003). Literacy is seen as an ideological practice that is grounded in individual's use of literacy and influenced by social, historical, and economic factors (Street, 1984, 1993). Street conceptualized literacy as being a *socially situated practice*, challenging conceptualizations of literacy as being "neutral." Drawing upon the theoretical framework of literacy as a social practice Purcell-Gates (2007) argued that school-based literacy practices often tend to have little connections with lives of individuals. Further, when conceptualizations of literacy move away from understandings of literacy as de-contextualized practices, literacy is seen as being mediated by individuals vis-à-vis the social historical and political contexts (Brandt & Clinton, 2002).

While the wider social political structures in which families and communities are located and might shape practices in various ways, research literature from India related to home and community literacy practices is practically non-existent. In case of migrant families, their histories of migrations intertwined with their current lives are key in understanding how their identities are shaped. Family and community histories of migration couch linguistic and cultural practices with a strong sense of identity. These also tend to multiple forms of literacy practices within the community and also from outside. However, as parents navigate schooling for their children, they are faced by the mainstream normative discourse and forms of schooling that may or may not connect with the literacy practices in the family and community. Given the complexities of the project in identifying community boundaries and contexts across school, the broad research questions for this study are as follows:

2. RESEARCH QUESTIONS

1. What are the literacy practices of the families and communities?
2. How do families navigate schooling experiences for their young children?
3. How do the family and community practices literacy connect with children's schooling experiences?

3. SIGNIFICANCE OF THE STUDY

While the global discourse is shifting the rhetoric towards outcome based performance (Comber & Nichols, 2004)—this does not take into consideration how children learn as they grow in their families and communities and often takes a deficit view of the families. The significance of this research lies in the fact that it attempts to highlight the ways in which and what children learn in their families and communities and disjunctures that are faced in this process. These could be owing to various reasons—parental aspirations, dominant forms of discourse and so on. The findings of the study will have implications for the current educational scenario in India where the rhetoric is shifting towards similar trends of outcome based performance as seen in large scale assessments such as the ASER data (2005-2014). The research will also have implications for the teachers because it is imperative for teachers to understand that there are multiple pathways of language and literacy development (Gregory, et al., 2004) and home languages and literacies need to be taken into consideration in order make classroom transaction meaningful for

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The Wenner-Gren Foundation

supporting worldwide research in all branches of anthropology

February 28, 2017

Ms. Preeti Sampat
School of Liberal Studies, Ambedkar University Delhi, Kashmere Gate Campus, Lothian Road
Delhi, NY 110006
INDIA

Dear Ms. Sampat:

I am pleased to inform you that your application for an Engaged Anthropology Grant has been approved in the amount of \$5,000 for the project described below.

If funding is no longer necessary, or if the amount is more than you require because of funding received from other sources, please let us know. If another grant, fellowship, paid leave, or sabbatical covers any portion of your original budget, you must submit a revised, itemized budget request.

We ask that you carefully read the attached forms before signing them. Please note that the reporting requirements must be fulfilled upon completion of your project. Both the Grant Agreement and the Grant Payment Instructions Form require signatures and must be returned to our offices. Please note that although you may elect to have payment made through your institution, as the Grantee your signature is required on these forms. If special permits or approvals are required for this project, copies must be received by the Foundation before payment of this grant can be made.

We have attached the reviewers' comments and hope that you will find these useful in the further development of your project. Please keep us informed of any changes in your contact information throughout the duration of this grant. If you have any questions, please contact our Program Administrator, Mark Ropelewski at 212-683-9312 or via email at mropelewski@wennergren.org. We look forward to hearing from you soon.

Sincerely,



LESLIE C. AIELLO
President

Sampat, Preeti, U. Delhi, Meerut, India - To aid engaged activities on "Living Histories of Land Museum," 2017, Goa India, \$5,000, approved on 2/24/2017

Enclosures



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1, Community Centre, Zamrudpur
Kailash Colony Extension
New Delhi – 110048, India

Tel: +91-11-46558484
Fax: +91-11-46558443
Email: planindia@planindia.org
www.planindia.org

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SERVICE AGREEMENT

This Contract made and entered into at New Delhi this day 30th August 2018 by and between **Plan International (India Chapter)**, a Society registered under Societies Registration Act with its office located at 01, Community Centre, Zamrudpur, Kailash Colony, New Delhi – 48, also known as Plan India, hereinafter referred to as ("PLAN") in this Service Agreement and **BHARAT RATNA DR B.R AMBEDKAR UNIVERSITY, DELHI (PROJECTS) Lothian Road, Kashmere Gate Campus, Delhi - 110006** with **PAN No AAAGB0017R** hereafter referred to as the ("SERVICE PROVIDER").

1. **Term and Scope of Services**

This Agreement will commence from **15th September 2018 to 28th February 2019** the terms of reference will be as mentioned in **Annexure I**.

2. **Warranty of Service**

The Service Provider warrants and guarantees the quality and adequacy of services which are covered by the terms of reference. Any deterioration in the quality of services rendered by the Service Provider shall entitle PLAN to determine this agreement after providing the Service Provider with 1 month notice and the decision of PLAN in this regard will be final and binding on the Service Provider.

3. **Compensation**

As compensation for the performance of Service Provider's services, hereunder, PLAN will pay **Rs. 8,20,155/- (Rupees Eight Lakhs Twenty Thousand and One Hundred Fifty Five only)** exclusive of GST to the Service Provider As mentioned in the **Annexure-I** hereto.

Payment will be made on basis on submission of invoice along with deliverable report by service provider and its approval by Plan India Staff. Payment shall be made by Cheque or Bank Transfer on submission of invoice from Service Provider. Statutory levies and taxes, if any, will be deducted from the payments made, for which necessary form will be furnished. (As mentioned in the Annexure –I hereto)

4. **Child protection policy**

PLAN is committed to the actualizing of child rights and is obligated to provide children with whom it works a safe and conducive environment. Plan's Child Protection Policy (as attached as **Annexure - II**) applies to its Plan associates which includes the parties to this agreement as much as it applies to its own staff. Any violation of the code of conduct as described in the policy is considered by Plan a serious contempt to children and Plan reserves its right to intervene in such circumstances.

5. **Non-disclosure of Information**

Service Provider acknowledges that in the course of its operations, PLAN has developed and gathered extensive data, information, procedures, processes, methods and systems of a confidential and proprietary nature including, without limitation, information or evaluations pertaining to grant applications and distributions, contact persons, programs of PLAN, research data, planning data, development data, experience data, business processes, methods, know-how and other confidential information, knowledge or data used or useful in conducting the operations of PLAN (collectively, the "Confidential Information"); that the disclosure thereof is being made by PLAN to Service Provider only because of the position of trust and confidence which Service Provider will occupy and because of the agreement of Service Provider to the restrictions contained herein; that all such Confidential Information is the sole property of PLAN; that strict protection of the Confidential Information is necessary to the successful continuation of the operations of the PLAN; and that unauthorized use or disclosure of the Confidential Information would irreparably harm PLAN. Service Provider agrees that Service Provider will not directly or indirectly divulge, disclose or use at any time,



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either during the term of this Agreement or at any time thereafter, any Confidential Information, unless Service Provider shall first have secured the written consent of PLAN or unless such disclosure or use is both necessary in the performance of the Services and specifically authorized pursuant to PLAN's written Publication Policy, as the same may be revised from time to time.

6. **Arbitration**

The parties hereto agree and declare that if any disputes or differences shall arise touching or concerning these presents or the interpretation thereof the parties hereto agree to resolve such disputes and differences by mutual negotiation and failing settlement by mutual negotiation the disputes and differences shall be referred to arbitration by a sole arbitrator to be appointed by PLAN. The arbitration shall take place in New Delhi and all arbitration shall be held in accordance with the Indian Arbitration Act, 1996. The courts located in Delhi shall have exclusive jurisdiction for all matters relating to any dispute or difference between the parties. Any award made by the Arbitrator shall be final and binding upon the parties hereto and it may be enforced by the parties hereto in the High Court of New Delhi by making the same the rule of the said Honourable Court.

7. **Enforcement**

Service Provider agrees and acknowledges that PLAN will suffer irreparable injury and damage and cannot be reasonably or adequately compensated in monetary damages for the loss it may suffer as a result of a breach or violation by Service Provider of any of the obligations contained in Sections 4, 5, or 6 hereof. Accordingly, in addition to any other remedies to which PLAN shall be entitled to apply to a court of competent jurisdiction for both a preliminary and permanent injunction or similar court order enjoining Service Provider from violating any of the provisions of Sections 4, 5, or 6 hereof, and Service Provider consents to submit for this purpose to the jurisdiction of the High Court of New Delhi.

8. **Independent Contractor**

The Service Provider shall perform the Agreement hereunder as an independent Contractor, it being agreed that nothing contained herein shall be construed as establishing or creating a relationship of master and servant or principal and agent and it being further agreed that the position of the Service Provider and that of the Service Provider's services rendering the Agreement is that of an independent contractor. It is also further agreed that all persons who are employed or engaged by the Service Provider or perform work for the Service Provider (including the Service Provider's Personnel) in connection with the Agreement whether they be the Service Provider's employees, servants and agents or independent specialists or otherwise, shall be deemed to be his employees and the Service Provider shall accept full and exclusive liability for the payment of all salaries, wages, commissions and other remuneration to such persons including payment of all and any taxes, duties, fees and other impositions, both within and outside India. The Service Provider shall indemnify PLAN against the foregoing liabilities and any other liability that PLAN may in law incur in respect of persons who are employed or engaged by the Service Provider by reason of such employment or engagement and the aforesaid obligation to indemnify PLAN shall survive the final payment and settlement hereunder. In the event such liability exceeds the final Payment, PLAN would be reimbursed by the Service Provider and in default of Payment PLAN would be entitled to take recourse to Proceedings as specified in this agreement or as provided by law.

9. **Claims**

With respect to its rendering of the Agreement, the Service Provider shall indemnify and hold PLAN harmless from any and all claims, liabilities and causes of action for injury to or death of any person including the Service Provider's Personnel or for damage to or destruction of property of PLAN of third parties resulting from any and all acts or omissions of the Service Provider and/or the Service Provider's Personnel in rendering the Services.



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10. **Taxes**

The PLAN shall not be liable for any payments of taxes, duties, fees and other impositions levied by any governmental authority or otherwise in India in respect of any payment to be made in connection with the rendering of the Services (save and except such withholding tax applicable to such fees and deducted therefore by PLAN). Such payments shall be borne and paid for by the Service Provider and the Service Provider shall indemnify PLAN and keep PLAN indemnified and harmless in respect thereof.

11. **No Assignment by Service Provider**

The Service Provider's obligations hereunder and rights to receive payment therefore are hereby expressly declared to be non-assignable, non-delegatable, and non-transferable.

12. **Entire Agreement**

This Agreement constitutes the entire agreement between the parties and may not be amended or modified except by a written instrument signed by both parties hereto.

13. **Governing Law**

This Agreement shall be governed by the laws of India.

14. **Notice**

Any notices required hereunder shall be in writing, sent by registered post to PLAN or Service Provider at their respective addresses set forth above, as the case may be.

15. **Severability**

The invalidity or unenforceability of any particular provision of this Agreement shall not affect the other provisions hereof, and this Agreement shall be construed in all respects as if such valid or unenforceable provisions were omitted.

IN WITNESS WHEREOF, the parties have executed this Agreement in duplicate on the date first above written.

[Handwritten signature]

For PLAN INTERNATIONAL
(INDIA CHAPTER)

[Handwritten signature]

For BHARAT RATNA DR. BRAMBEDKAR UNIVERSITY, DELHI (PROJECTS)
Dr. B. R. Ambedkar University Delhi
लाशियान राज, कश्मीरी गेट, दिल्ली-110006
Lothian Road, Kashmir Gate, Delhi-110006
वेबसाइट / website : www.aud.ac.in

Witness:

[Handwritten signature]

1. _____

Name of the Witness: Jeet Singh
Witness:

[Handwritten signature]

Name of the Witness:
Address: 01, Community Centre
Zamrudpur, Kailash Colony, New Delhi-110048.

[Handwritten signature]

1. *[Handwritten signature]*

Name of the Witness:

[Handwritten signature]

2. *[Handwritten signature]*

Name of the Witness:

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Annexure -I

Terms of Reference - Development of Parents Development Program.

About Plan India

Plan India is a nationally registered independent child development organisation striving to advance children’s rights and equality for girls, thus creating lasting impact in the lives of the vulnerable and excluded children and their communities. Since 1979, Plan India and its partners have improved the lives of millions of children by providing them access to protection, basic education, proper healthcare, a healthy environment, livelihood opportunities and participation in decisions which affect their lives. Plan India is a member of Plan International Federation, working for child development in 71 countries through a child centred community development approach.

Plan India’s Country Strategic Plan IV (2016-2020) goal is to be “the leading child development organization in India, known for the lasting impact created in the lives of the vulnerable and excluded children and their communities.” Aiming to impact the lives of two million children directly and five million children through advocacy and policy influence. Plan India programs cover 10 states with six strategic objectives: child survival, growth and optimal development; water, sanitation and hygiene; education; economic development; disaster risk reduction and protection.

Plan recognizes importance of parent and family support including provisions for child care as critical for achieving positive child level outcomes. Plan India’s existing parenting initiatives aims at changing/improving childcare practices for young girls & boys. Plan India in CSP IV aim at going beyond delivering knowledge and making parents/caregivers effective *agents of change* at family and community level.

Programme background

Plan India’s ECCD strategy document in CSP IV define goal & objectives as summarised below:

Goal: All girls & boys below 6 years in Plan’s operational areas have access to developmentally appropriate responsive care and learning opportunities at home and childcare centres that serve to actualize their development potential.

Objective 1: All girls & boys below 6 years in Plan operational areas have access to developmentally appropriate responsive care at home and child care centres.



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Objective 2: All girls & boys below 3-6 years in Plan operational areas have access to developmentally appropriate learning opportunities at home and child care centre.

ECCD programs will aim at improving access to developmentally appropriate responsive care and learning opportunities at home and childcare centres that serve to actualize their development potential. One of the key strategy of the program will be to strengthen the parents capacities to promote continuum of care & learning opportunities in home settings.

B. Purpose of the consultancy

The assignment is being done to strengthen Parents Development Program (hereafter refer as PDP) for all young girls & boys (under six years). Consultant/organisation will support in developing PDP for Plan India. PDP will be inclusive of but not limited to-

- PDP Implementation framework
- Parenting manuals (Under 3 years and 3-6 years)

The assignment will be aligned with Plan India's ECCD conceptual framework & Responsive care and Early Stimulation position paper.

Duration of the Agreement

15th Sep- 28th Feb' 2019

Key Deliverables:

1) Development of PDP implementation framework

Implementation framework will promote an integrated and sustainable model of PDP which will focus on increasing awareness and knowledge about childcare practices for better outcomes. The consultant /agency would develop an implementation framework which would help the organization in identifying and implementing a set of activities to achieve the desired results in a sustainable manner. The framework will streamline nation-wide parenting program, while allowing contextual flexibility and innovative practices to emerge. Assignment will identify advocacy issues both at local and national level which would be based on the evidences generated from the program activities. The implementation framework will have monitoring, reporting and evaluation procedures for drawing lessons, priority setting and forward planning.

2) Session based Parenting Manuals

The session based manuals will provide information on strengthening overall development of child through interactions, relationships and communications. Age cohorts based manuals will go beyond health and education domains and will include hygiene and protection themes equally. Handouts and additional resources will be the part of each session. Manual will be based on science of early childhood and brain development.

PDP should also address internal and external issues impacting fathers' participation in childcare and gender inequalities in early years.



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For ensuring regular guidance and input Individual/Organization will work closely with Plan's reference group headed by Technical Advisor, ECCD.

Reference Documents for the Assignment

This assignment will be as per the nationally and globally accepted sector standards, restructured ICDS framework, National Early Childhood Care and Education (ECCE) Policy, Plan International's ECCD program framework and Plan India's ECCD framework and Responsive Care documents.

Methodology

Steps	Activities	Deliverables
Desk review	Desk review of available documentation/guidance material/studies on parenting program, internal and external both.	5 pagers (max) document including strengths and gaps of Plan India's parenting program and learnings from other successful models. The document should specifically highlight father's engagement and inclusion of special need children in the program.
Development of detailed plan/roadmap for the assignment	Agreement on the activities schedule, framework templates, modules, and sequence of chapters.	A report on detailed work plan along with time lines
Consultation with the Plan's Technical team & ECD working group	Discussion on the layout of the program & other deliverables (as per the schedule)	Meetings, field visits (Minimum one visit) and skype calls as and when required
Sharing of a draft framework	Inputs/consultations through meetings & skype calls with Plan	Consultation with Plan
Field consultation and testing	Field testing of framework and manuals will be done in 2 states.	Delhi & Rajasthan



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Finalisation of the framework & manuals.	Finalise the documents based on technical team inputs.	Implementation framework (One) Parenting manuals (Two manuals)
TOT of the manuals	Training of Plan's core team	One Delhi based training

Payment Schedule

1	20%	Completion of Desk Review
2	25%	Final implementation of Framework
3	30%	Submission of draft Manual of Birth-3 years & 3-6 years
4	25%	Submission of Final (Printable format) both the manuals

All the related documents should be in printable form (including edited and proofread)

Copyright information

Manuals developed with the support of consultant/agency shall be owned by Plan India with due acknowledgement to the consultant/agency.

Contact Person at Plan India : Ms Shruti Mishra.

FOR
Plan International (India Chapter)



Shruti Mishra

Authorized Signatory
SM

FOR
SERVICE PROVIDER

Monimalika Day

Authorized Signatory
Centre for Early Childhood Education and Development



CHAPTER 5: CHILD PROTECTION POLICY

Say "YES"! To Keeping Children Safe

SUMMARY / PURPOSE

As an Indian child-centered community development organisation whose work is underpinned by the United Nations Convention on the Rights of the Child (UNCRC), Plan is committed to promoting the rights of children including their right to be protected from harmful influences, abuse and exploitation. Plan takes active measure to ensure children's right to protection are fully realized.

Plan acknowledges its expectation that all employees and other who work with Plan have children's best interest at the heart of their involvement with Plan.

The Child Protection Policy is Plan's statement of intent that demonstrates our commitment to safeguarding children from harm and makes clear to all in the organisation and who come into contact with us what is required in relation to the protection of children, and that child abuse in any form is unacceptable to Plan.

A. Plan's vision for child protection

Vision

We aim to create "child safe" environments, both internally and externally, where children are respected, protected, empowered and active in their own protection, and where staff are skilled, competent and well supported in meeting their protection responsibilities.

Statement

Plan is committed to actively safeguard from harm and ensuring children's right to protection are fully realized. We take seriously our responsibilities to promote child safe practices and protect children from harm, abuse, neglect and exploitation in any form. In addition, we will take positive action to prevent child abusers from becoming involved with Plan in any way and take stringent measures against any Plan Staff and / or Associate who abuses a child. Our decisions and actions in response to child protection concerns will be guided by the principle of "the best interests of the child".

B. Definitions for a child and child abuse

1. A Child abuse is defined as all forms of physical abuse, emotional ill-treatment, sexual abuse and exploitation, neglect or negligent treatment, commercial or other exploitation of a child and included any action that result in actual or potential harm to a child.



Abuse may be a deliberate act or it may be failing to act to prevent harm. Child abuse consists of anything that individuals, institutions or processes do or fail to do, intentionally or unintentionally, which harms a child or damages their prospect of safe and healthy development into adulthood.

3. Child Protection, within the scope of this policy, is defined as the responsibilities, measures and activities that Plan undertakes to safeguard children from both intentional and unintentional harm.

4. Scope of the Child Protection Policy

The Child Protection Policy applies to everyone working for or associated with Plan. It encompasses the whole of Plan and includes without limitation:

1. **Staff at all levels** - in offices, in field or elsewhere
2. **Plan Associates** - these include board members (international and National Boards), volunteers, community volunteers, sponsors, consultants and contractors. Also the staff and / or representatives of partner organizations and local governments who have been brought into contact with children or are party to Plan's child sensitive data while working for or with Plan.
3. **Plan Visitors** – (e.g. donors, journalists, media, researchers, celebrities, staff family members, etc.) who may come into contact with children through Plan are also bound by this policy.

5. Responsibilities under the Child Protection Policy

Plan staff, associates and Visitors must:

1. **Never abuse and / or exploit a child or act/ behave in any way that places a child at risk of harm.**
2. **Report any child abuse and protection concerns they have in accordance with applicable local office procedures.** That is a mandatory requirement for staff. Failure to do so may result in disciplinary action.
3. **Respond to a child who may have been abused or exploited in accordance with applicable local office procedures.**
4. **Cooperate fully and confidentially in any investigation of concerns and allegations.**
5. **Contribute to an environment where children are respected and encouraged to discuss their concerns and rights.**
6. **Always ask permission from children (or, in the case of young children, their parent or guardian) before taking images (e.g. photographs, videos) of them. Respect their decision to say no to an image being taken. Ensure that any images taken of children are respectful (for example, children should have adequate clothing that covers up the sexual organs. Images of children in sexually suggestive poses or what in any way impact negatively on their dignity or privacy are not acceptable. Stories and images of children should be based on the child's best interest.**

6. PLAN ASSOCIATES AND VOLUNTEERS

7. **Disclose information that identifies sponsored or grant beneficiary families or children or make it available to the general public without explicit consent from Plan.**

7. ALL DIRECTOR, SENIOR PROGRAM MANAGERS AND ALL FIELD SUPERVISORS AND LEADERS MUST

8. **Ensure that each Plan Office has in place local procedures that are consistent with the global Child Protection Policy and with the document reporting and Responding to Child Protection issues in Plan to respond to**

incidents of child abuse. Local procedures should be developed with assistance of local advisors in accordance with the local law. Any deviation therefore must have prior formal approval from the Executive Director.

Ensure that local procedures are made available in local languages.

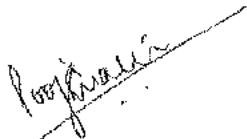
F. Personal Conduct Outside work

We are committed to ensuring that our Staff and representatives apply high standards of behavior towards children within both their professional and their private lives.

Plan does not intend to dictate the belief and value systems by which Plan employees conduct their personal lives. Plan's position throughout the world is dependent, however, on maintaining good relations and upholding its reputation as a child-focused community development organisation with numerous organizations. Unlawful or other conduct by Plan employees which jeopardizes Plan's reputation or position whether during or after business hours will not be permitted. Such conduct includes, but is not limited to any unlawful activities related to sexual abuse; sexual harassment; physically / verbally abusive behavior and public disorderly conduct.

Staff and Associates are required to bear in mind the principles of the Child Protection Policy and heighten their awareness of how their behavior may be perceived both at work and outside work.

This policy has been reviewed and recommended for approval



Pooja Mathur
Sr. Manager – HR&OD, Plan International (India Chapter)

This policy is reviewed and approved by:



Bhagyashri Dingle
Executive Director, Plan International (India Chapter)



Say 'Yes'! to Keeping Children Safe Plan India's Policy on Child Protection

Acknowledgement Receipt

This is to acknowledge that I have received Plan India's policy on Child Protection

Name:

MONIMALIKA DAY

Signature:

Monimalika Day

Designation:

Associate Profenor

Date:

11/9/18



Nakkeeran N <nnakkeeran@gmail.com>

Fwd: SHAPES small grant applications: results

Kerry Scott <kerry.e.scott@gmail.com>

Tue, Feb 6, 2018 at 3:48 PM

To: Aruna <access2aruna@gmail.com>

Cc: Steph Topp <globalstopp@gmail.com>, Manu Gupta <manugupta08@gmail.com>, Nakkeeran N <nnakkeeran@gmail.com>, "Nanuka.Jalaghonia" <n.jalaghonia@curatio.com>

Dear Aruna,

Greetings!

This is to follow up on the SHAPES small grant. Apologies for the delay. I am putting Nanuka Jalaghonia in CC -- she is part of the HSG secretariat in Georgia and will be releasing the funds (US \$1400) to you. I am also attaching an invoice with the request that you fill it in and submit it to Nanuka. If you have any questions about the process of accessing the funds, please follow up with Nanuka; the money flows from HSG to you, so Steph, Manu and I will not be involved in handling it.

We look forward to you beginning work on the project outlined in your successful grant application. Please share a short report (1 - 2 pages) on the google group after six to eight months to let us know your progress. Additional engagement on the SHAPES group is of course encouraged :-)

Warm wishes,
Kerry

[Quoted text hidden]

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Call for Emerging Voices for Global Health 2018Last date for submission is **5th March 2018**The Fifth Global Symposium on Health Systems Research
'Advancing health systems for all in the SDG era'
October, 2018 LiverpoolEV4GH Secretariat
Institute of Public Health,
Bengaluru

www.ev4gh.net

Tel: +91-8026421929

ev4gh@iphindia.org



/ ev4gh

 Invoice for TWG funding.xlsx
42K



Nakkeeran N <nnakkeeran@gmail.com>

Fwd: SHAPES small grant applications: results

Aruna <access2aruna@gmail.com>
To: Nakkeeran N <nnakkeeran@gmail.com>

Tue, Oct 3, 2017 at 10:57 PM

Good news!

----- Forwarded message -----

From: **Kerry Scott** <kerry.e.scott@gmail.com>

Date: Tuesday, October 3, 2017

Subject: SHAPES small grant applications: results

To: Aruna <access2aruna@gmail.com>

Cc: Steph Topp <globalstopp@gmail.com>, Manu Gupta <manugupta08@gmail.com>

Dear Aruna,

Thank you for applying for a SHAPES small grant. Three senior SHAPES members reviewed all submissions and have decided how to allocate this year's tranche of US \$5000.

We are delighted to inform you that your application was successful. SHAPES is pleased to award you US\$1400 as seed funding to develop a reader on *Pedagogy for social sciences teaching on health systems* through series of case studies.

The reviewers agreed that your proposal idea is important for SHAPES and has huge potential. However, they noted some concerns, listed below. Ultimately, we hope that you can use this money as initial funding to enable you to focus your ideas, clarify the output, and reach out to others in SHAPES, across the Health Systems Global thematic working groups, and also to the WHO Alliance for Health Policy and Systems Research for additional support.

- **Scope:** The idea currently seems a bit too ambitious, since taking on all of social science teaching in health systems is quite broad and a one year timeframe is quite short.
- **Clarity:** Key aspects of the output need to be clarified. i.e. What will the reader look like? Will these small case studies (4-5 pages) be teaching cases? What will the review process be? It says there will be template which is not binding- what would the template look like?
- **Inclusiveness:** Currently the only collaborators listed are Indian. We hope that you can use SHAPES bring additional perspectives from other countries.

Ultimately, this sort of project is particularly central to the mission of SHAPES, and we are very excited to support you in leading it. We think that this \$1400 seed funding, combined with some crowdsourcing support from within SHAPES, can catalyse a larger project.

This money can only be transferred from Health Systems Global to an institutional account so we hope that you can receive the money through your university. In addition, so that this funding serves to strengthen and benefit the whole SHAPES group, we ask that you update SHAPES on your project. Please share a short report (1 - 2 pages) on the google group after six to eight months. Additional engagement on the SHAPES group is of course encouraged :-)

We will be announcing the results on the SHAPES google group tomorrow.

Please accept our congratulations!

Warm wishes,
Kerry & Steph (SHAPES co-chairs)
Manu (SHAPES coordinator)

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If you can't explain it simply, you don't understand it well enough. ~ *Albert Einstein*

Aruna Bhattacharya Chakravarty, M.Sc., Ph.D (Anthropology)

Alternate email: access2aruna@outlook.com | Skype ID: "access2aruna"

TV [Interview](#)
Research [Report](#)
Book [Published](#)

Please do not print this email unless it is absolutely necessary. Save Paper. Save Trees.

Tata Education and Development Trust

c/o. Sir Ratan Tata Trust, Bombay House, Homi Mody Street, Fort, Mumbai-400001.

Tel. : 6665 8282 Fax : 022-6665 8013

Grant ID*: TEDT/MUM/CSS/BRDBRAU/2017-2018/0039/ZA/ck

Date: February 1, 2018

* To be referenced in all communications/reports to the Trust

Prof Anup Dhar,
Director
Centre for Development Practice,
Ambedkar University Delhi,
Kashmere Gate Campus,
Delhi -110006
Email id: anup@aud.ac.in
Mob No: 9818883657

Subject: Sanction for an amount of Rs. 299.00 lakhs over five years to Bharat Ratna Dr B R Ambedkar University, New Delhi for the project "Institutionalising the Centre for Development Practice (CDP)".

Dear Prof. Dhar,

We are pleased to inform you that the Trustees of the Tata Education and Development trust (the Trust) have approved a grant of Rs. 299.00 Lakhs (Rupees Two Hundred Ninety Nine Lakhs Only) to Bharat Ratna Dr B R Ambedkar University, New Delhi for the project titled "Institutionalising the Centre for Development Practice (CDP)" for a period of five years. This grant is being made in response to your letter sent with the proposal and related correspondence on the matter.

The grant is made subject to the following **Particular Conditions of Contract (PCC)** and **General Conditions of Contract (GCC)**.

Particular Conditions of Contract (PCC)

1. Amount of Grant

Rs. 299.00 Lakhs (Rupees Two Hundred Ninety Nine Lakhs Only)

2. Term

Five years; commencing from February 1, 2018 to January 31, 2023.

3. Purpose

This grant is to be specifically used for the purposes set out in Annexure 1, hereto. Any variations made, without prior written approval of the Trust will be considered a ground for termination of the grant.



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4. Disbursement of the grant

The grant will be disbursed in the following instalments.

Table 1: Instalment Details

Instalment No.	Period	Amount (In Rs. In Lakhs)	Funds raised from Other Sources –(In Rs. In Lakhs)
1	February 2018	82.48	199.08
2	August 2018	88.07	293.19
3	February 2019	72.05	336.05
4	August 2019	37.35	365.50
5	February 2020	19.05	413.49
	Total	299.00	1607.31

- The disbursement schedule of the grant instalments is as shown in the **Table 1** with one or a combination of the following applicable clauses.
- If applicable, the instalments mentioned above will be contingent upon Bharat Ratna Dr B R Ambedkar University, New Delhi raising contribution from 'Other Sources'.

Disbursements will be subjected to review by the Trust and the availability of funds with the Trust. The Trust will not be responsible or held liable for any consequences that may arise if disbursements are not made due to any cause beyond the control of the Trust and an act, deed or omission not attributable to the Trust.

5. Utilisation of funds

- The Trust will release an instalment after review of the utilisation as per the reports (as mentioned in the Grant Letter) submitted by Bharat Ratna Dr B R Ambedkar University, New Delhi. Bharat Ratna Dr B R Ambedkar University, New Delhi may request for the next instalment in advance to mitigate risk of shortfall of funds.
- The Trust discourages funds from Other Sources being used for the specific line items supported by the Trust unless specified in the Annexure 1, Project Budget annexed with this grant letter or if prior approval is taken from the Trust.
- Cost overruns, if any, will be borne by your organisation and changes in the time-frame of the project will be brought to the notice of the Trust and activities corresponding to the revised timeframe will be undertaken only with prior written approval.

6. Submission of Reports:

- 1. Annual Work Plan (AWP):** The Annual Work Plan should be submitted as per schedule in **Table 2**, in the format provided in Annexure 4 (Please refer to the Annexure 8, Guideline for Annual Work Plan). The process of finalisation may include a comprehensive external review exercise if applicable, in March every year, which will feed into the Annual Work Plan exercise. The first review of the annual work plan will be undertaken in February 2018.
- 2. Baseline Survey Report:** A comprehensive Baseline Survey Report if applicable, should be submitted by Bharat Ratna Dr B R Ambedkar University, New Delhi to the Trust as given in **Table 2**. The parameters for the baseline data collection and the monitoring indicators should be developed jointly in consultation with the Trust team and Bharat Ratna Dr B R Ambedkar University, New Delhi team/representatives. (Not Applicable)

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3. **Project End Reports:** Brief project progress reports are to be submitted to the Trust at the end of the project. These will consist of the following two documents:
- Progress Report (PR):** This report should be submitted within 25 days of completion of the grant, to the Trust as given in **Table 2**, providing a description of progress made specifically on activities undertaken / completed since initiation of the project, as per the AWP, in the format provided in Annexure 2a.
 - Utilisation Certificate (UC):** The Utilisation Certificate (UC) should be submitted within maximum of 25 days of completion of the grant, to the Trust as given in **Table 2**, in the format provided in Annexure 2b (Please refer to the Annexure 7, Guideline for Utilisation Certificate). **Utilisation Certificate must be sent audited (Certified by a Chartered Accountant).** Any variances or discrepancies in line items will have to be explained in detail in a covering letter ensuring reporting periods do not overlap across any two financial years.
4. **Annual Progress Report (APR):** Annual Progress Report should be submitted yearly within 30 days of completion of the year, to the Trust as given in Table 2, providing a detailed description of progress made in the project, as well as specific progress in project activities against the AWP, in the format provided in Annexure 3. (Not applicable)
5. **Audited Statement of Accounts:**
- A consolidated annual audited statement of accounts of grantee name including a separate schedule regarding the project supported by the Trust should be submitted as given in **Table 2**.
 - Presentation of Grant received from Tata Education and Development trust in the Annual Statement of Accounts: The grant received from Tata Education and Development trust should be treated as an Earmarked Fund in the nature of revenue and all Income and Expenditure should be routed through the same. Only grant utilized during the year should be recognized as Income in the organisation's Income & Expenditure statement.
6. **Report:** Reports should be submitted as given in the **Table 2**.

Table 2: Report Submission Due dates

Name of the Report	Frequency	Submission Due Dates
Annual Work Plan(AWP)	1. February 2018 to March 2018	1. February 2018
	2. April 2018 to March 2019	2. March 2018
	3. April 2019 to March 2020	3. March 2019
	4. April 2020 to November 2021	4. March 2020
	5. April 2021 to March 2022	5. March 2021
	6. April 2022 to November 2023	6. March 2022
Baseline Survey Report	One time activity	Not applicable
Quarterly Progress Report (QPR)*	1. February 2018 to March 2018	1. April 25, 2018
	2. April 2018 to June 2018	2. July 25, 2018
	3. July 2018 to September 2018	3. October 25, 2018
	4. October 2018 to December 2018	4. January 25, 2019
	5. January 2019 to March 2019	5. April 25, 2019

DK:

[Handwritten Signature]

Tata Education and Development Trust

c/o. Sir Ratan Tata Trust, Bombay House, Homi Mody Street, Fort, Mumbai-400001.

Tel. : 6665 8282 Fax : 022-6665 8013

Name of the Report	Frequency	Submission Due Dates
Utilisation Certificate (UC)*	Quarterly unaudited	
	1. February 2018 to March 2018	1. April 25, 2018
	2. April 2018 to June 2018	2. July 25, 2018
	3. July 2018 to September 2018	3. October 25, 2018
	4. October 2018 to December 2018	4. January 25, 2019
	5. January 2019 to March 2019	5. April 25, 2019
	Six monthly audited	
	1. February 2018 to March 2018	1. April 25, 2018
	2. April 2018 to September 2018	2. October 25, 2018
	3. October 2018 to March 2019	3. April 25, 2019
Annual Progress Report	1. February 2018 to March 2018	1. April 30, 2018
	2. April 2018 to March 2019	2. April 30, 2019
	3. April 2019 to March 2020	3. April 30, 2020
	4. April 2020 to March 2021	4. April 30, 2021
	5. April 2021 to March 2022	5. April 30, 2022
	6. April 2022 to November 2023	6. December 30, 2023
Audited Statement of Accounts	1. March 31, 2018	1. September 30, 2018
	2. March 31, 2019	2. September 30, 2019
	3. March 31, 2020	3. September 30, 2020
	4. March 31, 2021	4. September 30, 2021
	5. March 31, 2022	5. September 30, 2022
	6. March 31, 2023	6. September 30, 2023
	7. March 31, 2024	7. September 30, 2024
Project End Report	One time activity	February 28, 2023

**Note: QPRs and UCs are to be submitted following the subsequent submission cycle. Not all the dates are mentioned here.*

7. Contributions from Other Sources not Brought into the Accounts of the Grantee

- Details regarding funds from other sources utilised for the project, specifying the amounts brought into the accounts of the grantee, must be detailed in Annexure 2b, Utilisation Certificate of this letter.
- Furthermore, a statement/document/letter of proof from the funding agency/government department/institution must be attached, certifying that the amount mentioned above has been raised from the said source towards the project during the specified period. These documents should be sent every time a new grant is received from other sources along with the corresponding QPR/UC as specified in the AWP.

8. Changes in Budget

- For any change in the budget, (between line items or by way of insertion of a new line item), prior written approval must be sought from the Trust.
- If prior approval is not sought and changes are made, it will be grounds for termination of the grant.

9. Monitoring and Evaluation

The Trust shall monitor the use of the grant funds and conduct a review of operations under this grant, which may include a visit of Trust personnel or Trust representatives, to observe your

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Tata Education and Development Trust

c/o. Sir Ratan Tata Trust, Bombay House, Homi Mody Street, Fort, Mumbai-400001.

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project, discuss the project and finances with your personnel and review financial and other records and materials connected with the activities financed by the Trust. You shall perform monitoring activities as per MEL work-plan as given by the Trust and periodically report the progress to the Trust using MEL Integrated Reporting Template sent with this letter. Please refer to Annexure 5, MEL KPI sheet.

General Conditions of Contract (GCC)

10. Separate Bank Account

Bharat Ratna Dr B R Ambedkar University, New Delhi will maintain a separate bank account (preferably savings bank account) in a Scheduled Commercial Bank for the purpose of this grant and proof of the same should be furnished to the Trust. All receipts and payments related to the said project must be routed through this account.

11. Internal Systems

- You will be required to ensure that appropriate and adequate accounting / financial systems and procedures are in place together with the required and appropriate human resource.
- If required by the Trust, a joint project Steering Committee and Advisory Committee may be set up by Bharat Ratna Dr B R Ambedkar University, New Delhi to track progress of the project as described in the proposal.

12. Books of Accounts

- Bharat Ratna Dr B R Ambedkar University, New Delhi shall ensure maintenance of accounting books, records, documents and other evidence relating to this Grant Letter, adequate to show, without limitation, all costs incurred and revenues earned by Bharat Ratna Dr B R Ambedkar University, New Delhi for the project and the overall progress towards completion of the project.
- The Standard Accounting Package used by Bharat Ratna Dr B R Ambedkar University, New Delhi should ensure that separate cost centres are maintained for each line item mentioned in the detailed project budget. Also, please ensure that the expenses made towards each of the sub-line items are traceable through the cost centre wise statements.
- The Trust encourage maintenance of accounts using the licensed version of any Accounting Package, as a prudent practice in the interest of your organisation.

13. Procedure for Booking of Expenses

- Based on the project design, expenditure must be grouped under three main heads:
 - i. Funds to be spent directly by Bharat Ratna Dr B R Ambedkar University, New Delhi
 - ii. Funds to be transferred to the account of another implementing or partner organisation/s (if appropriate)
 - iii. Funds to be transferred to a community based organisation/sThe grouping of various budget items under the above heads must be as per the activities indicated in the detailed project budget.
- All pre-approved expenditure charged to Trust for the Grant given must be on actual basis. No notional expenses, other than those already incorporated in the budget if any and agreed upon as notional should be charged to the Trust.
- Accounts of all project linked organisations would also be subject to audit by the Trust. Trust may conduct the audit on their own or through their external auditors. In specific cases where project activities involve funds to be transferred for direct and collaborative work with communities, a Joint Bank Account (preferably savings bank account) must be opened, which should be operated with joint signatures of representatives of Bharat Ratna Dr B R Ambedkar

Tata Education and Development Trust

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University, New Delhi and the community-based organisation implementing the activities. Maintenance of this joint account shall be the responsibility of the community-based organisation. The community-based organisation must maintain separate books of accounts for the funds received and payments made. Their books of accounts shall be available for scrutiny and for all periodic audits conducted by the Trust. Details regarding operationalisation of the above, are required to be shared with the Trust within six months of the commencement of the project.

14. Cash payments

Cash withdrawals to make payments are permitted where the same are supported by proper vouchers, invoices, and the like, subject to a maximum cumulative limit of Rs. 20,000/- per month. All other payments should be made by crossed Account Payee cheque or Demand Draft.

15. Interest earned on grant funds

- Bharat Ratna Dr B R Ambedkar University, New Delhi should avoid keeping idle bank balances and preferably place them in short term bank deposits based on expected cash flows. The liquidity maintained in the bank account should not exceed a month's requirement.
- Interest received on grant funds must be reported to the Trust as per the project Utilization Certificate and should be credited into the dedicated bank account.
- Interest should be used towards line items stated in the Grant Letter only; with prior approval of the Trust.

16. Audit by Trust

- The Trust shall be entitled to conduct an audit of project accounts including procurement and work procedures in the field (wherever applicable), within a month of the Trusts' audit notification as mutually agreed with Bharat Ratna Dr B R Ambedkar University, New Delhi.
- The Terms of Reference of the audit will be shared with Bharat Ratna Dr B R Ambedkar University, New Delhi at least one week before the Audit.
- The Trust conducts the following types of Audits:
 - Financial Systems Check / Pre Assessment
 - Grant Utilisation and Compliance Audit
- All compliances relating to the audit observations / recommendations of the Trust appointed auditors need to be closed within six months of the completion of the audit. No further grant instalments shall be disbursed by the Trust till all Audit related issues are addressed.

17. Information and Publicity

With prior consent of Trust and if Trust so desires -

- Trust support to Bharat Ratna Dr B R Ambedkar University, New Delhi should be recognised in all publications /studies/ hoardings/ banners/ posters arising from the grant, or otherwise, by mentioning, "...supported by the Trust". Your organisation will acknowledge this in all correspondence, public notices, community activation, press releases and dissemination exercises. The same will have to be approved by the representatives of the Trust prior to actual printing/release.
- Tata Trust will need to have access and right to use data on the evidence created during the project period with all the information. Due acknowledgement needs to be given to the Trust on the Research/ publishable material emerging from this evidence.
- Bharat Ratna Dr B R Ambedkar University, New Delhi will also furnish Tata Education and Development trust name with all the information that may be requested for.

Tata Education and Development Trust

c/o. Sir Ratan Tata Trust, Bombay House, Homi Mody Street, Fort, Mumbai-400001.

Tel. : 6665 8282 Fax : 022-6665 8013

18. Quality, Health, Safety and Environment

Bharat Ratna Dr B R Ambedkar University, New Delhi is responsible for all acts and omission of Bharat Ratna Dr B R Ambedkar University, New Delhi personnel and for the health, safety and security of such persons and their property. The provision of information by Tata Education and Development trust shall not in any respect relieve Bharat Ratna Dr B R Ambedkar University, New Delhi from responsibility for its obligations under this agreement.

19. Obligations of the Grantee

- Bharat Ratna Dr B R Ambedkar University, New Delhi under takes to comply with all statutory obligations as may be applicable and amended from time to time and to obtain relevant permissions from the concerned Government departments under the applicable laws. The grantee also agrees to ensure that the relevant policies and guidelines of applicable statutes are implemented, such as The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, Child Protection Policy as per the Ministry of Woman and Child Development Guidelines etc.
- The officials/ workers of Bharat Ratna Dr B R Ambedkar University, New Delhi working under this contract will not in any way be termed to be officials/ workers of the Trust, but would be officials/ workers of Bharat Ratna Dr B R Ambedkar University, New Delhi. Any claim/ liabilities arising on account of these officials/ workers would be borne by Bharat Ratna Dr B R Ambedkar University, New Delhi and the Trust's grant shall not be utilised for discharging any such claim / obligation.

20. Repayment of Grant Funds

If any of the grant funds remain unused at the expiry of the grant period, such amount must be returned/ repaid within one month from the agreed date of closure, to the Trust by Bharat Ratna Dr B R Ambedkar University, New Delhi along with all the unspent interest earned on the grant funds together with the utilization certificate.

21. Amendment of the Grant terms

The Trust reserves the right to unilaterally amend at any time during the continuance of the grant any of the terms and conditions herein which amendment will be conveyed to you and would be binding on you.

22. Indemnification

The grantee shall indemnify and hold the Trust and its Trustees and their respective officers, employees, agents harmless from and against any and all claims, demands, actions, losses, liabilities, damages, costs and expenses (including, but not limited to, reasonable attorneys' fees) arising out of or resulting from (i) any claims arising in connection with activities undertaken in connection with the project or (ii) grantee's gross negligence or wilful misconduct or breach of any undertaking, covenant, representation or warranty contained in this Grant Letter or (iii) the actual infringement of any patent, trademark, copyright, trade secret or other intellectual property right of a third party.

23. Termination

If Bharat Ratna Dr B R Ambedkar University, New Delhi commits a breach of the terms and conditions of the grant or shows unsatisfactory progress, Tata Education and Development trust will have a right to terminate the said grant. Upon termination, Trust reserve the right for calling back the unspent and uncommitted funds as on the date of termination. The Trust reserves the

Tata Education and Development Trust

c/o. Sir Ratan Tata Trust, Bombay House, Homi Mody Street, Fort, Mumbai-400001.

Tel. : 6665 8282 Fax : 022-6665 8013

right to share information of defaulters with respect to this grant agreement in the public domain. The following conditions will be considered as breach of this contract:

- Failure to inform in writing to the Trust about all material facts or changes subsequent to the date of the grant, which have a bearing either directly or indirectly on the project.
- Failure to inform the Trust if and when the grantee receives a grant from any other agency for the same purpose to the extent of the whole/part of the sanctioned amount. In such a case, the Trust grant to the extent funded by the said agency should be refunded to the Trust immediately.
- Selling, mortgaging, letting-out or disposing off any assets purchased or created under this grant agreement without prior approval of the Trust.

Non-compliance of any terms and conditions under this letter and inability to rectify or respond within 30 days of receipt of a written communication from the Trust in this regard, shall be deemed as a breach of contract and automatic termination of the said agreement.

24. Governing Law and Jurisdiction

This grant letter shall in all respects be governed by the laws of India and any dispute arising out this letter between the Parties shall be submitted to the exclusive jurisdiction of Courts of Mumbai. However, nothing in this Agreement shall be deemed to limit or prohibit the Trustees / Trust from initiating criminal/civil proceedings at any place within and outside India, in respect of any act or omission on your part which constitutes a criminal offence under applicable law.

25. Binding Terms

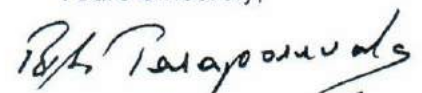
The terms of this Grant Letter shall be binding on the grantee and all his/its successors in interest, heirs, executors and administrators. The term "Trust" as used in this letter shall, unless repugnant to the context, be deemed to include its successors in interest and assigns.

If you are in agreement with the terms and conditions of the grant letter, please indicate Bharat Ratna Dr B R Ambedkar University, New Delhi agreement to the same, by having the enclosed copy of this letter along with the Annexures (Only where counter signature is required as mentioned below) countersigned by an authorised officer, and returned to the Trustees of the Tata Education and Development trust. The instalment of this grant shall be disbursed on receipt of the countersigned copy of this grant letter.

It is also understood that by countersigning the copy of this grant letter, Bharat Ratna Dr B R Ambedkar University, New Delhi confirms that there has been no change in its status as a non-profit body registered with any competent authority such as the Charity Commissioner/ Registrar of Societies/ Registrar of Companies (u/s 8 only)/ Income Tax Act having adjudication over charitable organisations.

On behalf of the Trust, we extend our best wishes to you in your future endeavours.

Yours Sincerely,



B. S. Taraporevala
Secretary & Chief Financial Officer



Tata Education and Development Trust

c/o. Sir Ratan Tata Trust, Bombay House, Homi Mody Street, Fort, Mumbai-400001.

Tel. : 6665 8282 Fax : 022-6665 8013

ACCEPTED & AGREED

For 'Name of the grantee organisation and stamp': CENTRE FOR DEVELOPMENT PRACTICE,
AMBEDKAR UNIVERSITY DELHI

By 'Authorised Signatory' : ANUP DHAR, DIRECTOR, CENTRE FOR
DEVELOPMENT PRACTICE (CDP)

Name and Designation : ANUP DHAR, DIRECTOR, CDP

Date : 02.02.2018
Director
Center for Development Practice
Ambedkar University, Delhi
Lothian Road, Kashmere Gate, Delhi-110006
Website: cdp.res.in

PAN Number : AAAGB0017R

Cheque to be drawn in favour of: (Savings Account) AMBEDKAR UNIVERSITY JTT

Project Bank Account no. : 90322010087027

Bank Name : Syndicate Bank

Branch Name : Kashmere Gate, Delhi - 110006

IFSC Code : SYNBO009032

Bank Address : Kashmere Gate, Delhi - 110006

Note: Along with the abovementioned details we request you to please provide us with:

- Copy of a cancelled Cheque
- Copy of the passbook or bank statement (whichever is available) issued for the separate bank account open for Trust funds.
- Copy of the PAN Card

Annexures:

- Annexure 1 – Project Budget Sheet (Counter Signature Required*)
- Annexure 2a – Quarterly Progress Report (For periodic report submission**)
- Annexure 2b- Utilisation Certificate (UC) (For periodic report submission**)
- Annexure 3- Annual Progress Report (For periodic report submission**)
- Annexure 4 – Approved AWP template (For periodic report submission**)
- Annexure 5- MEL KPI Sheet (For periodic report submission**)
- Annexure 6– Guideline for Budget template (For Information***)
- Annexure 7 – Guideline for Utilisation Certificate (UC) (For Information ***)
- Annexure 8 – Guideline for Annual Work Plan (For Information***)

Note:

*Annexures where counter signature required will be sent first through email and the countersigned originals need to be obtained subsequently along with the main Grant Letter

**Annexures will be sent through email and the same must be used for reporting as per the applicable clauses in Grant Letter

***Annexures which are 'For Information' to the Grantees can be shared in soft copies and no counter signature are required or awaited

B.M.

Name of the Organisation: BHARAT RATNA Dr. B.R. AMBEDKAR UNIVERSITY, Delhi									
BUDGET YEAR 1									
Period interval in months	12 Months		Trust						
Sr No	Budget Head	Unit	Time	Unit cost Rs	Total Rs	Local Cont Rs	Other Donor Rs	Bank Contributio	Grand Total Rs
1	PERSONNEL								
1.1	Program								
1.1.1	Associate profs	1.50	12.00	-	-	32,40,000	-	-	32,40,000
1.1.2	Asst profs	1.00	12.00	63,000.00	7,56,000	15,12,000	-	-	22,68,000
1.1.3	Senior fellow	1.00	12.00	1,01,864.00	12,22,368	-	5,23,872	-	17,46,240
1.1.4	Fellow	1.00	12.00	1,05,000.00	12,60,000	-	-	-	12,60,000
1.1.5	Project manager	1.00	8.00	50,000.00	4,00,000	-	-	-	4,00,000
1.1.6	Project assistant	1.00	10.00	35,000.00	3,50,000	-	-	-	3,50,000
	Sub Total Salary Prq.				39,88,368	47,52,000	5,23,872	-	92,64,240
1.2	Admin								
1.2.1	Manager Finance and accounts				-	4,50,000	-	-	4,50,000
1.2.2	Asst Finance and accounts				-	-	3,00,000	-	3,00,000
	Sub Total Salary Adm.				-	4,50,000	3,00,000	-	7,50,000
	Total Salary				39,88,368	52,02,000	8,23,872	-	100,14,240
2	CAPITAL COST								
2.1	Furniture fixtures				-	-	-	-	-
	Total Capital Cost				-	-	-	-	-
3	PROGRAM COST								
3.1.	Induction								
3.1.1	Selection				-	25,000	-	-	25,000
3.1.2	Students stipend	32.00	6.67	15,000	32,01,600	32,40,000	3,58,350	-	67,99,950
3.1.3	Centralised field courses	1.00	6.00	28,284	1,69,701	2,15,201	17,216	-	4,02,118
3.1.4	Action reserch academic supervision				-	24,00,072	-	-	24,00,072
3.1.5	Action research field supervision				-	-	16,00,000	-	16,00,000
3.2	Capacity building of field faculty and devt								
3.2.1	Summer winter courses and PG diploma				-	2,25,000	16,40,000	-	18,65,000
3.2.2	Curriculum devt workshops				-	-	-	-	-
3.3	Soc entrep and action research								
3.3.1	Soc entrep and action research	1.00	12.00	32,200	3,86,400	-	5,58,600	-	9,45,000
3.3.2	Mentoring				-	4,32,000	-	-	4,32,000
3.4	Outreach and networking								
3.4.1	Developing material	3.00	1.00	9,200	27,600	17,400	-	-	45,000
3.4.2	Reach out to good student pool	4.00	1.00	18,400	73,600	6,400	-	-	80,000
3.4.3	Networking with NGO and univ partners				-	1,37,000	-	-	1,37,000
3.5	Research projects								
3.5.1	Transdisciplinary research				-	-	9,45,000	-	9,45,000
3.5.2	Virtual hub for rural transformation	1.00	1.00	1,18,604	1,18,604	-	-	-	1,18,604
3.6	Publication and knowledge material								
3.6.1	AR dissertations				-	-	-	-	-
3.6.2	Monographs and occasional papers				-	60,000	-	-	60,000
3.6.3	Thematic material and anthologies				-	75,000	-	-	75,000
3.6.4	Coursepacks				-	-	-	-	-
3.6.5	Annual conference				-	3,22,000	-	-	3,22,000
	Total Program Cost				39,77,505	71,55,073	51,19,166	-	162,51,744
4	OVERHEAD COST								
4.1	Recruitment	4.00	1.00	4,000	16,000	-	-	-	16,000
4.2	Audit				-	40,000	-	-	40,000
4.3	Rent				-	9,60,000	-	-	9,60,000
4.4	Electricity				-	1,80,000	-	-	1,80,000
4.5	Office admin expenses	1.00	12.00	2,500	30,000	60,000	30,000	-	1,20,000
4.6	IT support expenses				-	2,16,000	-	-	2,16,000
4.7	M and E	1.00	1.00	80,000	80,000	1,08,000	-	-	1,88,000
4.8	Field immersion travel	20.00	1.00	7,800	1,56,000	-	14,080	-	1,70,080
	Total Overhead				2,82,000	15,64,000.00	44,080.00	-	18,90,080
	Grand Total				82,47,873	139,21,073	59,87,118	-	281,56,064

4

B.R.

Signature

Name of the Organisation: BHARAT RATNA Dr. B.R. AMBEDKAR UNIVERSITY, Delhi

BUDGET YEAR 2

Period interval in months		Trust							
12 Months									
Sr No	Budget Head	Unit	Time	Unit cost Rs	Total Rs	Local Cont Rs	Other Donor Rs	Bank Contribution	Grand Total Rs
1	PERSONNEL								
1.1	Program								
1.1.1	Associate profs					35,64,000	-	-	35,64,000
1.1.2	Asst profs	1.00	12.00	65,000.00	7,80,000	15,60,000	-	-	23,40,000
1.1.3	Senior fellow	1.00	12.00	1,12,050.40	13,44,605	-	5,76,259	-	19,20,864
1.1.4	Fellow	1.00	12.00	1,15,500.00	13,86,000	-	-	-	13,86,000
1.1.5	Project manager	1.00	12.00	55,000.00	6,60,000	-	-	-	6,60,000
1.1.6	Project assistant						4,62,000	-	4,62,000
	Sub Total Salary Prg.				41,70,605	51,24,000	10,38,259	-	103,32,864
1.2	Admin								
1.2.1	Manager Finance and accounts					5,94,000	-	-	5,94,000
1.2.2	Asst Finance and accounts					-	3,30,000	-	3,30,000
	Sub Total Salary Adm.					5,94,000	3,30,000	-	9,24,000
	Total Salary					41,70,605	57,18,000	13,68,259	112,56,864
2	CAPITAL COST								
2.1	Furniture fixtures					1,50,000	-	-	1,50,000
	Total Capital Cost					1,50,000	-	-	1,50,000
3	PROGRAM COST								
3.1	Induction								
3.1.1	Selection					25,000	-	-	25,000
3.1.2	Students stipend	38.00	2.28	15,000	12,89,200	26,40,000	22,17,900	-	61,46,100
3.1.3	Centralised field courses	7.00	7.00	14,142	6,92,958	2,15,201	8,17,260	-	15,25,419
3.1.4	Action research academic supervision					66,00,000	-	-	66,00,000
3.1.5	Action research field supervision					-	10,40,000	-	10,40,000
3.2	Capacity building of field faculty and devt.								
3.2.1	Summer winter courses and PG diploma	20.00	5.00	13,248	13,24,800	2,25,000	3,15,200	-	18,65,000
3.2.2	Curriculum devt workshops	1.00	1.00	1,38,000	1,38,000	-	-	-	1,38,000
3.3	Soc entrep and action research								
3.3.1	Soc entrep and action research	1.00	12.00	32,200	3,86,400	-	21,33,600	-	25,20,000
3.3.2	Mentoring					-	11,52,000	-	11,52,000
3.4	Outreach and networking								
3.4.1	Developing material	3.00	1.00	9,200	27,600	-	-	-	27,600
3.4.2	Reach out to good student pool	1.00	4.00	18,000	72,000	-	-	-	72,000
3.4.3	Networking with NGO and univ partners	1.00	1.00	1,28,800	1,28,800	-	-	-	1,28,800
3.5	Research projects								
3.5.1	Transdisciplinary research					-	25,20,000	-	25,20,000
3.5.2	Virtual hub for rural transformation					-	-	-	-
3.6	Publication and knowledge material								
3.6.1	AR dissertations					20,000	-	-	20,000
3.6.2	Monographs and occasional papers					80,000	-	-	80,000
3.6.3	Thematic material and anthologies					75,000	-	-	75,000
3.6.4	Coursepacks					-	-	-	-
3.6.5	Annual conference					3,30,000	3,65,200	-	6,95,200
	Total Program Cost				40,58,758	101,90,201	103,61,160	-	246,10,119
4	OVERHEAD COST								
4.1	Recruitment					-	-	-	-
4.2	Audit					40,000	-	-	40,000
4.3	Rent					10,56,000	-	-	10,56,000
4.4	Electricity					1,98,000	-	-	1,98,000
4.5	Office admin expenses	1.00	12.00	2,500	30,000	-	-	-	30,000
4.6	IT support expenses					2,37,600	-	-	2,37,600
4.7	M and E	1.00	1.00	80,000	80,000	-	-	-	80,000
4.8	Field immersion travel	20.00	3.00	7,600	4,68,000	-	-	-	4,68,000
	Total Overhead				5,78,000	15,31,600	-	-	21,09,600
	Grand Total				88,07,363	175,89,801	117,29,419	-	381,26,583

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B.R.

S. P. Shas

Name of the Organisation: **BHARAT RATNA Dr. B.R. AMBEDKAR UNIVERSITY , Delhi**
BUDGET YEAR 3

Period interval in months		Trust							
12 Months									
Sr No	Budget Head	Unit	Time	Unit cost Rs	Total Rs	Local Cont Rs	Other Donor Rs	Bank Contribution	Grand Total Rs
1	PERSONNEL								
1.1	Program								
1.1.1	Associate profs					21,60,000	-	-	21,60,000
1.1.2	Asst profs	1.00	12.00	50,050.00	6,00,600	19,73,400	-	-	25,74,000
1.1.3	Senior fellow	1.00	12.00	1,23,255.44	14,79,065	-	-	-	14,79,065
1.1.4	Fellow	1.00	12.00	1,27,050.00	15,24,600	-	-	-	15,24,600
1.1.5	Project manager	1.00	12.00	30,250.00	3,63,000	-	-	-	3,63,000
1.1.6	Project assistant						5,08,200	-	5,08,200
	Sub Total Salary Prg.				39,67,265	41,33,400	5,08,200		86,08,865
1.2	Admin								
1.2.1	Manager Finance and accounts					6,53,400	-	-	6,53,400
1.2.2	Asst Finance and accounts						3,63,000	-	3,63,000
	Sub Total Salary Adm.					6,53,400	3,63,000		10,16,400
	Total Salary				39,67,265	47,86,800	8,71,200		96,25,265
2	CAPITAL COST								
2.1	Furniture fixtures								
	Total Capital Cost								
3	PROGRAM COST								
3.1	Induction								
3.1.1	Selection					30,000	-	-	30,000
3.1.2	Students stipend	38.00	3.16	15,000	18,01,200	26,40,000	17,98,800	-	62,40,000
3.1.3	Centralised field courses	7.00	7.00	10,267	5,03,088	2,36,719	11,53,960	-	18,93,767
3.1.4	Action reserch academic supervision					72,60,000	-	-	72,60,000
3.1.5	Action research field supervision						10,84,000	-	10,84,000
3.2	Capacity building of field faculty and devt								
3.2.1	Summer winter courses and PG diploma						18,04,000	-	18,04,000
3.2.2	Curriculum devt workshops					1,75,000	-	-	1,75,000
3.3	Soc entrep and action research								
3.3.1	Soc entrep and action research	1.00	12.00	32,200	3,86,400	-	37,17,600	-	41,04,000
3.3.2	Mentoring						21,60,000	-	21,60,000
3.4	Outreach and networking								
3.4.1	Developing material	3.00	1.00	10,000	30,000	30,000	-	-	60,000
3.4.2	Reach out to good student pool					1,00,000	-	-	1,00,000
3.4.3	Networking with NGO and univ partners						1,40,000	-	1,40,000
3.5	Research projects								
3.5.1	Transdisciplinary research						27,36,000	-	27,36,000
3.5.2	Virtual hub for rural transformation								
3.6	Publication and knowledge material								
3.6.1	AR dissertations					20,000	-	-	20,000
3.6.2	Monographs and occasional papers					64,000	-	-	64,000
3.6.3	Thematic material and anthologies					75,000	-	-	75,000
3.6.4	Coursepacks								
3.6.5	Annual conference					3,30,000	3,65,000	-	6,95,000
	Total Program Cost				27,20,688	109,60,719	149,59,360		286,40,767
4	OVERHEAD COST								
4.1	Recruitment								
4.2	Audit					44,000	-	-	44,000
4.3	Rent						11,61,600	-	11,61,600
4.4	Electricity						2,17,800	-	2,17,800
4.5	Office admin expenses	1.00	12.00	2,500	30,000	60,000	-	-	90,000
4.6	IT support expenses						2,61,360	-	2,61,360
4.7	M and E	1.00	1.00	80,000	80,000	1,08,000	-	-	1,88,000
4.8	Field immersion travel	20.00	3.00	6,776	4,06,560		1,74,240	-	5,80,800
	Total Overhead				5,16,560	18,52,760	1,74,240.00		25,43,560
	Grand Total				72,04,513	176,00,279	160,04,800		408,09,592

Handwritten initials/signature

Handwritten signature

Period interval in months		Trust							
12 Months									
Sr No	Budget Head	Unit	Time	Unit cost Rs	Total Rs	Local Cont Rs	Other Donor Rs	Bank Contributio	Grand Total Rs
1	PERSONNEL								
1.1	Program								
1.1.1	Associate profs				-	21,60,000	-	-	21,60,000
1.1.2	Asst profs	1.00	12.00	39,325.00	4,71,900	23,59,500	-	-	28,31,400
1.1.3	Senior fellow	1.00	12.00	96,844.15	11,62,130	-	11,62,116	-	23,24,245
1.1.4	Fellow	1.00	12.00	69,877.50	8,38,530	-	8,38,530	-	16,77,060
1.1.5	Project manager	1.00	12.00	33,275.00	3,99,300	-	3,99,300	-	7,98,600
1.1.6	Project assistant				-	-	5,59,020	-	5,59,020
	Sub Total Salary Prg.				28,71,860	45,19,500	29,58,966	-	103,50,325
1.2	Admin								
1.2.1	Manager Finance and accounts				-	7,18,740	-	-	7,18,740
1.2.2	Asst Finance and accounts	1.00	12.00	33,275.00	3,99,300	-	-	-	3,99,300
	Sub Total Salary Adm.				3,99,300	7,18,740	-	-	11,18,040
	Total Salary				32,71,160	52,38,240	29,58,966	-	114,68,365
2	CAPITAL COST								
2.1	Furniture fixtures				-	-	-	-	-
	Total Capital Cost				-	-	-	-	-
3	PROGRAM COST								
3.1.	Induction								
3.1.1	Selection				-	25,000	-	-	25,000
3.1.2	Students stipend	38.00	0.75	15,000	4,27,500	26,40,000	31,62,838	-	62,30,338
3.1.3	Centralised field courses				-	2,36,719	16,57,033	-	18,93,752
3.1.4	Action reserch academic supervision				-	79,86,000	-	-	79,86,000
3.1.5	Action research field supervision				-	-	18,78,600	-	18,78,600
3.2	Capacity building of field facty and devt								
3.2.1	Summer winter courses and PG diploma				-	-	3,60,800	-	3,60,800
3.2.2	Curriculum devt workshops				-	-	-	-	-
3.3	Soc entrep and action research								
3.3.1	Soc entrep and action research				-	-	13,68,000	-	13,68,000
3.3.2	Mentoring				-	-	21,60,000	-	21,60,000
3.4	Outreach and networking								
3.4.1	Developing material				-	60,000	30,000	-	90,000
3.4.2	Reach out to good student pool				-	1,00,000	-	-	1,00,000
3.4.3	Networking with NGO and univ partners				-	70,000	70,000	-	1,40,000
3.5	Research projects								
3.5.1	Transdisciplinary research				-	-	27,36,000	-	27,36,000
3.5.2	Virtual hub for rural transformation				-	-	-	-	-
3.6	Publication and knowledge material								
3.6.1	AR dissertations				-	20,000	-	-	20,000
3.6.2	Monographs and occasional papers				-	64,000	-	-	64,000
3.6.3	Thematic material and anthologies				-	75,000	-	-	75,000
3.6.4	Coursepacks				-	50,000	25,000	-	75,000
3.6.5	Annual conference				-	3,30,000	3,80,000	-	7,10,000
	Total Program Cost				4,27,500	116,56,719	138,28,271	-	259,12,490
4	OVERHEAD COST								
4.1	Recruitment				-	-	-	-	-
4.2	Audit				-	44,000	-	-	44,000
4.3	Rent				-	12,77,780	-	-	12,77,780
4.4	Electricity				-	2,39,580	-	-	2,39,580
4.5	Office admin expenses	1.00	12.00	3,000	36,000	1,00,000	80,000	-	2,16,000
4.6	IT support expenses				-	2,87,496	-	-	2,87,496
4.7	M and E				-	2,00,000	-	-	2,00,000
4.8	Field immersion travel				-	3,30,800	3,08,080	-	6,38,880
	Total Overhead				36,000	24,79,636	3,88,080.00	-	29,03,716
	Grand Total				37,34,660	193,74,595	171,75,317	-	402,84,571

g
B.R.

Singh

Name of the Organisation: BHARAT RATNA Dr. B.R. AMBEDKAR UNIVERSITY , Delhi

BUDGET YEAR 5

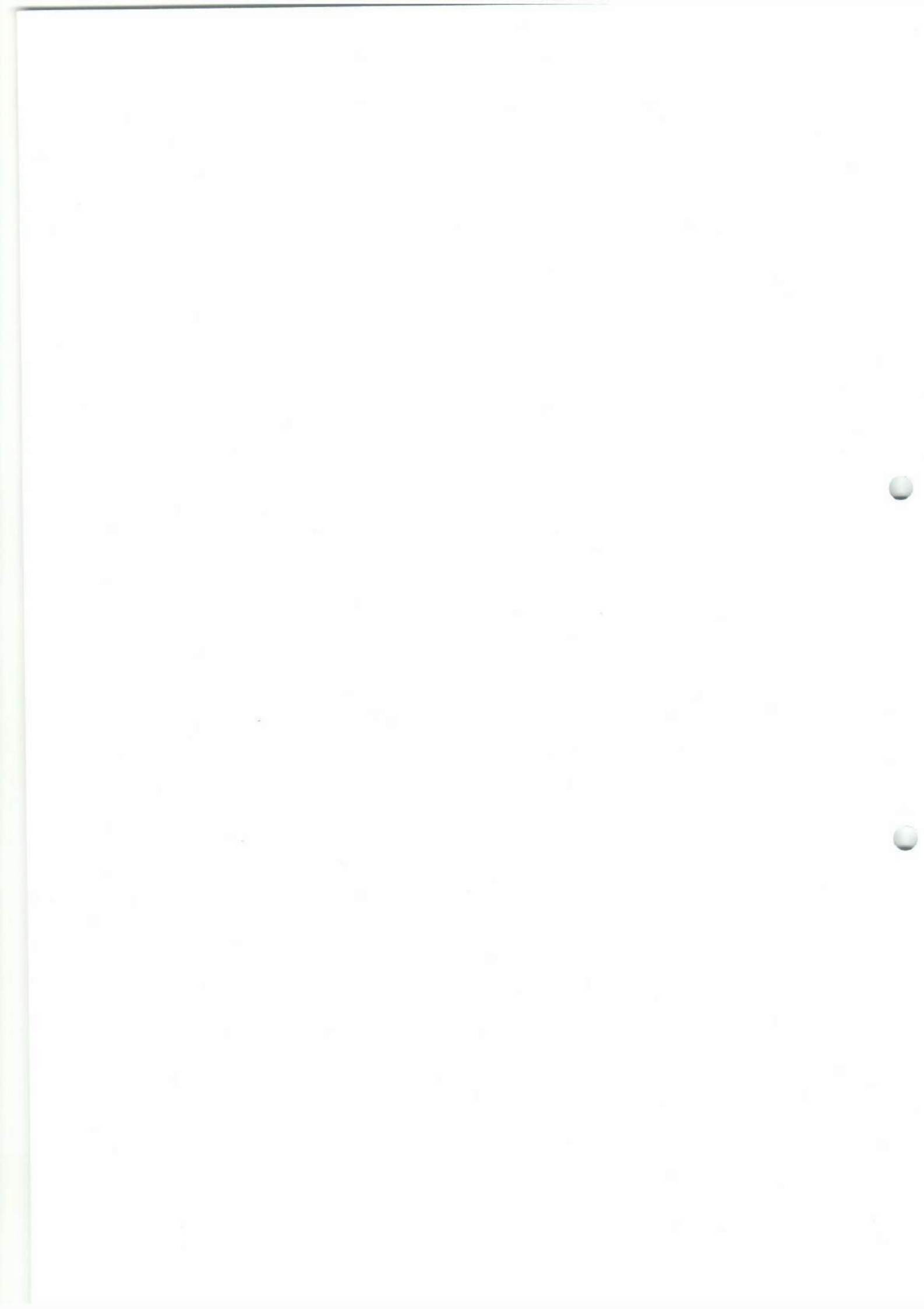
Period Interval in months		Trust							
12 Months									
Sr No	Budget Head	Unit	Time	Unit cost Rs	Total Rs	Local Cont Rs	Other Donor Rs	Bank Contributio	Grand Total Rs
1	PERSONNEL								
1.1	Program								
1.1.1	Associate profs				-	27,00,000	-	-	27,00,000
1.1.2	Asst profs	1.00	12.00	27,500.00	3,30,000	19,80,000	16,50,000	-	39,60,000
1.1.3	Senior fellow	1.00	12.00	53,264.00	6,39,168	-	19,17,502	-	25,56,670
1.1.4	Fellow	1.00	12.00	38,432.75	4,61,193	-	13,83,573	-	18,44,766
1.1.5	Project manager				-	-	8,78,460	-	8,78,460
1.1.6	Project assistant				-	-	6,14,922	-	6,14,922
	Sub Total Salary Prg.				14,30,361	46,80,000	64,44,457	-	125,54,818
1.2	Admin								
1.2.1	Manager Finance and accounts				-	7,90,614	-	-	7,90,614
1.2.2	Asst Finance and accounts	1.00	12.00	36,602.50	4,39,230	-	-	-	4,39,230
	Sub Total Salary Adm.				4,39,230	7,90,614	-	-	12,29,844
	Total Salary				18,69,591	54,70,614	64,44,457	-	137,84,662
2	CAPITAL COST								
2.1	Furniture fixtures				-	-	-	-	-
	Total Capital Cost				-	-	-	-	-
3	PROGRAM COST								
3.1	Induction								
3.1.1	Selection				-	25,000	-	-	25,000
3.1.2	Students stipend				-	24,00,000	36,00,000	-	60,00,000
3.1.3	Centralised field courses				-	2,36,719	16,57,033	-	18,93,752
3.1.4	Action reserch academic supervision				-	87,84,600	-	-	87,84,600
3.1.5	Action research field supervision				-	-	15,99,000	-	15,99,000
3.2	Capacity building of field faculty and devt								
3.2.1	Summer winter courses and PG diploma				-	-	3,96,880	-	3,96,880
3.2.2	Curriculum devt workshops				-	1,75,000	-	-	1,75,000
3.3	Soc entrep and action research								
3.3.1	Soc entrep and action research				-	-	13,68,000	-	13,68,000
3.3.2	Mentoring				-	-	21,60,000	-	21,60,000
3.4	Outreach and networking								
3.4.1	Developing material				-	65,000	-	-	65,000
3.4.2	Reach out to good student pool				-	1,00,000	-	-	1,00,000
3.4.3	Networking with NGO and univ partners				-	-	-	-	-
3.5	Research projects								
3.5.1	Transdisciplinary research				-	13,68,000	13,68,000	-	27,36,000
3.5.2	Virtual hub for rural transformation				-	-	-	-	-
3.6	Publication and knowledge material								
3.6.1	AR dissertations				-	24,000	-	-	24,000
3.6.2	Monographs and occasional papers				-	64,000	-	-	64,000
3.6.3	Thematic material and anthologies				-	75,000	-	-	75,000
3.6.4	Coursepacks				-	75,000	-	-	75,000
3.6.5	Annual conference				-	3,50,000	4,00,000	-	7,50,000
	Total Program Cost				-	137,42,319	125,48,913	-	262,91,232
4	OVERHEAD COST								
4.1	Recruitment				-	-	-	-	-
4.2	Audit				-	50,000	-	-	50,000
4.3	Rent				-	14,05,536	-	-	14,05,536
4.4	Electricity				-	2,63,538	-	-	2,63,538
4.5	Office admin expenses	1.00	12.00	3,000	36,000	2,04,000	-	-	2,40,000
4.6	IT support expenses				-	3,16,246	-	-	3,16,246
4.7	M and E				-	2,00,000	-	-	2,00,000
4.8	Field immersion travel				-	2,34,256	4,68,512	-	7,02,768
	Total Overhead				36,000	26,73,576	4,68,512.00	-	31,78,088
	Grand Total				19,05,591	218,86,509	194,61,882	-	432,53,982

TOTAL BUDGET

Sr No	Budget Head	Trust						Local Cont Rs	Other Donor Rs	Bank Contribution	Grand Total Rs
		Year 1 Rs	Year 2 Rs	Year 3 Rs	Year 4 Rs	Year 5 Rs	Total Rs				
1	PERSONNEL										
1.1	Program										
1.1.1	Associate profs	-	-	-	-	-	-	-	-	-	-
1.1.2	Asst profs	-	-	-	-	-	-	-	-	-	-
1.1.3	Senior fellow	7,56,000	7,80,000	6,00,600	4,71,900	3,30,000	29,38,500	138,24,000	-	-	138,24,000
1.1.4	Fellow	12,22,368	13,44,605	14,79,065	11,62,130	6,39,168	58,47,336	93,84,900	16,50,000	-	139,73,400
1.1.5	Project manager	12,60,000	13,86,000	15,24,800	8,38,530	4,61,193	54,70,323	-	41,79,749	-	100,27,085
1.1.6	Project assistant	4,00,000	6,60,000	3,63,000	3,99,300	-	18,22,300	-	22,22,103	-	76,92,426
	Sub Total Salary Prg.	39,88,368	41,70,605	39,67,265	28,71,860	14,30,361	184,28,459	232,08,900	114,73,754	-	511,11,113
1.2	Admin										
1.2.1	Manager Finance and accounts	-	-	-	-	-	-	-	-	-	-
1.2.2	Asst Finance and accounts	-	-	-	3,99,300	4,39,230	6,38,530	32,06,754	-	-	32,06,754
	Sub Total Salary Adm.	-	-	-	3,99,300	4,39,230	6,38,530	32,06,754	9,93,000	-	60,38,284
	Total Salary	39,88,368	41,70,605	39,67,265	32,71,160	18,69,591	172,66,989	264,15,654	124,66,754	-	661,49,397
2	CAPITAL COST										
2.1	Furniture fixtures	-	-	-	-	-	-	-	-	-	-
	Total Capital Cost	-	-	-	-	-	-	1,50,000	-	-	1,50,000
3	PROGRAM COST										
3.1	Induction										
3.1.1	Selection	-	-	-	-	-	-	-	-	-	-
3.1.2	Students stipend	-	-	-	-	-	-	1,30,000	-	-	1,30,000
3.1.3	Centralised field courses	32,01,600	12,68,200	18,01,200	4,27,500	-	67,18,500	135,60,000	111,37,888	-	314,15,388
3.1.4	Action research academic supervision	1,89,701	6,92,958	5,03,088	-	-	13,65,747	11,40,559	51,02,502	-	76,08,808
3.1.5	Action research field supervision	-	-	-	-	-	-	330,30,672	-	-	330,30,672
3.2	Capacity building of field faculty and devt orgns										
3.2.1	Summer winter courses and PG diploma	-	-	-	-	-	-	-	72,01,600	-	72,01,600
3.2.2	Curriculum devt workshops	-	13,24,800	-	-	-	13,24,800	4,50,000	45,16,880	-	62,91,680
3.3	Soc entrep and action research										
3.3.1	Soc entrep and action research	-	-	-	-	-	1,38,000	3,50,000	-	-	4,88,000
3.3.2	Mentoring	3,86,400	3,86,400	3,86,400	-	-	11,59,200	-	91,45,800	-	103,05,000
3.4	Outreach and networking										
3.4.1	Developing material	-	-	-	-	-	-	4,32,000	76,32,000	-	80,64,000
3.4.2	Reach out to good student pool	27,600	27,800	30,000	-	-	85,200	1,72,400	-	-	2,78,000
3.4.3	Networking with NGO and univ partners	73,600	72,000	-	-	-	1,45,600	3,06,400	30,000	-	2,87,600
3.5	Research projects										
3.5.1	Transdisciplinary research	-	-	-	-	-	-	-	-	-	-
3.5.2	Virtual hub for rural transformation	-	-	-	-	-	1,28,800	2,07,000	2,10,000	-	5,45,800
3.6	Publication and knowledge material generation	1,18,604	-	-	-	-	1,18,604	13,68,000	103,05,000	-	116,73,000
3.6.1	AR dissertations	-	-	-	-	-	-	-	-	-	-
3.6.2	Monographs and occasional papers	-	-	-	-	-	-	84,000	-	-	84,000
3.6.3	Thematic material and anthologies	-	-	-	-	-	-	3,12,000	-	-	3,12,000
3.6.4	Coursepacks	-	-	-	-	-	-	3,75,000	-	-	3,75,000
3.6.5	Annual conference	-	-	-	-	-	-	1,25,000	25,000	-	1,50,000
	Total Program Cost	39,77,505	40,58,758	27,20,688	4,27,500	-	111,84,451	537,06,031	568,16,870	-	1217,06,352
4	OVERHEAD COST										
4.1	Recruitment	16,000	-	-	-	-	16,000	-	-	-	16,000
4.2	Audit	-	-	-	-	-	-	2,18,000	-	-	2,18,000
4.3	Rent	-	-	-	-	-	-	58,60,896	-	-	58,60,896
4.4	Electricity	-	-	-	-	-	-	10,98,918	-	-	10,98,918
4.5	Office admin expenses	-	-	-	-	-	-	4,24,000	-	-	4,24,000
4.6	IT support expenses	30,000	30,000	30,000	36,000	36,000	1,62,000	-	1,10,000	-	6,96,000
4.7	M and E	80,000	80,000	80,000	-	-	-	13,18,702	-	-	13,18,702
4.8	Field immersion travel	1,58,000	4,68,000	4,08,560	-	-	2,40,000	6,16,000	-	-	8,56,000
	Total Overhead	2,82,000	6,78,000	5,16,560	36,000	36,000	14,48,560	101,01,672	10,74,912	-	126,25,044
	Grand Total	82,47,873	88,07,363	72,04,513	37,34,660	19,05,591	299,00,000	803,72,267	703,68,536	-	1906,30,792

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Handwritten signature/initials.



Tata Education and Development Trust

c/o. Sir Ratan Tata Trust, Bombay House, Homi Mody Street, Fort, Mumbai-400001.
Tel. : 6665 8282 Fax : 022-6665 8013

Grant ID*: TEDT/MUM/CSS/BRDBRAU/2017-2018/0039/ZA/ck

Date: February 1, 2018

* To be referenced in all communications/reports to the Trust

Prof Anup Dhar,
Director
Centre for Development Practice,
Ambedkar University Delhi,
Kashmere Gate Campus,
Delhi -110006
Email id: anup@aud.ac.in
Mob No: 9818883657

COPY

Subject: Sanction for an amount of Rs. 299.00 lakhs over five years to Bharat Ratna Dr B R Ambedkar University, New Delhi for the project "Institutionalising the Centre for Development Practice (CDP)".

Dear Prof. Dhar,

We are pleased to inform you that the Trustees of the Tata Education and Development trust (the Trust) have approved a grant of Rs. 299.00 Lakhs (Rupees Two Hundred Ninety Nine Lakhs Only) to Bharat Ratna Dr B R Ambedkar University, New Delhi for the project titled "Institutionalising the Centre for Development Practice (CDP)" for a period of five years. This grant is being made in response to your letter sent with the proposal and related correspondence on the matter.

The grant is made subject to the following **Particular Conditions of Contract (PCC) and General Conditions of Contract (GCC)**.

Particular Conditions of Contract (PCC)

1. Amount of Grant

Rs. 299.00 Lakhs (Rupees Two Hundred Ninety Nine Lakhs Only)

2. Term

Five years; commencing from February 1, 2018 to January 31, 2023.

3. Purpose

This grant is to be specifically used for the purposes set out in Annexure 1, hereto. Any variations made, without prior written approval of the Trust will be considered a ground for termination of the grant.

AKI

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Tata Education and Development Trust

c/o. Sir Ratan Tata Trust, Bombay House, Homi Mody Street, Fort, Mumbai-400001.
Tel. : 6665 8282 Fax : 022-6665 8013

ACCEPTED & AGREED

For 'Name of the grantee organisation and stamp':

Ambedkar University Delhi
Akabara

By 'Authorised Signatory'

: Prof. Asmita Kabra

Name and Designation

: Registrar



कुलसचिव / Registrar
अम्बेडकर विश्वविद्यालय दिल्ली
Ambedkar University Delhi
लाधियान रोड, कश्मीर गेट, दिल्ली-110006
Lothian Road, Kashmir Gate, Delhi-110006
क्यासाइट/website : www.aud.ac.in

Date

PAN Number

: AAAG1B0017R

Cheque to be drawn in favour of: (Savings Account)

Project Bank Account no. :

90322010087027

Bank Name :

Syndicate Bank, Kashmir Gate, Delhi

Branch Name :

Kashmere Gate, Delhi

IFSC Code :

SYNB0009032

Bank Address

Kashmere Gate, Delhi

Note: Along with the abovementioned details we request you to please provide us with:

- Copy of a cancelled Cheque
- Copy of the passbook or bank statement (whichever is available) issued for the separate bank account open for Trust funds.
- Copy of the PAN Card

Annexures:

Annexure 1 – Project Budget Sheet (Counter Signature Required*)

Annexure 2a – Quarterly Progress Report (For periodic report submission**)

Annexure 2b- Utilisation Certificate (UC) (For periodic report submission**)

Annexure 3- Annual Progress Report (For periodic report submission**)

Annexure 4 – Approved AWP template (For periodic report submission**)

Annexure 5- MEL KPI Sheet (For periodic report submission**)

Annexure 6– Guideline for Budget template (For Information***)

Annexure 7 – Guideline for Utilisation Certificate (UC) (For Information ***)

Annexure 8 – Guideline for Annual Work Plan (For Information***)

Note:

*Annexures where counter signature required will be sent first through email and the countersigned originals need to be obtained subsequently along with the main Grant Letter

**Annexures will be sent through email and the same must be used for reporting as per the applicable clauses in Grant Letter

***Annexures which are 'For Information' to the Grantees can be shared in soft copies and no counter signature are required or awaited

B.K.



Bharat Ratna Dr B R
Ambedkar University, Delhi



भारत रत्न डॉ. बी. आर.
अम्बेडकर विश्वविद्यालय, दिल्ली

CENTRE FOR EARLY CHILDHOOD EDUCATION AND DEVELOPMENT (CECED)

PROF. VRINDA DATTA
DIRECTOR

F.No. AUD/CECED/14-103/2018-19/UNICEF(SGDS)/789

Date: 13th December 2018

To,

Ms. Mita Gupta
Education Specialist, UNICEF
73, Lodhi Road,
New Delhi - 110003

Sub: Request for No Cost Extension (NCE) under the project titled "Strengthening quality in early childhood care and education (ECCE): in support of achieving sustainable development goals from 1st Jan-28th Feb 2019

Dear Mita,

I am writing to you with reference to the project titled, "Strengthening quality in early childhood care and education (ECCE): in support of achieving sustainable development goals" supported by UNICEF and being implemented by CECED, AUD. In the year 2018, final submission of SAT report, FCR reports, Policy briefs and Trainer's package was planned. However, due to the delay in the release of first quarter of funds and sudden field level changes, few of the activities got delayed. The pending work for which NCE is requested is as follows:

1. Report of Assam under FCR component
- 2 Gujarat visit and report under FCR component
3. Desk Review of Curriculum of West Bengal under FCR.
4. Designing of Trainer's Package and submission of final designed document.
5. Video documentation & editing of existing videos under Trainer's Package.
6. Final report of SAT

The above mentioned activities planned for 2018 will be completed in 2019 from Jan to Feb. There will be a balance of Rs. 31,60,661 approximately from the 2018 sanctioned budget which is proposed to be utilized in NCE budget.

To complete the pending activities of 2018, No Cost Extension (NCE) from January 1 to February 28, 2019 is requested. The balance amount will be utilized within this period under the budget head 1 Staff Cost, 2 Consultants, 3 Project Activities and 4 for Printing, Stationery and Administrative support and Secretarial Assistance for completing the said activities.

Hence, it is requested that *No Cost Extension* may be approved for a period from 1st Jan to 28th February 2019 and utilisation of the balance funds for completing the pending activities. During the NCE there will be requirement of Rs. 22, 57,797 funds. The NCE budget from January 2019 to February 2019 is enclosed for your kind approval.

We look forward to your early approval for the said No-Cost Extension.

An early response would be appreciated to enable us to plan and execute the programme activities in a timely manner.

With regards,

A handwritten signature in black ink, appearing to read 'Vrinda Datta', is written over a rectangular grey stamp or watermark.

(Vrinda Datta)

Encl: As above

UNICEF-FINANCIAL PROPOSAL FOR STRENGTHENING QUALITY IN EARLY CHILDHOOD CARE AND EDUCATION (ECE): IN SUPPORT OF ACHIEVING SUSTAINABLE.

S.N	Components Particulars	Grand Total	A					B					C			D						E Remarks		
			CECED OVERALL (SPM-Payal, Finance-S.P.Mahla, SPA-Meenakshi, OA-Manish)(PAS-Rupjyoti, Meenu, SA-Mansi, Haritika)					Framework and ECE curriculum review					ECE Trainer's Package			SAT (SPA-Anecsh)								
			Unit	Rate	Mon ths	Jan	Feb	Total	Unit	Rate	Jan	Feb	Total	Jan	Feb	Total	Unit	Rate	Mon ths	Jan	Feb	Total		
1	Staff Cost																							
i)	Senior Programme Manager (SPM)	210000	1	100000	2	100000	110000	210000																
ii)	Consultant (P&A)	175692	1	87846	2	87846	87846	175692																
iii)	Sr. Project Associate (SPA) (Consultant)	255720	1	67860	2	67860	67860	135720									1	60000	2	60000	60000	120000	In Jan & Feb 2019, Meenakshi will be working as a consultant on SPA level	
iv)	Project Associate (PAS)	180000	2	45000	2	90000	90000	180000																
v)	Senior Project Assistant (SA)	120000	2	30000	2	60000	60000	120000																
	Office Assistant (OA)	40020	1	20010	2	20010	20010	40020																
	Total 1	981432				425716	435716	861432													60000	60000	120000	
2	Consultants	120000							1	2500	25000	0	25000								95000	0	95000	
	Total 2	120000									25000		25000								95000	0	95000	
3	Project Activities																							
i)	Field work in states	630000							2	80000	160000	0	160000	470000	0	470000								TP cost included the video shoot in UP and existing video editing
iv)	Resource Material	105000												0	105000	105000								TP cost includes the translation cost
v)	Consultation/Meetings	50000																			50000	0	50000	
	Total 3 (i to v)	785000									160000		160000	470000	105000	575000					50000	0	50000	
4	Others																							
i)	Printing, Stationery and Designing	142111				10000	0	10000						132111	0	132111								TP cost includes the payment for illustration, however the work will be completed in Dec. 2018 but the payment will be done in Jan.2019
ii)	Administrative & Secretarial Assistant cost	24000				12000	12000	24000																
	Total 4 (i to ii)	166111				22000	12000	34000	0	0	0	0	0	132111		132111								
5	Total 1 to 4	2052543				447716	447716	895432	0	0	185000	0	185000	602111	105000	707111					205000	60000	265000	
6	10% overhead charges	205254.3				44771.6	44771.6	89543.2	0	0	18500	0	18500	60211.1	10500	70711.1					20500	6000	26500	
7	Grand Total (5+6)	2257797.3				492488	492487.6	984975.2	0	0	203500	0	203500	662322	115500	777822					225500	66000	291500	

W. Datta

Director
Centre for Early Childhood Education & Development
Ambadkar University, Delhi
Lothian Road, Kashmir Gate, Delhi - 110 005
Website : www.aud.ac.in, www.ceced.net



Trustees:

- Asha V. Sheth
- Bharat K. Sheth
- Pradip P. Shah
- Noshir E. Pardiwala
- Fali P. Sarkari
- Ketaki V. Sheth
- Sunil S. Mehta

November 12, 2014

Mr. Surajit Sarkar
Coordinator
Centre for Community Knowledge
Ambedkar University, Delhi
Lothian Road, Kashmere Gate
DELHI 110006
INDIA

Dear Mr. Sarkar,

Greetings from the Vasant J. Sheth Memorial Foundation!

As requested by you, we are forwarding the first instalment of Rs.1,50,000/- favouring "Registrar, Ambedkar University Delhi", drawn on Standard Chartered Bank, cheque no.000433 dated November 10, 2014. The second and the final amount would be sent after receiving the summary of the work completed in March 2015.

We wish Dr. Lotika Varadarajan all success for her endeavours .

Yours sincerely,
For Vasant J. Sheth Memorial Foundation

Lalitha Murthi
Project Manager

Encl: cheque



- Trustees:
- Asha V. Sheth
 - Bharat K. Sheth
 - Pradip P. Shah
 - Noshir E. Pardiwala
 - Fali P. Sarkari
 - Ketaki V. Sheth
 - Sunil S. Mehta

June 26, 2015

Mr. Surajit Sarkar
 Coordinator
 Centre for Community Knowledge
 Ambedkar University, Delhi
 Lothian Road, Kashmere Gate
 DELHI 110006
 INDIA

Dear Mr. Sarkar,

Greetings from the Vasant J. Sheth Memorial Foundation!

We refer to your mail of June 12, 2015 and the accompanied work report of Dr. Lotika Varadarajan attached.

As requested by you, we are now forwarding the second and final instalment of Rs.1,50,000/- favouring "Registrar, Ambedkar University Delhi", vide cheque no.000086 dated June 22, 2015 drawn on Bank of India. Kindly update us on completion of the project.

Kindly send us the official receipt and accompanied documents.

Yours sincerely,
 For Vasant J. Sheth Memorial Foundation

Lalitha Murthi
 Project Manager

Encl: cheque



9th December 2015

CENTRE FOR DEVELOPMENT PRACTICE

Anup Dhar, on behalf of the Centre for Development Practice (CDP) at AUD had submitted a Project Proposal to Ford Foundation on Oct 16, 2014 titled Unlocking the Potential of the Non-Timber Forest Products Sector. The Project Proposal was endorsed by the Registrar (endorsement attached).

The Ford Foundation has now approved a grant of \$370,000 (approx. 2.44 crores) to AUD.

I have attached the original Project Proposal and the Grant Letter from Ford for your kind consideration and for necessary signatures and endorsements.

Anup Dhar

Anup Dhar
Director
Centre for Development Practice

Director
Center for Development Practice
Ambedkar University, Delhi
Lothian Road, Kashmere Gate, Delhi-110006
Website: cdp.res.in

Registrar

Before the Agreement is signed,
CoF may kindly see for financial
angle for receiving the grants.

Mh/ra

Refer notes on pre-page ^{-2/15-}

The Chair of ACRPM has cleared the project, ^{as per mail dated 18.12.2015} and directed that the agreement be signed. The Registrar may kindly sign the agreement. ~~The~~ considering the urgency. Thereafter the file will be submitted to the Vice Chancellor for his kind approval / ratification.

Saravitha K
9.12.2015

Registrar

Grant letter / Agreement is duly signed after discussion with Mr. Amp. Shor. 9/12/15

DR (PR & AP)

For your approval, signed agreement in Flag 'A'.

Saravitha K
10.12.2015

Chair, ACRPM - On leave

Vice Chancellor

[Signature]
16/12

Registrar

[Signature]
17/12/15

PA

Office of the Vice-Chancellor
Dy. No. 15/6760
Date 16/12/2015

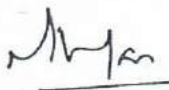
Office of the Registrar
No. 5267
Date 17/12/15

AMBEDKAR UNIVERSITY DELHI

Minutes of the Eighth Meeting of the Academic Council held on 01 April 2016 at 10.00 am in the Private Dining Hall at the India International Centre, New Delhi

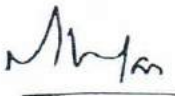
The Eighth Meeting of the Academic Council (AC) of AUD was held on 01 April 2016 at 10:00 am in the Private Dining Hall at the India International Centre, New Delhi. The following were present:

Professor Shyam B Menon Vice Chancellor	In the Chair
Professor K. Ramachandran <i>Nominee of the Government of NCT of Delhi</i>	Member
Professor Farida Khan <i>Nominee of the Government of NCT of Delhi</i>	Member
Professor Madhavan K Palat <i>Nominee of the Government of NCT of Delhi</i>	Member
Professor Chandan Mukherjee School of Liberal Studies	Member
Professor Salil Misra School of Liberal Studies & Coordinator, Academic Council	Member
Professor Honey Oberoi Vahali School of Human Studies	Member
Professor Radharani Chakravarty School of Liberal Studies	Member
Professor Geetha Venkataraman School of Liberal Studies	Member
Professor Denys P Leighton Dean, School of Liberal Studies	Member
Professor Venita Kaul Director, School of Education Studies	Member
Professor Kuriakose Mamkoottam Director, School of Business, Public Policy and Social Entrepreneurship	Member



Professor Jatin Bhatt Dean, School of Design	Member
Dr. Rachana Johri Dean (offg.), School of Undergraduate Studies	Member
Dr Rajan Krishnan Dean (offg.), School of Culture & Creative Expression	Member
Dr. Satyaketu Sankrit Associate Professor, School of Liberal Studies	Member
Dr M. A. Sikandar Registrar	Secretary
Dr. Praveen Singh Dean (offg.), Planning	Special Invitee
Dr Gopal ji Pradhan Associate Professor, School of Liberal Studies	Special Invitee
Dr. Anirban Sen Gupta Assistant Professor, School of Development Studies	Special Invitee
Dr. Ivy Dhar Assistant Professor, School of Development Studies	Special Invitee
Dr. Mihir Shah, Professor Sabyasachi Bhattacharya, Professor Ashok Nagpal, Dr Asmita Kabra, Dr Sumangala Damodaran, Dr Rachana Johri, Dr Diamond Oberoi and Dr Oinam Hemlata Devi could not attend the meeting.	

At the outset, the Vice Chancellor & Chairperson, AC extended a warm welcome to the new Members and the Special Invitees and thanked the outgoing members.




Item 8.11 : To ratify the action taken by the Vice Chancellor in approving the MoUs signed between AUD and (a) Babes-Bolyai University, Cluj, Romania, (b) Ford Foundation, (c) Rohini Ghadiok Foundation, and (d) Central Square Foundation

Resolution 8.11:

The Council ratified the action taken by the Vice Chancellor in approving the MoUs signed between AUD and the following:

(i) Babes-Bolyai University

An MoU was signed on 16.09.2015 with the Babes-Bolyai University, Romania for the exchange of students and/or staff in the context of the Erasmus+programme .

(ii) Ford Foundation

An MoU was signed on 9.12.2015 with the Ford Foundation to support the research by the Centre for Development Practice, AUD on non-timber forest produce markets to strengthen the livelihoods of tribal communities in some of India's poorest and marginalized regions.

(iii) Rohini Ghadiok Foundation

An MoU was signed on 14.12.2015 by the Centre for Development Practice (CDP) at AUD with the Rohini Ghadiok Foundation to support the graduates from the MPhil (current) and any future undergraduate or masters degrees in Development Practice that may be offered.

(iv) Central Square Foundation

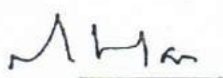
An MoU was signed on 27.01.2016 by the Centre for Early Childhood Care and Education (CECED) at AUD with the Central Square Foundation, New Delhi to establish and develop an assessment unit, which will work on standardization of the existing tools developed by the Centre, and development of new tools as required, in the field of early childhood education and development.

Item 8.12 Reporting Items

8.12.1 To report the nomination of Dr. Dharendra Datt Dangwal, Associate Professor, SLS as the new Convenor of the Standing Committee Research (SCR)

Resolution 8.12.1

The AC noted that Dr Dharendra Datt Dangal, Associate Professor, School of Liberal Studies has been nominated as the new Convenor of



363

FORDFOUNDATION

Office of the Secretary

320 East 43rd Street
New York, NY 10017

www.fordfoundation.org
(212) 573-5000

December 7, 2015

Prof. Shyam Menon, Vice Chancellor
Bharat Ratna Dr. B.R. Ambedkar University, Delhi
Lothian Road, Kashmere Gate
New Delhi 110006, India

0140-1621
Grant Number

Dear Prof. Menon:

I am pleased to inform you that The Ford Foundation has approved a grant of \$370,000 to the Bharat Ratna Dr. B.R. Ambedkar University for the Centre of Development Practice for support for research on non-timber forest produce markets to strengthen livelihoods of tribal communities in some of India's poorest, marginalized regions. This grant is being made in response to the proposal endorsed by the University Registrar and submitted with Anup Kumar Dhar's October 16, 2014 letter to Srinivasan Iyer of the Foundation staff in New Delhi.

These terms apply to your organization's use of the Foundation's grant:

Grant funds are available over a three-year period beginning December 1, 2015.

Under United States law, Ford Foundation grant funds may be expended only for charitable, scientific, literary, or educational purposes. This grant is made only for the purposes stated in this letter and the documents referenced above, and it is understood that these grant funds will be used for such purposes substantially in accordance with the attached approved budget. It is also understood that no substantial variances will be made from the budget without the Foundation's prior approval in writing. Any grant funds not expended or committed for the purposes of the grant, or within the period stated above, will be returned to the Foundation.

By countersigning this grant letter, you agree that your organization will not promote or engage in violence, terrorism, bigotry or the destruction of any State, nor will it make subgrants to any entity that engages in these activities.



FORD FOUNDATION

Prof. Shyam Menon

- 2 -

Written reports are to be furnished annually during the grant period. A final written report is to be furnished at the end of the grant period. These reports should be sent to the Foundation's Representative in New Delhi via s.sharma@fordfoundation.org and should contain: (1) a narrative account of what was accomplished by the expenditure of funds, including a description of progress made toward achieving the goals of the grant; and (2) a financial accounting, in U.S. dollars, according to the line-item categories of the attached approved budget, which includes a statement by the responsible financial officer of your organization certifying the accuracy of the report. At the end of the grant period the Foundation also shall be furnished a copy of any publication, audio or video program, film or other media product produced by your organization under this grant for archival and/or research purposes. The Foundation shall have the right to make and disseminate additional copies of any such grant product. In addition, your organization hereby grants to the Foundation a license to disseminate on the Foundation's website any product produced by your organization under this grant.

In addition, to ensure that the Foundation's grants have as broad an impact as possible, you agree to widely disseminate all products funded by this grant to which you hold the copyright, and to license such products to the public under a non-exclusive Creative Commons Attribution 4.0 International license (or a more recent version of such license). For information on Creative Commons and this license, please visit <http://creativecommons.org/> and <http://wiki.creativecommons.org/Grantees>. You also agree to include in all narrative reports required under this grant information on how you fulfilled your requirement to openly license and disseminate the work products of this grant (e.g., by posting them on your website with a statement that they are licensed to the public subject to the Creative Commons Attribution 4.0 International license).

So that the Foundation may comply with the tax laws of the United States to which it is subject, it is understood that Foundation grant funds may not be used for any of the following purposes: to carry on propaganda, or otherwise to attempt to influence any legislation through (i) an attempt to affect the opinion of the general public or any segment thereof or (ii) through communication with any member or employee of a legislative body, or with any other governmental official or employee who may participate in the formulation of the legislation (except technical advice or assistance provided to a governmental body or to a committee or other subdivision thereof in response to a written request by such body, committee or subdivision), other than through making available the results of nonpartisan analysis, study or research; to conduct programs to register voters.

In the application of its resources to serve the public interest, the Foundation gives high priority to the realization of equality of opportunity for all members of society. The Foundation works to implement this policy in a variety of ways, internationally as well as in the United States, with due respect for the great diversity of situations in different countries and cultural contexts. It is

Prof. Shyam Menon

- 3 -

the Foundation's expectation that serious attention will be given to the needs and well-being of women and underrepresented groups in your society and to their participation in this Foundation-supported program.

The Foundation may monitor and conduct a review of operations under this grant, which may include a visit from Foundation personnel to observe your program, discuss the program and finances with your personnel and review financial and other records and materials connected with the activities financed by the grant.

The Foundation is authorized to conduct audits, including on-site audits, at any time during the term of the grant, and within four years after completion of the grant.

The Foundation will include information on this grant in its periodic public reports.

Failure to comply with the terms of this letter or applicable laws and regulations may result in immediate cessation of funding and/or support from the Foundation. In addition, if your organization expends or commits any part of the grant funds for purposes or activities other than the purposes and activities for which this grant is made, your organization must repay the Foundation an amount equal to the amount of grant funds so expended for other purposes or activities.

If this letter and the attached budget correctly set forth your understanding of the terms of this grant, will you please indicate your organization's agreement to such terms by having the letter countersigned by an appropriate officer of your organization and returned in its entirety to the Foundation's Representative in New Delhi via s.sharma@fordfoundation.org or by fax at 91-11-47105380 / 47105390.

Your organization has previously submitted to the Foundation an Equivalency Affidavit and accompanying documentation. It is understood that by countersigning this letter your organization confirms that there have been no material changes in such statement or documentation and that you will inform the Foundation of any material changes in such statement or documentation in the future.

Communication regarding current administrative arrangements for this grant should be directed to the Grants Manager in New Delhi, Seema Sharma, by telephone at (+91-11)4710 5340 or via e-mail at s.sharma@fordfoundation.org.

In all correspondence concerning this grant, reference should be made to the grant number designated on the first page of this letter.

366

 FORD FOUNDATION

Prof. Shyam Menon

- 4 -

On behalf of the Foundation, may I extend every good wish for the success of this endeavor.

Sincerely,



Elaine Kranich
Director, Office of the Secretary

Attachment

ACCEPTED AND AGREED:

Bharat Ratna Dr. B.R. Ambedkar University

By: DR M.A. SIKANDAR
(Printed Name)
M.A. Sikandar
(Signature)

Title: REGISTRAR
AMBEDKAR UNIVERSITY
DELHI
Date: 09/12/2015



कुलसचिव / Registrar
अम्बेडकर विश्वविद्यालय दिल्ली
Ambedkar University Delhi
लोथियान रोड, कश्मीरी गेट, दिल्ली-110006
Lothian Road, Kashmere Gate, Delhi-110006
वेबसाइट/website : www.aud.ac.in

अम्बेडकर विश्वविद्यालय दिल्ली



Ambedkar University Delhi

Invoice for Budget Estimate for Making Liveable Lives: Rethinking Social Exclusion (Reference no: R1677)

Total value of award: GBP 9695.23

DI Other costs	GBP.
Videographer	831
Total (A)	831
Exception Other costs	8864.23
<i>Salaries and wages-personnel costs:</i> at the rate of: GBP 750 monthly pay for 30 % of Dr. Banerjea's time x 8 months (June 2016 – January 2017)	6000
<i>Foreign Travel:</i> Project conference to University of Brighton for Dr. Niharika Banerjea, Dr. Ranjita Biswas and Sumita in October 2016 (for three days approximately). Dr. Ranjita Biswas and Sumita are researchers and activists based with Sappho for Equality in Kolkata who are part of the project and scheduled to appear for the conference in October as part of my budget. <ul style="list-style-type: none">Airfare: New Delhi/Kolkata-Brighton-New Delhi/Kolkata (Niharika, Ranjita, Sumita): GBP 1614.23 approximately. Please note that Ranjita and Sumita are members of Sappho for Equality who are also part of the project and scheduled to be at the conference in October.Lodging for three persons mentioned above: GBP 450 approximatelyGround transportation for three persons mentioned above: GBP 200 approximatelyPer diem for 3 days for three persons mentioned above: GBP 300Visa fees for three persons mentioned above: GBP 300 approximately	2864.23
Total (B)	GBP. 8864.23
TOTAL (A + B)	GBP. 9695.23

J. Ernest Samuel Ratnakumar

COF

Dr. Venita Kaul

Chair, ARCPM

Dr. M.A.Sikandar

Registrar

कुलसचिव / Registrar
अम्बेडकर विश्वविद्यालय दिल्ली
Ambedkar University Delhi
लोथियान रोड, कश्मीरी गेट, दिल्ली
Lothian Road, Kashmir Gate, De
वेबसाइट/website : www.aud

Lothian Road, Kashmir Gate Delhi 110006, INDIA

Tel: +91-011-23863741 Fax: +91-11-23863741

Website: www.aud.ac.in

Banerjea



THIS AGREEMENT dated 2014 is made
BETWEEN:

- 1) **THE UNIVERSITY OF BRIGHTON** whose administrative offices are at Mithras House, Lewes Road, Brighton, East Sussex BN2 4AT (hereinafter "Lead Party");
- 2) **THE UNIVERSITY OF SOUTHERN INDIANA** whose administrative offices are at University of Southern Indiana, 8600 University Boulevard, Evansville, IN 47712 (hereinafter "Collaborating Party");
- 3) **SAPPHO FOR EQUALITY** whose registered address is at H/o Puspa Majumdar, 49/4 Purbachal Main Road, P.O. Haltu, Kolkata 700 078, West Bengal, India (hereinafter "Collaborating Party");

each a "Party" and collectively "the Parties"

WHEREAS

- A. The Lead Party was the lead applicant in a proposal to the Economic and Social Research Council (ESRC), for a research project called "Making Liveable Lives: Rethinking Social Exclusion ("the Project") as set out in Schedule 1; and
- B. The Collaborating Party(s) was named on the proposal submitted to the Funding Body for the Project; and
- C. The Funding Body has awarded a contract to the Lead Party to carry out the Project and this is set out in Schedule 2 ("the Contract"); and
- D. The Lead Party wishes the Collaborating Party(s) to carry out a portion of the project as envisaged in the proposal to the Funding Body.

In the event of any conflict between the terms of this collaboration Agreement and the terms of the Contract, then the terms of the Contract will prevail.

This Agreement sets out the terms under which the Parties shall perform the Allocated Work:

1. DEFINITIONS

1.1 The following expressions shall have the following meanings in this Collaboration Agreement including its recitals, unless the context requires otherwise:

'Allocated Work'	shall mean the research allocated to each Collaborating Party, as defined in the Project at Schedule 1
'Arising Intellectual Property'	shall mean any Intellectual Property which is generated or first reduced to practice by any Party or Parties directly as a result of the work undertaken in accordance with this Collaboration Agreement
'Background Intellectual Property'	shall mean any Intellectual Property excluding Arising Intellectual Property owned or controlled by any Party prior to commencement of or independently from the Project, and which the owning Party contributes or uses in the course of performing the Project
'Co-investigator'	shall be Dr Niharika Banerjea at the University of Southern Indiana



'Confidential Information'	shall mean any Background Intellectual Property disclosed by one Party to the others for use in the Project [and identified as confidential before or at the time of disclosure] and any Arising Intellectual Property in which that Party owns the Intellectual Property.
'Funding Body'	shall mean the Economic and Social Research Council (ESRC)
'Intellectual Property'	shall mean intellectual property of any description including but not limited to all inventions, designs, information, specifications, formulae, improvements, discoveries, know-how, data, processes, methods, techniques and the intellectual property rights therein, including but not limited to, patents, copyrights, database rights, design rights (registered and unregistered), trademarks, trade names and service marks, applications for any of the above.
'Principal Investigator'	shall be Dr Kath Browne at the Lead Party or her successor as agreed by the Funding Body
'Project Period'	shall be from 01 August 2014 for 18 months.

In this Collaboration Agreement, references to Clauses and Schedules refer to clauses and schedules of this Collaboration Agreement; and the singular form of any word includes the plural, and vice versa, as required by the context.

THE PARTIES HEREBY AGREE

2. THE PROJECT

- 2.1 The Parties will each use their reasonable endeavours to collaborate on the Project as described in Schedule 1 of this Collaboration Agreement including any modifications, deletions or expansions approved in writing by all Parties. The Parties to this Collaboration Agreement shall be bound *mutatis mutandis* by the terms and conditions of the Contract, which form part of this Collaboration Agreement; except that provisions of the Contract that are particular to the Lead Party and/or other Parties to the Contract shall apply only to those parties.
- 2.2 The Project shall be performed by or under the direction and supervision of the Principal Investigator and Co-investigator as listed in the original proposal to the Funding Body.
- 2.3 In respect of the Allocated Work, each Party will use its reasonable endeavours to provide adequate facilities; to obtain any requisite materials, equipment and personnel; and to carry out the work diligently within the scope allowed by its funding. Although each Party will use its reasonable endeavours to perform the Project, no Party undertakes that work carried out under or pursuant to this Collaboration Agreement will lead to any particular result, nor is the success of such work guaranteed. For the avoidance of doubt, nothing in this clause purports to permit any Party to reverse engineer or otherwise analyse any of the materials provided to it under this Collaboration Agreement except in accordance with the provisions of this Collaboration Agreement and to the extent applicable by law.

3. PAYMENT

- 3.1 The Funding Body has undertaken to provide funding for the Project and the Lead Party shall act as recipient of the funding for the Parties. The sole financial obligation of the Lead Party under this Agreement shall be to forward the payments allocated to the other Parties, in accordance with Schedule 3 of this Agreement.



- 3.2 In the event that the Funding Body requires the reimbursement by the Lead Party of any sums paid under this Collaboration Agreement, then to the extent that such requirement arises from the acts or omissions of a Collaborating Party, the Collaborating Party hereby agrees to reimburse the Lead Party the sum received by the Collaboration Party together with any interest charged thereon.

4. PUBLICATION AND CONFIDENTIALITY PROCEDURES

- 4.1 Subject to clauses 4.4 and 4.5, each Party will use all reasonable endeavours not to disclose to any third party any Confidential Information nor use for any purpose except as expressly permitted by this Collaboration Agreement, any of another Party's Confidential Information.
- 4.2 No Party shall incur any obligation under clause 4.1 with respect to information which:
- 4.2.1 is known to the receiving Party before the start of the Project Period, and not impressed already with any obligation of confidentiality to the disclosing Party; or
 - 4.2.2 is or becomes publicly known without the fault of the receiving Party; or
 - 4.3.3 is obtained by the receiving Party from a third party in circumstances where the receiving Party has no reason to believe that there has been a breach of an obligation of confidentiality owed to the disclosing Party; or
 - 4.2.4 is independently developed by the receiving Party; or
 - 4.2.5 is approved for release in writing by an authorised representative of the disclosing Party; or
 - 4.2.6 the receiving Party is specifically required to disclose in order to fulfil an order of any Court of competent jurisdiction provided that, in the case of a disclosure under the Freedom of Information Act 2000, none of the exemptions in that Act applies to the Confidential Information.
- 4.3 If any Party receives a request under the Freedom of Information Act 2000 to disclose any Confidential Information, it will, when legally permissible, notify and consult with the other Parties. The other Parties will respond within five working (5) days after receiving notice if the notice requests assistance in determining whether or not an exemption in that Act applies.

Publications:

- 4.4 The Project will form part of the actual carrying out of a primary charitable purpose of the Parties; that is, the advancement of education through teaching and research. There must therefore be some element of public benefit arising from the Project, and this is secured through the following sub-clauses.
- 4.4.1 This Collaboration Agreement shall not prevent or hinder registered students of any Party from submitting for degrees of that Party theses based on results obtained during the course of work undertaken as part of the Project; or from following that Party's procedures for examinations and for admission to postgraduate degree status.
 - 4.4.2 In accordance with normal academic practice, all employees, students, agents or appointees of the Parties (including those who work on the Project) shall be permitted:-
 - 4.4.2.1 following the procedures laid down in clause 4.5, to publish results, jointly where applicable, obtained during the course of work undertaken as part of the Project; and
 - 4.4.2.2 in pursuance of the Parties' academic functions, to discuss work undertaken as part of the Project in internal seminars and to give instruction within their organisation on questions related to such work.



- 4.5 Each Party will use all reasonable endeavours to submit material intended for publication to the other Parties in writing not less than thirty (30) days in advance of the submission for publication. The publishing Party may be required to delay submission for publication if in any other Party's opinion such delay is necessary in order for that other Party to seek patent or similar protection for material in respect of which it is entitled to seek protection, or to modify the publication in order to protect Confidential Information. A delay imposed on submission for publication as a result of a requirement made by the other Party shall not last longer than is absolutely necessary to seek the required protection; and therefore shall not exceed three (3) months from the date of receipt of the material by such Party, although the publishing Party will not unreasonably refuse a request from the other Party for additional delay in the event that property rights would otherwise be lost. Notification of the requirement for delay in submission for publication must be received by the publishing Party within thirty (30) days after the receipt of the material by the other Party, failing which the publishing Party shall be free to assume that the other Party has no objection to the proposed publication.
- 4.6 The provisions of clause 4.1 and 4.2 shall survive for a period of three (3) years from the date of termination of this Collaboration Agreement. The provisions of clause 4.5 shall survive for a period of one year from the date of termination of this Collaboration Agreement.

5. INTELLECTUAL PROPERTY RIGHTS

- 5.1 For the avoidance of doubt all Background Intellectual Property used in connection with the Project shall remain the property of the Party introducing the same. No Party will make any representation or do any act which may be taken to indicate that it has any right, title or interest in or to the ownership or use of any of the Background Intellectual Property of the other Parties except under the terms of this Collaboration Agreement. Each Party acknowledges and confirms that nothing contained in this Collaboration Agreement shall give it any right, title or interest in or to the Background Intellectual Property of the other Parties save as granted by this Collaboration Agreement. The Parties agree that any improvements or modifications to a Party's Background Intellectual Property arising from the Project which are not severable from that Background Intellectual Property will be deemed to form part of that Party's Background Intellectual Property.
- 5.2 Each Party grants the others a royalty-free, non-exclusive licence for the duration of the Project to use its Background Intellectual Property for the sole purpose of carrying out the Project. No Party may grant any sub-licence over or in respect of the other's Background Intellectual Property.
- 5.3 Each Party shall own the Arising Intellectual Property generated by its employees, students and/or agents under the Project and shall ensure that it secures ownership of such Arising Intellectual Property from its employees, students and agents. Subject to the terms of the Contract, the Party owning any Arising Intellectual Property shall be entitled to use and exploit such Arising Intellectual Property as that Party sees fit, and subject always to clauses 5.5 and 5.6
- 5.4 Each Party shall promptly disclose to the others all Arising Intellectual Property generated by it and each Party shall co-operate, where required, in relation to the preparation and prosecution of patent applications and any other applications relating to Arising Intellectual Property.
- 5.5 Where any Arising Intellectual Property is created or generated by two or more Parties jointly and it is impossible to segregate each Party's intellectual contribution to the creation of the Arising Intellectual Property, the Arising Intellectual Property will be jointly owned by those Parties in equal shares. The owners may take such steps as they may decide from time to time, to register and maintain any protection for that Arising Intellectual Property, including filing and prosecuting patent applications for any Arising Intellectual Property, and taking any action in respect of any alleged or actual infringement of that Arising Intellectual Property. If one or more of the owners does not wish to take any such step or action, the other owner(s) may do so at their expense, and the owner not wishing to take such steps or action will provide, at the expense of the owner making the request, any assistance that is reasonably requested of it.



- 5.6 Any joint owner of any of the Arising Intellectual Property may commercially exploit the Arising Intellectual Property upon consultation and agreement with the other Party/Parties. In such circumstances, the Party which is commercially exploiting the Arising Intellectual Property will pay the other Party/Parties a fair and reasonable royalty rate/revenue on the value of any products or processes commercially exploited by it which incorporate any Arising Intellectual Property taking into consideration the respective financial and technical contributions of the Parties to the development of the Arising Intellectual Property, the expenses incurred in securing intellectual property protection thereof and the costs of its commercial exploitation and the proportionate value of the Arising Intellectual Property in any such product or process.
- 5.7 Each Party is hereby granted an irrevocable, non-transferable, royalty-free right to use all Arising Intellectual Property generated in the course of the Project for academic and research purposes, including research involving projects funded by third parties provided that those parties gain or claim no rights to such Arising Intellectual Property.
- 5.8 If any Party (the "Exercising Party") requires the use of Background Intellectual Property of any other (the "Other Party") in order to exercise its rights in Arising Intellectual Property (whether solely or jointly owned) then, provided the Other Party is free to license the Background Intellectual Property in question, the Other Party will not unreasonably refuse to grant or delay granting a licence to the Exercising Party so that the Exercising Party may use such Background Intellectual Property for the purpose of exercising its rights in Arising Intellectual Property.

6. ASSIGNMENT

No Party will assign this Collaboration Agreement without the prior written consent of the other Parties, such consent not to be unreasonably withheld, denied or delayed.

7. TERMINATION

- 7.1 In the event that any of the Collaborating Parties shall commit any material breach of or default in any terms or conditions of this Collaboration Agreement, the Lead Party will serve written notice of such breach on the defaulting Party and in the event that such Party fails to remedy such breach within thirty (30) days after receipt of such written notice (where such breach is remediable) the Lead Party may, at their option and in addition to any other remedies which they may have at law or in equity, and with the approval of the Funding Body, remove the defaulting Party and continue with the Collaboration Agreement or terminate this Collaboration Agreement. Any removal of the defaulting Party shall be effective as of the date of the receipt of such notice, in respect of a breach incapable of remedy, and, otherwise at the end of the 30 day period referred to above.
- 7.2 All rights acquired by the defaulting Party to Background Intellectual Property and Arising Intellectual Property of the other Parties shall cease immediately other than in respect of the defaulting Party's interest in any jointly owned Intellectual Property; the defaulting Party shall, however, continue to comply with the obligations under clause 5.
- 7.3 Each Party agrees to notify the Principal Investigator promptly if at any time their key academic is unable or unwilling to continue the direction and supervision of the Allocated Work. Within sixty (60) days after such incapacity or expression of unwillingness that Party shall nominate a successor to replace their key academic. The Principal Investigator will not decline unreasonably to accept the nominated successor. However, if the successor is not acceptable on reasonable and substantial grounds, then this Collaboration Agreement may be terminated by giving thirty (30) days' written notice to the other Party(s).
- 7.4 The expiration of the Project Period or the termination of this Collaboration Agreement under clauses 7.1 or 7.3 shall cause the termination with effect from the date of expiry or termination of the obligations imposed on the Parties under clause 2.



7.5 If any Party (a) passes a resolution for its winding-up; or if (b) a court of competent jurisdiction makes an order for that Party's winding-up or dissolution; or makes an administration order in relation to that Party; or if any Party (c) appoints a receiver over, or an encumbrancer takes possession of or sells an asset of, that Party; or (d) makes an arrangement or composition with its creditors generally; or (e) makes an application to a court of competent jurisdiction for protection from its creditors generally; the remaining Parties shall meet to either suspend or terminate that Party's involvement in the Project. Any removal of the defaulting Party shall be effective as of the date of the receipt of such notice.

7.6 In the event that it is agreed by all the Parties that there are no longer valid reasons for continuing with the Project the Parties may decide by unanimous vote to terminate this Collaboration Agreement. In the event of such termination each Party shall be reimbursed for all costs and non-cancellable commitments properly charged in accordance with this Collaboration Agreement and incurred or committed up to the date of termination, providing that such funds have been or are able to be recovered from the Funding Body. For the avoidance of doubt, no Party shall be required to contribute to any losses suffered by another Party in circumstances where costs have not been recovered from the Funding Body.

8. LIMITATION OF LIABILITY

8.1 No Party makes any representation or warranty that advice or information given by any of its employees, students, agents or appointees who work on the Project, or the content or use of any materials, works or information provided in connection with the Project, will not constitute or result in infringement of third-party rights.

8.2 No Party accepts any responsibility for any use which may be made of any work carried out under or pursuant to this Collaboration Agreement, or of the results of the Project, nor for any reliance which may be placed on such work or results, nor for advice or information given in connection with them.

8.3 The Parties undertake to make no claim in connection with this Collaboration Agreement or its subject matter against any employees, students, agents or appointees of the other Parties (apart from claims based on fraud or wilful misconduct). This undertaking is intended to give protection to individual researchers: it does not prejudice any right which a Party might have to claim against any other Party.

8.4 The liability of any Party for any breach of this Collaboration Agreement, or arising in any other way out of the subject-matter of this Collaboration Agreement, will not extend to loss of business or profit, or to any indirect or consequential damages or losses.

8.5 Each Party acknowledges and accepts that it is responsible for the safety of its employees and must ensure that it complies with all national legislation relating to safety at work of any of its employees undertaking part in this Project.

8.6 In any event, the maximum liability of any Party under or otherwise in connection with this Collaboration Agreement or its subject matter shall not exceed the monies received by that Party under this Collaboration Agreement as detailed in Schedule 3.

8.7 Nothing in this Collaboration Agreement limits or excludes either Party's liability for:

8.7.1 death or personal injury resulting from negligence; or

8.7.2 any fraud or for any sort of other liability which, by law, cannot be limited or excluded.

8.8 If any sub-clause of this clause 8 is held to be invalid or unenforceable under any applicable statute or rule of law then it shall be deemed to be omitted, and if as a result any Party becomes liable for



loss or damage which would otherwise have been excluded then such liability shall be subject to the remaining sub-clauses of this clause 8.

9. NOTICES

Any notice to be given under this Agreement may be delivered personally, or sent by pre-paid post, or delivered by courier to another Party at the address given below or such other address as may be notified in accordance with this clause 10 from time to time. Any notice so sent shall be deemed to have been duly given if sent by personal delivery or courier upon delivery at the address of the relevant Party, if sent by pre-paid post 4 days after posting.

The **UNIVERSITY OF BRIGHTON** representative for the purpose of receiving reports and other notices shall until further notice be:

Dr Kath Browne, School of Environment and Technology, Cockcroft, Moulsecoomb, Brighton, East Sussex BN2 4GJ, United Kingdom

Legal related notices:

Ronit Rose, Head of Contracts and IP, Exion 27, Crowhurst Road, Brighton Bn1 8AF, United Kingdom.

The **UNIVERSITY OF SOUTHERN INDIANA** representative for the purpose of receiving reports and other notices shall until further notice be:

Rebecca Deeg, Wright Administration Bldg. room 104, 8600 University Blvd, Evansville, IN 47712 USA.

The **SAPPHO FOR EQUALITY** representative for the purpose of receiving reports and other notices shall until further notice be:

Dr. Subhagata Ghosh, Executive Committee Member, 21 Jogendra Garden (South) Ground Floor, (Near Hindol Park), Kolkata 700078, West Bengal, India. Timings: 12 noon to 8 pm (Mon closed)

10. FORCE MAJEURE

- 10.1 A Party shall not be liable for failure to perform its obligations under this Collaboration Agreement, nor be liable to any claim for compensation or damage, nor be deemed to be in breach of this Collaboration Agreement, if such failure arises from an occurrence or circumstances beyond the reasonable control of that Party (excluding an obligation to make payment).
- 10.2 If a Party affected by such an occurrence causes a delay of three (3) months or more, and if such delay may reasonably be anticipated to continue, then the Parties shall, in consultation with the Funding Body, discuss whether continuation of the Project is viable, or whether the Project and this Collaboration Agreement should be terminated.

11. ANTI-BRIBERY, CORRUPT GIFTS OR PAYMENTS

The Parties shall comply with all applicable laws, statues, regulations and codes relating to anti-bribery and anti-corruption including but not limited to the Bribery Act 2010 and not engage in any activity, practice or conduct which would constitute an offence under the Bribery Act 2010.



12. GENERAL

- 12.1 Clause headings are inserted in this Collaboration Agreement for convenience only, and they shall not be taken into account in the interpretation of this Collaboration Agreement.
- 12.1 Nothing in this Collaboration Agreement shall create, imply or evidence any partnership or joint venture between the Parties or the relationship between them of principal and agent.
- 12.3 Each Party shall ensure that it has well defined arrangements for investigating and resolving allegations of research misconduct. Where an allegation of research misconduct arises in respect of an individual Party's participation in the Project and leads to a subsequent formal investigation, the relevant Party shall inform Lead University and the Funding Body of the investigation and its outcome. Where an allegation of research misconduct arises in respect of several Parties' participation in the Project, the relevant Parties will work together to determine how the allegation will be investigated and reported.
- 12.4 No Party shall use the name or any trademark or logo of any other Party or the name of any of its staff or students in any press release or product advertising, or for any other commercial purpose, without the prior written consent of the Party(s).
- 12.5 Except as otherwise expressly provided for herein, the Parties confirm that nothing in this Collaboration Agreement shall confer or purport to confer on any third party any benefit or any right to enforce any term of this Collaboration Agreement for the purposes of the Contracts (Rights of Third Parties) Act 1999.
- 12.6 This Collaboration Agreement and its Schedules (which are incorporated into and made a part of this Collaboration Agreement) constitute the entire agreement between the Parties for the Project and no statements or representations made by any Party have been relied upon by the other in entering into this Collaboration Agreement. Any variation shall be in writing and signed by authorised signatories for each Party.
- 12.7 This Collaboration Agreement shall be governed by English Law and the English Courts shall have exclusive jurisdiction to deal with any dispute which may arise out of or in connection with this Collaboration Agreement.
- 12.8 If any dispute arises out of this Collaboration Agreement the Parties will first attempt to resolve the matter informally through designated senior representatives of each Party to the dispute, who are not otherwise involved with the Project. If the Parties are not able to resolve the dispute informally within a reasonable time not exceeding two (2) months from the date the informal process is requested by notice in writing they will attempt to settle it by mediation in accordance with the Centre for Effective Dispute Resolution (CEDR) Model Mediation Procedure.
- 12.9 If any one or more clauses or sub-clauses of this Collaboration Agreement would result in this Collaboration Agreement being prohibited pursuant to any applicable competition law then it or they shall be deemed to be omitted. The Parties shall uphold the remainder of this Collaboration Agreement, and shall negotiate an amendment which, as far as legally feasible, maintains the economic balance between the Parties.
- 12.10 This Collaboration Agreement may be executed in any number of counterparts, each of which when executed (and delivered) will constitute an original of this Collaboration Agreement, but all counterparts will together constitute the same agreement. No counterpart will be effective until each party has executed at least one counterpart.



EXECUTED as an agreement.

SIGNED for and on behalf of

UNIVERSITY OF BRIGHTON

Name: Professor Andrew Lloyd

Position: Dean, Science and Engineering

Signature:

SIGNED for and on behalf of

UNIVERSITY OF SOUTHERN INDIANA

Name:

Position:

Signature:

SIGNED for and on behalf of

SAPPHO FOR EQUALITY

Name: DR. SUBHAGATA GHOSH

Position: EXECUTIVE COMMITTEE MEMBER

Signature: *Subhagata Ghosh*
02/03/2014



Schedules:

Schedule 1: The Project (including Allocated Work)

Schedule 2: The Contract (award letter)

Schedule 3: Breakdown of costs to Collaborating Party



Schedule 1: The Project

COMPLIANCE WITH THE DATA PROTECTION ACT 1998

In accordance with the Data Protection Act 1998, the personal data provided on this form will be processed by ESRC, and may be held on computerised database and/or manual files. Further details may be found in the **guidance notes**

Research Grants PROPOSAL

Document Status: With Council

ESRC Reference: ES/M000931/1

Transformative Research Call 2013-14 (invite only)

Organisation where the Grant would be held

Organisation	University of Brighton	Research Organisation Reference:	UoB/RO/2014KB01
Division or Department	Sch of Environment and Technology		

Project Title [up to 150 chars]

Making Liveable Lives: Rethinking Social Exclusion

Start Date and Duration

a. Proposed start date

01 June 2014

b. Duration of the grant (months)

18

Applicants

Role	Name	Organisation	Division or Department	How many hours a week will the investigator work on the project?
Principal Investigator	Dr Kath Browne	University of Brighton	Sch of Environment and Technology	15.02
Co-Investigator	Dr Niharika Banerjea	University of Southern Indiana	Sociology, Anthropology, & Criminal Just	8

Classification

International in nature?

Yes

Please give details

Transnational Participatory Action Research project between the UK and India.

Objectives

List the main objectives of the proposed research [up to 4000 chars]

The main research objective of this research is to move beyond the analysis of exclusion/inclusion of Lesbian, Gay, Bisexual, Trans, Queer (LGBTQ) communities in UK and India creating a liveability measure that can be adapted globally. This is a new approach that will create new research parameters to understand how and when lives are liveable in LGBTQ communities, using the UK and India as a starting point.

It will do this by developing innovative transnational PAR methodologies and a mixed methods design that refuse the Global North-progress/Global South-backward dichotomies to:

-transnationally identify what makes lives liveable for marginalised LGBTQ people. This will not take a comparative approach as this presumes two places have distinct, static elements that are comparable that can be mined for similarities and differences. It will look instead at the ways in which places produce differential liveabilities in the cracks and fissures of regulatory normativities, where legislative change has supposedly been achieved and where it is still ongoing. How can transnational activism create and demand new forms of social justice?

-consider liveable lives constituted through policy and cultural indicators rather than focusing on violence/crime and/or legislative change, as has been the focus of measures of inclusion/equalities. How can social marginalisation be addressed given the emerging issues of legislative inclusions? What can make life more liveable beyond legal protections for those marginalised by their sexual and gender difference in India and the UK?

-spatially explore liveability locally/nationally/transnationally, questioning the homogeneity of national proclamations of 'inclusion'/exclusion', understanding that measures of national/supra-national legislative changes are not necessarily locally experienced.

-engage with the ways in which intersectionalities/multiple marginalisations rework liveabilities working for and against the inclusion of some LGBTQ people such that, for example the 'gay capital of the UK', Brighton, continues to be experienced as transphobic.

-examine moves beyond inclusion/exclusion. This spatially nuanced research engagement both identifies what might change in everyday spaces and then experiments with producing new social-spatial orders, exploring how places can be made liveable for marginalised LGBTQ people. How life might be made liveable within and beyond these broader legislative contexts? What makes place safer, more useable and how everyday practices can be altered to form new social relations that work towards making positive encounters with difference commonplace?

-examine how 'to foster good relations between persons who share a relevant protected characteristic and persons who do not share it' (equalities duty 2c). This has proved to be one of the most difficult aspect of the Equalities Act 2010 to implement (McGlynn, 2013; Browne and McGlynn 2012) and relates directly to questions of encounter within and beyond the UK. How does one encounter difference in ways that 'fosters good relations' without negating the 'protected characteristic' under assumptions of 'sameness'? How we might achieve 'inclusion' in ways that value difference? In what ways can people feel part of society without conforming to restrictive norms?

-how can academics/activists intervene to make public spaces more open to encounters with difference that goes beyond asking for legal protections for LGBTQ people? How might we create feelings of safety amongst marginalised people? In what ways can we address the 'hate' in hate crime and gendered hierarchies in sexual harassment? How might difference be encountered differently and not be subsumed within (assumed) sameness.

Summary

Describe the proposed research in simple terms in a way that could be publicised to a general audience [up to 4000 chars]

The main research objective is to move beyond exclusion/inclusion of Lesbian, Gay, Bisexual, Trans, Queer (LGBTQ) communities in UK and India creating a liveability model that can be adapted globally. Whilst work has been done to explore the implications of Equalities legislation, including contesting the normalisations of neo-liberalisms, there has yet to be an investigation into what might make every day spaces liveable for LGBTQ people. This project addresses social exclusion, not only through identifying exclusions, but also by exploring how life might become liveable in everyday places in two very different contexts.

In 2013 the Marriage (Same Sex) Act passed in the UK, and in India the Delhi High Court's reading down Indian Penal Code 377 in 2009 to decriminalize sexual acts between consenting same-sex people was overturned by the Supreme Court. Yet bullying, mental health and safety continue to be crucial to understanding British LGBTQ lives, in contrast the overturned the revoke of Penal Code 377 2013, this has resulted in increased visibilities of LGBTQ people. These different contexts are used to explore liveable lives as more than lives that are just 'bearable' and moves beyond norms of happiness and wellbeing.

This research refuses to be fixed to understanding social liberations through the exclusion/inclusion, in place/out of place dichotomies. Using commonplace to move beyond 'in place' towards being common to the place itself. Place can then be shared in common as well as collectively made in ways that do not necessarily impose normative agendas/regulatory conditionalities. Social liberations are examined in the transformation of everyday encounters without conforming to hegemonies or making 'normal' our own.

Whilst the focus is sexual and gender liberations, the project will enable considerations of others social differences. It will show how places produce differential liveabilities both where legislative change has been achieved and where it has just been repealed. Thus, the project offers academic and policy insights into safety, difference and vibrant and fair societies.

The study will use a 7 phase mixed methods design:

1. Project planning and research design, including formally establishing the advisory group and meeting 1, setting milestones and setting in place all agreements/ethical approvals
2. Literature review exploring key measures used to rate and assess LGBTQ 'friendliness'/inclusion nationally, supra-nationally and internationally
3. A spatial assessment of LGBTQ liveabilities that includes, but moves beyond, the measures identified in phase 2, applying these at a local scale e.g. policy indicators and place based cultural indicators
4. Twenty focus groups (80 participants, sample targeting marginalised LGBTQ people), coupled with online qualitative questionnaires (150), and shorter SMS text questionnaires (200)/App responses (200) to identify add to the liveability index created in phase 3 and what makes life un/liveable for a range of LGBTQ people and how this varies spatially
5. Participants in the data collection will be invited to reconfigure place through UK/India street theatre performances. These will be video recorded, edited into one short video and widely distributed. Data will be collected by observing interactions; on the spot audience surveys; reflections on the event
6. The research will analyse the data sets as they are collected. At the end of the data collection phase time will be taken to look across all 4 data sets to create a liveability index
7. Research dissemination will be targeted at community and academic audiences, including end of project conferences in India/UK, collating policy/community reports, academic outputs.

The impact plan details the short (transnational support systems; empowerment of participants), medium (policy changes, inform practice) and long-term (changing perceptions of LGBTQ people) social impacts and how these will be achieved.

Academic Beneficiaries

Describe who will benefit from the research [up to 4000 chars].

The wider context of social difference and spatial justice form the background to this research, and thus the project will be of interest to a range of academics from different fields.

The main group of UK and international scholars who will be interested in the theoretical and methodological innovations of this research will be:

- researchers, activists and policy analysts from a range of disciplines who work in the fields of social difference and social justice

- scholars and commentators who focus on social exclusions

- Academics in the fields of: social geographies; sexualities; gender difference; social policy; criminology, and sociology who are interested in theories of social marginalisations, and how to address this to create socially just global communities

How they will benefit

Academic interest in social exclusion has focused on identifying forms, and manifestations, of exclusion. Recent thinking has brought inclusions, particularly those obtained through equalities legislation, into question. Moving beyond the inclusion/exclusion binaries, this research offers four core advances to scholarship in the areas identified above:

1. It offers new theorizations of liveability as that which moves beyond normativities. Much is known about social exclusion but much less is known about liveabilities and how social, policy and cultural factors can account for this. The research will produce a tool that critically interrogates conventional social 'happiness' indicators, bringing into question national measures of success/failure in LGBTQ equalities.
2. It addresses social science questions and key social policies through transnational academic/activist engagements, directly intervening in the debates that hierarchize 'Western democracies' as spaces of inclusion, vilifying exotic 'others' as 'inherently homophobic', synonymous with 'backward'. By putting India and the UK into dialogue, this research develops theory that emerges through transnational activist/academic engagements questioning hegemonies and narratives of 'progress'.
3. It explores how social-spatial orders might be altered in order to make difference commonplace rather than vilify, fetishize or celebrate it. This creates theoretical insights into difference, encounter and social change.
4. The research develops methodologies that work between humanities theorisations and social science research methods, in order to consider how experiences of place might be altered, rather than simply reporting their exclusionary 'nature'. Using innovative methods emerging from both social sciences in the form of Participatory Action Research and developing this by deploying Performance methodologies in social sciences, this research addresses social exclusions through using social science data sets to inform street theatre performances that then act as experiments in social change.

In sum, this research will create a new tool for investigating liveabilities and rethink core tenets of academic engagements with social exclusions through spatial considerations that move beyond in place/out of place binaries. It will challenge future researchers to not only offer further understandings of social exclusion, but also to experiment with changing spaces to make marginalised people feel commonplace. Thus, the research both furthers our understandings and our responsibilities as academics engaged with issues of social justice.

Dissemination

- 4 articles in academic journals (Annals of the Association of American Geographies from WP2&3; Sexualities, theories of liveable lives and commonplace; Area, research process; Antipode, street theatre data)
- A co-authored monograph with activists will explore the key concepts of liveable lives and the methodologies for not only exploring this but affecting social change
- Conference presentations- all 2015 (European Geographies of Sexualities; Royal Geographical Society; UK Social Policy Association; Indian Sociological Society).

Staff Duties

Summarise the roles and responsibilities of each post for which funding is sought [up to 2000 characters]

Kath Browne (0.4 FTE) is the Principal Investigator and has extensive experience of community engaged research that affects policy and practice. She will have overall management of project; recruit and supervise UK RA; lead on a monograph and 2 papers, second author on 2 further papers; bi-weekly online meetings with RT; facilitate advisory group; supervise UK data collection/analysis; lead on app/SMS design and content; facilitate UK intervention; UK press releases; report writing

Niharika Banerjea (0.3 FTE) is the Co-Investigator. Her work, India based, has created extensive community links and developed thinking about gender, health and communities. Co-I based in India from: Jan 2014-Aug 2014, Dec 2014-Aug 2015, Dec 2015-Jan 2015. Co-I responsibilities- recruit and supervise Indian RA, lead author on 2 papers, 2nd author on a monograph, 2 further papers, weekly meeting with PI, co-facilitate advisory group, supervise Indian data collection/analysis; supervise street theatre workshop facilitator; advise on app/SMS design/content; facilitate intervention in India; Indian press releases; report writing.

Researchers (1 India/1 UK) recruited to collect and analyse qualitative and quantitative material and work effectively with marginalised LGBTQ people. Responsibility for: community engagement, including ensuring appropriate involvement in the advisory group; co-ordinate transnational communications between India and the UK; contribute to app/SMS design and content; data collection in India and UK, recruitment and publicising of project; engaging in data analysis under supervision; design of, and data collection during, street theatre including crowd surveys, audio/video recordings; contribute to academic, policy and community written outputs; organise end of project conferences

Indian researcher co-supervised by Sappho for Equality (an Indian not for profit organisation) and located within Sappho, keeping in regular contact with the Co-I when she is not in India.

Impact Summary

Impact Summary (please refer to the help for guidance on what to consider when completing this section) [up to 4000 chars]

The most important beneficiaries of this research will be LGBTQ communities in India and the UK. The impacts of this research will also be felt by policy makers, community groups/NGOs, police and safety services and non-LGBTQ people and the liveability model in the longer-term could change the ways in which equalities/inclusion are assessed. These beneficiaries and a summary of the impacts will be addressed in turn.

Collaborators from LGBTQ communities will be involved from the outset on the advisory group for this research and will be tasked with ensuring that the research actions reflect the ethos of co-working and empowerment of marginalised groups. Activists on the advisory group through transnational dialogue will create shared knowledges, engage in mutual learning and develop new transnational support systems, such as networking, sharing painful experiences and receiving support/advice from those in very different contexts. The liveability measure will be created with LGBTQ people to establish what makes life liveable and this will be used to inform street theatre which aims to change the perceptions of unsafe/uncomfortable places. Throughout the research and impact activities, the focus will be on how to make LGBTQ lives more liveable.

The creation of a liveability measure has the potential to make a significant contribution to how 'equalities' and 'inclusions' are measured, moving beyond tick boxes towards meaningful measures that account for multiple differences and spatial variations nationally as well as cross-nationally. This aims to broaden understanding of social exclusions and how these might be tackled. Broad use of the liveability measure has the potential to address issues of social difference, fairness and social cohesion. This has significant policy implications in terms of how legislation is implemented and equality and diversity practically manifest, improving policy and practices to address social exclusion and create just societies.

Policy reports and community summaries will use the liveability measure to rethink how social justice agendas are defined. The liveability measure and the outcomes of street theatre will provide evidence and new thinking to NGOs and community groups regarding the inclusion of diverse LGBTQ people in their work and how this may relate to social justice goals.

For the police and safety services in India and the UK the liveability measure will provide new information as well as build and extend on other research that explores bullying, harassment, violence, suicidal harm and safety. It enables a reconsideration of safety initiatives that seek to address homophobic, biphobic and transphobic hate crime, looking to prevent hate crime alongside reporting agendas. For example, it will seek to directly address sexual harassment in public spaces and thus looking to prevent such harassment beyond reporting to law enforcement agencies.

Further beneficiaries will be non-LGBTQ people who will be given means of encountering LGBTQ people as commonplace. The project aims to initially momentarily change the perceptions of LGBTQ people. This will be achieved in part through street theatre. It seeks to develop greater appreciation of the challenges and possibilities of social difference and how to encounter difference differently, through the video of the street theatre performances on social media outlets- with the aim of eliciting further responses and engagements. In addition it is hoped that spin off events will be encouraged through the coverage of the street theatre and distribution of the final video. Harnessing social media will be done with an explicit attempt to engage people in making public spaces open to difference beyond law enforcement/criminalisation.

The 'during' the project impacts, as well as the short, medium and long-term aims, and how these will be achieved, are outlined in the Pathways to Impact Plan.

Ethical Information

Has consideration been given to any ethical matters raised by this proposal ?

Yes

Please explain what, if any, ethical issues you believe are relevant to the proposed research project, and which ethical approvals have been obtained, or will be sought if the project is funded? If you believe that an ethics review is not necessary, please explain your view (available: 4000 characters)

A central focus of this project is to gain an understanding of what makes lives liveable and unliveable in relation to sexual and gender difference. It will collect data from public institutions through online profiles and freedom of information requests; new social media technologies and street theatre performances. The PI chairs a Faculty Ethics and Governance Committee at the University of Brighton and has undertaken research with marginalised LGBTQ people for over 10 years. The Co-I has experience of undertaking socially based sexualities and gender identities research in diverse areas of India. This research will be conducted by informed consent. In addition, a collaborative process of decision-making will ensure knowledge is created 'with' participants not 'on' the participants. All research will be designed to have 'collective' ownership including the research team, participants and activists. Formal procedures will involve consent forms and information sheets but all participants will be part of the co-creation of knowledge in the research.

Fully informed consent will be obtained for focus group and questionnaire data. Where sensitive topics are addressed support will be offered. SMS/APP data offer a challenge in terms of ensuring that those who participate understand that they are consenting to have their ideas and experiences used in research. In order to ensure that this is clear: all advertising will name the research; the app and SMS messages will link to the aims of the research. ESRC/University branding will be used on the research app, and after the question in each text, it will state that their answers will form part of a research project and offer guidance on where to find out more about the project. In this way we will create informed consent.

The street theatre may be in public space and participants will be fully informed of the intention to distribute this video via the internet and consent will be obtained. Audience members will not be identifiable in the final version.

There is a small risk to those participating in street theatre in that creating new spaces may be antagonistic. This risk will be mitigated against by informing the police of the event, seeking a large group of people to participate, keeping the time and place within the group. As this risk can only ever be partially mitigated against, participants will be made aware (and indeed will already know) of both the risks and precautions being taken. They will be invited to suggest further tactics, all of which will be followed if they are possible.

All data will be kept confidential through anonymisation where necessary, password protected electronic files and secure storage in locked cabinets for any paper documents.

Governance

Although a collaborative project, the PI and the Co-I who will make key decisions regarding the processes of the project will oversee this project and they will be responsible for the delivery of the project. The research team, consisting of the PI, Co-I, RAs and one community member (CM) from the UK and one from India, will meet once a month electronically and make decisions using these meetings and other electronic communication methods. The PI and the RA, CM will be responsible for local decisions in the UK, and Co-I, RA and CM in India will be responsible for such decisions in India. Both will follow the programme of work that will be put in place after the initial the advisory group meeting and revisited at the second meeting with a final check in the third meeting.

With advice from the advisory group and the research team will decide how, where, why and what data, personal information is managed. The advisory group will be given specific decisions to make regarding data collection/recruitment/enhancing quality and analysis/dissemination.

At the conclusion of the project the research team will make decisions, with advice from individual members of the advisory group if required.

Summary of Resources Required for Project

Financial resources

Summary fund heading	Fund heading	Full economic Cost	ESRC contribution	% ESRC contribution
Directly Incurred	Staff	37599.00	30079.20	80
	Travel & Subsistence	11520.00	9216.00	80
	Other Costs	43130.00	34504.00	80
	Sub-total	92249.00	73799.20	
Directly Allocated	Investigators	39965.53	31972.42	80
	Estates Costs	9919.00	7935.20	80
	Other Directly Allocated	0.00	0.00	80
	Sub-total	49884.53	39907.62	
Indirect Costs	Indirect Costs	59717.00	47773.60	80
Exceptions	Staff	0.00	0.00	100
	Other Costs	33447.00	33447.00	100
	Sub-total	33447.00	33447.00	
	Total	235297.53	194927.42	

Summary of staff effort requested

	Months
Investigator	7.25
Researcher	18
Technician	0
Other	0
Visiting Researcher	0
Student	0
Total	25.25

Other Support

Details of support sought or received from any other source for this or other research in the same field.
Other support is not relevant to this application.

Staff

Directly Incurred Posts

Role	Name /Post Identifier	Start Date	EFFORT ON PROJECT		Scale	Increment Date	Basic Starting Salary	London Allowance (£)	Super-annuation and NI (£)	Total cost on grant (£)
			Period on Project (months)	% of Full Time						
Researcher	Research Assistant	01/06/2014	18	100	AC2	01/09/2014	31644	0	6884	37599
Total										37599

Applicants

Role	Name	Post will outlast project (Y/N)	Contracted working week as a % of full time work	Total number of hours to be charged to the grant over the duration of the grant	Average number of hours per week charged to the grant	Rate of Salary pool/banding	Cost estimate
Principal Investigator	Dr Kath Browne	Y	100	991	15	66542	39966
Co-Investigator	Dr Niharika Banerjea	Y	100	0	0	0	0
Total							39966

Travel and Subsistence

Destination and purpose		Total £
Within UK	London RGS Conference Trains & Tube	120
Outside UK	3 x UK attendees to Conference in India	4500
Outside UK	Dr K Browne Conference Attendance United States	1500
Outside UK	Events and Meetings in Calcutta, India x 3 UK researchers	5400
Total £		11520

Other Directly Incurred Costs

Description	Total £
OVERSEAS: SAPPHO India Project Partner / Delivery Organisation - Charity: (a) Transcription Costs, (b) RA 18 months FTE 1.0 input, (c) Report Production in India and (d) Translation services and Computing costs	18000
Specialist Development of the App, associated software and 'application' of the App	19000
Advisory Group Meetings x 3	300
London Conference Fees (RGS conference)	200
SMS Messaging Costs for participants in india 10 x SMS messages x 200 participants @ £0.05 per SMS message - total of	100
UK Conference Organisation including venue hire	2500
UK Project - Community Report Production	150
United States Conference - Fees	280
Web Portal Design & Search Engine Optimisation	2600
OVERSEAS: INTERNATIONAL CO-I costs: Salary (Direct Costs Only): FTE 0.3 (30%) over 18 months	25559
OVERSEAS: INTERNATIONAL Co-I Costs - NON STAFF COSTS: Travel & Subsistence 3 x trips to UK; 1 x trip to Kolkata, India; 3 x trips from India to UK	7462
OVERSEAS: INTERNATIONAL Co-I Costs (Non staff costs): Independent Videographer to film event in India and produce edited digital copy (4 days)	426
Total £	76577

Timetable estimates of the number of months after the start of the project to reach the following stages:

Stage	Number of Months
Completion of all preparation and design work	1
Commencement of fieldwork or material/information/data collection phase of study	2
Completion of fieldwork or collection phase of study	10
Commencement of analysis phase of study (substantive phase where research facilities are involved)	12
Completion of analysis phase of study	13
Commencement of writing-up of the research	14
Completion of preparation of any new datasets for archiving	17
Completion of writing-up	18

Data Collection

If the research involves data collection or acquisition, please indicate how existing datasets have been reviewed and state why currently available datasets are inadequate for this proposed research. If you do not state to the contrary, it will be assumed that you (as principal applicant) are willing for your contact details to be shared with the affiliated data support	Existing UK Data Service data sets on LGBTQ lives focus on democracy, public sector, migration, faith and citizenship. These datasets do not offer transnational data; understandings of experiences of legislative equalities or how just societies are created socio-temporally. They do not directly pertain to questions of safety, utilise experimental techniques or engage with PAR.
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service (UK Data Service) working with the Research Councils.	
Will the research proposed in this application produce new datasets?	Yes
Will this data be:	<input checked="" type="checkbox"/> Quantitative <input checked="" type="checkbox"/> Qualitative
Please give a brief description of the datasets.	Assessment of liveabilities; focus groups; online questionnaires; App/SMS responses; video recording and audience responses to street theatre
It is a requirement to offer data for archiving. Please include a statement on data sharing. If you believe that further data sharing is not possible, please present your argument here justifying your case.	Anonymised data will be submitted to the UK Data Service, for exceptions see data management plan and alternative arrangements.
Who are likely to be the users (academic or non-academic) of the dataset(s)?	Academic, policy makers, practitioners
Please outline costs of preparing and documenting the data for archiving to the standards required by the affiliated data support service (UK Data Service) working with the Research Councils.	Costs will be included with the research costs.

Classification of Proposal

(a) User Involvement

The nature of any user engagement should be indicated

Design	x
Execution	x
Dissemination	x
Training	
Not applicable	

Proposal Classifications

Research Area:

Research Areas are the subject areas in which the programme of study may fall and you should select at least one of these. Once you have selected the relevant Research Area(s), please ensure that you set one as primary. To add or remove Research Areas use the relevant link below. To set a primary area, click in the corresponding checkbox and then the Set Primary Area button that will appear.

Please select one or more Research Areas

Subject	Topic	Keyword
Human Geography	Social Geography [Primary]	
Human Geography	Social Geography [Primary]	Geographies of gender
Human Geography	Social Geography [Primary]	Geographies of sexuality
Human Geography	Social Geography [Primary]	Identity geographies
Human Geography	Social Geography [Primary]	Marginalisation & Segregation
Sociology	Womens and Gender Studies	Power
Sociology	Womens and Gender Studies	Queer studies
Sociology	Womens and Gender Studies	Women
Sociology	Womens and Gender Studies	LGBT
Sociology	Womens and Gender Studies	
Sociology	Womens and Gender Studies	Exploitation and oppression
Sociology	Womens and Gender Studies	Feminism

Qualifier:

Qualifiers are terms that further describe the area of study and cover aspects such as approach and geographical focus. Please ensure you complete this section if relevant.

To add or remove Qualifiers use the links below.

Type	Name
Approach	International Comparative
Approach	Qualitative
Approach	Quantitative
Approach	Technique/Method Development
Approach	Theory Development
Collaboration location region	England
Collaboration location region	S Asia (Pakistan to Indonesia)
Collaboration location region	UK & Ireland
Geographic Area	England
Geographic Area	S Asia (Pakistan to Indonesia)
Geographic Area	UK & Ireland
Project Engagement by Sector	Academic Users
Project Engagement by Sector	Central and Local Government
Project Engagement by Sector	General Public
Project Engagement by Sector	Press and Media
Project Engagement by Sector	Student Teachers & Undergrads
Project Engagement by Sector	Third Sector

Public Engagement Audience	Audiences for diversity
Public Engagement Audience	Government/policy-makers
Public Engagement Audience	Street audience/passers-by
Public Engagement Audience	Those affected by issue
Public Engagement Audience	Unusual venue audience
Public Engagement Methodology	Game or play activity
Public Engagement Methodology	Lecture
Public Engagement Methodology	Mass media
Public Engagement Methodology	Publication
Public Engagement Methodology	Theatre/drama/performance
Public Engagement Methodology	Website dominated activity
Public Engagement Methodology	Workshop
Time Period	Contemporary

Free-text Keywords:

Free-text keywords may be used to describe the programme of study in more detail. To add a keyword, you first need to search existing Research Areas by entering the keyword in the Search box and selecting the Filter button.

If the keyword is adequately reflected by one of the terms displayed below, click in the corresponding checkbox then select Save. If no potential matches are displayed, or none of those displayed are suitable, select the Add New button followed by the Save button to add it as a descriptor.

To add or remove those previously added use the links below.

Pathways to Impact: (1) *Specific users this work might be of interest to and how they will benefit:*

The main beneficiaries of this research will be LGBTQ communities and those who work to improve the lives of marginalised people. The research will be created through *transnational* Participatory Action Research and as such aims to create impact through the processes of research. Thus, impacts arise during the lifetime of the research with short-term impacts being felt immediately following the project. Medium and longer-term impacts will be derived from the research outcomes, when taken up by policy makers, scholars, NGO's and LGBT and non-LGBT people. The processes and results of the project will seek to address:

- Those who are excluded because of their gender and sexual identities, including LGBTQ communities. These are the main beneficiaries of this research, as it seeks not only to understand marginalisation but also to create fairer societies.
- Academic researchers inform future research particularly in social justice (see Academic Beneficiaries);
- Policy makers, community organisations and NGOs, within the UK and India in particular and in general globally. The liveability model will be particularly useful here.
- UK Policy makers: a core duty of the Equality Act 2010 is Equalities duty C 'to foster good relations between persons who share a relevant protected characteristic and persons who do not share it'. This has been found to be the most difficult to implement (McGlynn, 2013; Browne & McGlynn, 2012), and this research will create significant impact in this key area of UK social policy and practice.
- Activists in India. Following the recriminalization of LGBTQ people in India in 2013, activists are strategically working to fight the Supreme Court judgment at various levels. This research will be an important tool for activists to advocate for the decriminalization of LGBTQ people.
- The wider public, to improve their understanding of what makes life liveable for LGBTQ people and how everyday interactions with difference can affect social change.

The delivery and development of the following Impact Plan will be lead by the PI. However, as with all aspects of this research the advisory group will play a key role and it will be the responsibility of all project team members to engage with impact activities as a core aspect of their activities. Impact will form an agenda item for all research team/advisory group meetings as it is core to the success of the project. Leaders for individual impact-related tasks will be discussed throughout the project and leadership given not only to academics but also to those co-producing knowledges where appropriate.

Methods used to engage with these groups:

Networks are already in place with key community groups/NGOs in Brighton and Kolkata to ensure local engagement with this transnational research project. The following methods relate to the **processes of the research itself**, which will prove beneficial to those involved and those in the street theatre spaces:

- Throughout this research the advisory group will work across India and the UK to discuss key issues, share visions and tactics, and consider modes of addressing exclusion [**Impact:** Transnational dialogue and support systems, shared knowledges/good practice, LGBTQ activists can often feel isolated and such support systems can be vital in sustaining activisms, this project will develop skill sharing, dialogue and support]
- Marginalised LGBT/Q people will be invited to co-design the research, through their position on the advisory group. [**Impact:** personal empowerment of those usually unheard and ignored in research and who in their daily lives experience marginalisation, stigmatisation and exclusion]
- LGBTQ people will identify their conditions of liveability, moving beyond current 'inclusion'/'equality' measures [**Impact:** Empowerment of LGBTQ people to define their own terms of liveability]
- Using street theatre to change perceptions of unsafe/uncomfortable places [**Impact:** although this will be short lived, it is hoped that LGBTQ people will begin to see the longer term malleability of place]
- Conversely the aim of the street theatre is to address the core reasons that spaces are uncomfortable/unsafe. Audience reactions and other measures will explore the ways in which street theatre can change the ways in which difference is encountered and augment liveability [**Impact:** future users of these spaces; non-LGBTQ people and how they encounter difference and as a result LGBTQ people that they encounter]

The following methods, centered on the outputs produced towards the end of the project, will be used to deliver **short-term impacts (0-12 months after the project)** to non-academic beneficiaries:

- Key findings from will be presented at a specially convened end of project conference in the UK and India in 2016. The PI and CoI, as well as members of the advisory group and activists will be invited to give presentations at this event and help to develop the programme and list of participants (to include government and NGO representation). Community summaries in English and major Indian languages will be prepared to maximise potential impact. [**Impact:** making results available to media, policy makers, and NGOs and the wider public to improve awareness of social exclusions and how these might be tackled– impact is more

likely in the long-term but the research will have an impact on LGBT police safety policy in the short term];

- Dialogue between Indian and UK activists through attending and video conferencing throughout the research [**Impact:** creating transnational alliances and support networks, sharing good practice];
- Results will be disseminated at a specially convened session of the Royal Geographical Society conference in 2016 on the theme: 'Liveable Lives: Geographies of Social Justice'. The programme and list of speakers (academics, policy makers and representatives of international NGOs) will be developed with advisory group. [**Impact:** using data to inform discussion among researchers, practitioners and policy makers on how societies can identify and address ongoing social marginalisations];
- Summary results will be made available through a dedicated website alongside policy reports and community summaries. [**Impact:** improving the wider understanding; providing data for policy makers and community groups to use in developing their practice and policies];
- Local, national and International LGBTQ and mainstream media will be regularly updated on the findings of the research and invited to/informed about the end of project conference [**Impact:** Broader awareness of liveability index and awareness of negative encounters with difference].

Medium-term impacts (12-24 months after the project) may arise from a range of activities discussed with partners during the course of the project but developing mainly from the research outputs:

- Academic book used in Indian and UK Universities educating undergraduate and postgraduate students regarding LGBTQ lives [**Impact:** changing the perceptions and understandings of social change];
- New policies and interventions regarding hate crime, creating more liveable spaces for LGBTQ people [**Impact:** improving policy and practices to address social exclusion and create just societies];
- Local and National governments, NGOs, community groups and others in the UK and India, begin to use data generated by the project to develop practices that create liveable lives further developing the liveabilities model. [**Impact:** more meaningful policies and practices that do not reiterate normalisations];
- The video of street theatre as it is distributed and shared locally, nationally and internationally. [**Impact:** changing the perceptions of LGBTQ people, changing how differences are encountered; new learning and understanding to inspire others to engage more meaningfully with social difference].

Longer-term impacts (2-8 years after the project) will depend on the willingness of end-users and partners to pursue the opportunities presented by the research and on the availability of new resources (financial, personnel) to develop these opportunities. The longer-term impacts might include:

- Ongoing dialogue and collaborations between project partners and activists [**Impact:** transnational support networks; mutual learning, and practice sharing];
- Closer relationships between LGBTQ groups, governments and NGOs, and academics. [**Impact:** greater trust in the value of research; more informed and socially equitable policy];
- Greater exposure of ongoing issues of social difference in the UK, Indian and international media. [**Impact:** the wider public have a greater appreciation of the challenges and possibilities of social difference and how to encounter difference differently, changing encounters with LGBTQ differences];
- Broad use of the liveability tool to understand and address issues of social difference, fairness and social cohesion. [**Impact:** Global engagement with meaningful social change in ways that work towards sexual and gender liberations]

Measures of success:

The measures of success of our methods for generating **short-term impact** are as follows:

- Feedback from advisory group members regarding the effects of their involvement;
- Feedback from audience members at the street theatre regarding the effect on their opinions;
- Changes to practices/policies identified by those attending the conferences;
- Use of reports in practice and for policy making;
- Monitoring of the street theatre video and comments regarding the impact it has had online;

Capabilities

Browne (PI) and Banerjee (CoI) are experienced in engaging with impact activities. Browne's research *Count Me In Too* changed local and national policy and practice and has influenced international arenas in the area of LGBTQ equalities. Both have worked extensively with community groups as well as developing community orientated and policy targeted publications. Impact activities will be undertaken by the team-both academic members of staff and researchers.

Resource implications

The resources allocated will be for: a) collaborative research meetings including rooms and refreshments and translation; b) website and app technologies, including translation costs; c) publication of reports in three languages; d) street theatre facilitation and transnational co-operation and e) conference costs.

Case for Support

Making Liveable Lives: Rethinking Social Exclusion

This research will create a tool to model liveability for Lesbian, Gay, Bisexual, Trans, Queer (LGBTQ) people beyond juridico-legal protections and economic opportunities including commonplace. The main **research objective** is to move beyond the analysis of exclusion/inclusion of LGBTQ communities in the UK and India and explore how, when and where lives become un/liveable for LGBTQ people.

Academic interest in social exclusion has focused on identifying manifestations of exclusion. Recent thinking has brought inclusions, particularly those obtained through equalities legislation, into question. For example, critical framings of safety see legislative change as inadequate without social transformation (Perry 2001; Browne et al 2011; Hubbard 2013) and supposedly inclusive legislation can reiterate existing power relations creating new (stigmatized) others, and/or demand sameness/normalisations that undermine the differences that constitute vibrant societies (Duggan, 2002; Richardson 2005; Richardson & Monro 2012).

This project is transformative because it moves beyond binary thinking about social inclusion/exclusion, to address how liveable lives become possible. Liveable lives are lives that are more than just 'bearable' (Butler 2004). They transcend normative routes to happiness (Ahmed 2010). To date liveability has been addressed primarily in terms of availability of cultural infrastructure and economic opportunities (Florida 2004). This research will create new models of liveability by exploring how 'best to live' (Butler 2012).

Geographies of exclusion distinguish between being in place/out of place (Sibley 1994; Cresswell 1995), understanding place as creating social difference (Soja 2009). The research is revolutionary because place is seen as key to making lives liveable *and* it reworks inclusion/exclusion (in place/out of place) towards new concepts of commonplace. As well as the material conditions of liveabilities outside of neo-liberal models (Amin 2006), commonplace sees that places can be shared in common and collectively made, without imposing normative conditionalities, making positive encounters with difference common. Thus, social liberations that transform everyday encounters need not 'find normal and mak[e] it our own' (Clare 2002).

Progress in LGBTQ inclusions can be seen as moving from the 'core' (UK/EU) to the 'periphery' (often former colonies). Disrupting Global North/Global South divides intervenes into debates that hierarchize 'Western democracies' as spaces of inclusion, vilifying exotic 'others' as 'inherently homophobic' and synonymous with 'backwardness' (Puar, 2007; Kulpa and Mizielinska 2011). This research creates theory between places by exploring how liveabilities are produced across local/national/transnational boundaries and developing theory through transnational activist/academic engagements that question hierarchies.

India and the UK have been chosen due their ongoing economic, social and cultural connections as well as legislative differences in LGBTQ equalities. In the UK same sex-marriage is imminent and this country is seen as one of the 'most advanced' in LGBTQ legislative equalities, yet safety measures point to a lack of safety and abuse (Moran et al. 2004; Browne & Lim 2008) and hetero/homonormative progress trajectories are refuted by levels of mental health difficulties/suicidal distress that unevenly affect LGBTQ people (King et al. 2003; Johnson 2007). In India section 377 of the Indian Penal Code was read down in 2009 decriminalizing same-sex sexual acts, but reinstated in 2013. Violent crime continues against LGBTQ people. The primacy of the criminal paradigm in UK LGBTQ safety policy and the increasing involvement of the police in India, results in a reliance on the reporting of 'crime' that fails to recognise that liveable lives are not created through retribution or only the freedom from the fear of crime.

By investigating new encounters where those who are negatively marked as different are made to be commonplace without requiring sameness, this project will enable considerations of social differences besides sexualities/gender where commonplace is a scholarly project and one political goal (Meleo-Erwin 2012). Thus, this project is transformative because it transnationally rethinks the dualisms of social exclusion/inclusion offering academic/policy insights into safety, difference and vibrant and fair societies.

ESRC priority areas: This research directly addresses the theme 'A vibrant and fair society' and *power, place and identities*. It understands 'fairness' as produced through more than legal inclusion and sees social justice, and thus a just society, as possible only when LGBTQ lives are liveable in everyday spaces. Power, place and identity are mutually constituted in the creation of society, such that addressing social difference through place is key to developing social justice and vivacity.

Approach: Using innovative transnational Participatory Action Research (PAR) methodologies the research will work with activists/scholars between India and the UK to: 1. develop a transnational understanding of what makes lives liveable LGBTQ people; 2. consider liveable lives rather than focusing on violence/crime and/or legislative change (often the focus of indices of inclusion/equalities); 3. spatially explore liveability understanding that measures of national legislative changes are not necessarily locally experienced; 4. engage with the ways in which intersectionalities re-work liveabilities; 5. explore how places *can be made* liveable for marginalised LGBTQ people by experimenting with new social-spatial orders.

Methodology: Delivered through **7 work packages** with work undertaken by the research team (RT- made

Case for Support

up of PI, Co-I, RAs and a UK and Indian community member) overseen by an advisory group of LGBTQ activists and international scholars working across UK and India to conceptualise various dimensions of liveability through locally-developed measures and qualitative criteria:

WP1: Project planning and research design, including formally establishing the advisory group and meeting 1, setting milestones and setting in place all agreements/ethical approvals (month 1).

WP2: Literature review exploring key related measures including: LGBTQ 'friendliness'/inclusion nationally/internationally; social indicators of 'happiness' and wellbeing. This will begin the formation of a liveability model for LGBTQ people (Q1, Data set 1, policy report 1 months 1-3).

WP3: Mapping of local policy implementation using publicly available material and freedom of information requests, this will build on the measures identified in WP2 (Data set 2, policy report 2 month 3-4).

WP4: 20 focus groups (80 participants, sample targeting cross section including age, ethnicity, class/caste), will qualitatively explore what makes life un/liveable for LGBTQ people focusing on contrasting areas identified in WP3. These will inform online qualitative questionnaires (500), and shorter SMS text questionnaires (400)/App responses (400) to transnationally map liveabilities. This is important because safety measures often test for abuse, but do not identify what makes life liveable or difference commonplace (Q1,2, Data set 3: focus groups, data set 4: questionnaires, data set 5: App/SMS responses: month 4-10).

WP5: Participants will be invited to experiment in creating new socio-spatial orders by reconfiguring place to produce liveable moments and make difference commonplace through street theatre performances. Street theatre, as a public intervention, can spontaneously assemble people in everyday space and engage them in social dialogue, imagining new possibilities for liveable lives that can be remade in sustainable ways. Two (UK/India) performances will be video recorded, edited into one video and widely distributed to create international awareness of liveabilities beyond legislation. Data will be collected by observing interactions; audience surveys; participant reflections (Q2,3 Data set 6: video, data set 7: audience data month 10-12).

WP6: The research will analyse the data sets as they are collected allowing each WP to build on the other. At the end of the data collection phase, time will be taken to look across all 6 data sets to modify and release a liveability model and identify what creates liveable lives for LGBTQ people (Q 1-3 month 13-14).

WP7: Presenting the research targeting community and academic audiences, including end of project conferences in India/UK, collating policy/community reports, academic outputs (month 15-18).

This **approach is innovative** because it is the first *transnational* PAR research project in sexualities. It will work cross-nationally to share visions, skills and support between activists in India and the UK putting the Global North/Global South into conversation. LGBTQ people will work with the academics to design the research, participate in analysis and co-create outputs forming co-research where expertise is located in communities *and* the academy. Experiments with solutions to tackling social marginalization will allow innovative insights into altering problematic encounters with difference.

Project Delivery and Risk Management The PI (experienced in research that works across community/policy/academia) will oversee the project with responsibility for: timescales, achieving the overall objectives of the research, liaising/reporting to funders, UK deliverables, UK RA and managing RT relationships. The Co-I's (experienced in working across India and has strong links with LGBTQ communities) key responsibilities: India deliverables, Indian RA, writing. The RT will meet bi-weekly via Skype to undertake key tasks to achieve ROs, check progress/quality and highlight problems. A risk of non-engagement will be mitigated through a diverse advisory team with multiple connections across India and the UK, and use of existing media and social networks. The research will offer various levels of participation from short answer SMS/App responses to longer online questionnaires to in-depth focus groups. This will enable the project to have a broader reach and mitigate research fatigue.

The advisory group will: set key milestones, advise on research design (meeting 1); evaluate progress, assess data quality/reach and set areas for improvement (meeting 2, mid-WP4); advise on dissemination/user engagement/impact (meeting 3). Throughout advice will be sought from this group on an ad hoc basis.

Measurable outcomes: no./diversity of participants; 4 journal articles; activist/academic authored monograph; 4 conference presentations; app/SMS use; audience measures from street theatre; take-up rates of project workshops/conferences and evaluation; website hit rates/downloads no. of views of project video.

Scientific and societal impact: Creation of a measure of liveability to be adapted globally; transnational PAR to effect social change; experiments in socio-spatial change to create new knowledge about socio-spatial productions of difference/safety of interest to geography, social policy, sexualities/gender studies and criminology. Both the PI (UK) and the Co-I (India) have extensive experience of working with LGBTQ communities, policy makers, practitioners and providers. The impact plan details the short (transnational activist networks; safe spaces; address equality duty 2c), medium (policy and practice changes) and long-term (changing perceptions of LGBTQ people) social impacts and how these will be achieved.

Justification of Resources

Directly Allocated Costs – Staff (£39,965.53)

The PI, Dr Katherine Browne (University of Brighton) and the Co-I, Dr Niharika Banerjea (University of Southern Indiana) will devote 7.25 months, collectively, of Investigator time to the project. In the case of Dr Browne this equates to an average of 15 hours per week on the research project (991 hours in total). Dr Niharika Banerjea is spending the equivalent of an entire semester on the project spread across the project at key periods to maximise her contribution to the research. Both the PI and Co-I are essential to the success of the research project. Dr Banerjea's time is costed against 'Other Directly Incurred Costs' – see below. Dr Browne has considerable experience of undertaking research focussed on the LGBTQ community that enhances policy and practice in the area. She has undertaken research internationally and transnationally. Her expertise in this area will be crucial to the success of the project.

Directly Incurred Costs – Travel and Subsistence (Overseas & UK - £11,520)

Travel and subsistence costs are requested to enable the project team to conduct the research work with the research project participants in India and to attend relevant conferences to disseminate the results of the research and to present the work undertaken. These costs are relatively modest given the duration of the project and the international nature of the collaboration. Overseas costs account for £11,400 of the total for Travel and Subsistence. This resource is needed to allow the project team to travel to India for key periods of the research. In addition, the PI will spend time at a Conference in the United States which is considered crucial for the purposes of disseminating the research and developing thinking in the area of transnational sexualities work. The overseas travel and subsistence include airfares and low-cost accommodation for the PI to travel from the UK to India to attend workshops and to oversee the implementation of the methodology to be used in gathering research evidence. One of these trips will co-incide with the Indian Sociological Society conference in 2015 where the PI and Co-I will present interim results to key / influential Indian academic research communities. In addition, three members of the research team will travel from the UK to India to attend the final conference in Calcutta having worked together transnationally for 18 months. This will enable the activists in India and the UK to develop sustainable relationships. The UK travel and subsistence costs of £120 are requested for the PI to attend a Royal Geographical Society (RGS) conference to present the interim results of the research to engage a key audience / research community involved in geographical research.

Directly Incurred Costs – Staff (£37,599)

Resources for a Postdoctoral Research Assistant (PDRA) based at the University of Brighton are requested as part of the project budget. The PI and Co-I believe this cost is justified because it will enable the research to benefit from a full-time researcher based in the UK who will assist with co-ordinating the project activities on a daily basis for the 18 months duration of the research. In addition, the PDRA will assist the PI and Co-I and the Research Assistant based in India (SAPPHO) to monitor progress, gather evidence and assist in the research delivery – liaising with project participants and to develop skills that can be deployed on future research in an International research context.

Other Directly Incurred Costs (£68,673)

The project requires the engagement of a specialist partner / sub-contractor in India (SAPPHO). This charitable organisation will undertake a number of key tasks which are essential to the success of the research – most notably the provision of a local full-time research assistant to work on the participation in the research from individual members of

the LGBTQ community in India. In addition, SAPPHO will provide local translation and transcription services during the project and produce the final project report for dissemination in India. This cost will also cover a laptop for the researcher. The PI/Co-I believe these costs are justified as the most effective mechanism for engaging local expertise at the lowest cost to the project (£18,000).

One of the innovative aspects of this proposal is the development of an Android / iPhone based application (App) for use in collecting data within the project. This will be used to encourage the UK participants to provide data in a more user-friendly format; data can be collected automatically; reminders can be sent to participants; the App can be developed / used for future research projects in the social sciences, humanities, arts, physical sciences, engineering and other research disciplines. For this reason, resources of £19,000 are requested within the project budget to ensure that the expertise and quality needed to develop this App are in place.

Modest resources are requested to cover costs for Advisory Group meetings (£300), RGS Conference fees (£200), UK Conference organisation and venue (£2,500), Conference fees for the conference in the United States (£280) and a fully developed web portal enabling sophisticated functionality, search engine optimisation, design and promotion (£2,600). The end of project costs in India and the UK will be used for rooms, equipment, administrative costs and refreshments, these conferences will attract community members, policy makers as well as the academic attendees. They will be key to the short, medium and long terms impact of the research (£2,500 as above). These resources are justified on the basis of the scale of the project, the essential nature of the expenditure to the successful delivery of the research, the dissemination of the research results and the management of the project to ensure the project is delivered on time. These will also ensure that the research operates in collaborative ways and has the greatest possible impact. A very small cost of £100 is requested to enable those research participants in India who do not have access to a smartphone to use SMS messaging on older mobile devices.

Justification for International Co-Investigator Costs (£33,447)

Resources are requested by the International Co-Investigator, Dr Niharika Banerjea for her time on the project (funding is not available direct from her RO – University of Southern Indiana, or from a US-based research funder for her participation in this project). This will enable the project to benefit from Dr Banerjea's expertise in social sciences research conducted in India and her experience of working in a transnational and International context (India, United States of America and UK). Dr. Banerjea will be able to work on this project full time when she is in India; her commitment to this research is crucial to its cross-cultural research objectives, delivery and dissemination. The University of Southern Indiana is requesting Direct Costs only (Direct salary costs, travel and videographer expertise). Costs for Dr Banerjea's salary are £25,559 (FTE 0.3) and travel and subsistence costs for journeys from India to the UK and for Dr Banerjea and 3 researchers / activists to travel to the UK from India including flights and subsistence (in total £7,462) are requested to enable the research team to analyse research results and participate in project meetings and events. Finally, the International Co-I requests relatively modest funding of £426 to engage an independent videographer to capture, edit and produce visual evidence of key aspects of the project involving project participants as part of the dissemination plans for the research. Overall, the total International Co-Investigator costs represent just over 14% of the total project resource – well within the 30% ceiling set by ESRC within this specific call. As required by ESRC Policy on International Co-Investigators, a full breakdown of costs table and a supporting letter from the University of Southern Indiana justifying a request for ESRC funding towards Dr Banerjea's salary for this research are provided as separate attachments with this proposal.

NIHARIKA BANERJEA

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EDUCATION

Ph.D., Sociology; University at Buffalo, The State University of New York, 2007
M.Phil., Sociology; Delhi School of Economics, University of Delhi, India; 1997
M.A., Sociology; Delhi School of Economics, University of Delhi, India, 1995
B.A., Sociology (Honors); Presidency College, University of Calcutta, India, 1993

PROFESSIONAL EXPERIENCE

Associate Professor; Sociology, University of Southern Indiana, 2013-present
Assistant Professor; Sociology, University of Southern Indiana, 2007-2013
Instructor; Sociology, University at Buffalo, The State University of New York, 2004-2007
Field Investigator and Researcher; *Social Science and Immunization*, a project for the Centre for Development Economics, Delhi School of Economics, Delhi, India, 1997-1998
Field Investigator and Researcher; *Primary Education in India*, a project for the Centre for Development Economics, Delhi School of Economics, Delhi, India, 1995
Field Investigator and Researcher; *Tourism in India*, a project undertaken by The Action Research Unit, a non-profit organization in Dehradun, India, 1994

PUBLICATIONS:

Banerjea, Niharika (forthcoming). "Critical Urban Collaborative Ethnographies: Articulating Community and Activism with Women Loving Women in Kolkata, India." *Gender, Place & Culture: A Journal of Feminist Geography*.

Banerjea, Niharika. 2011. "Special Economic Zones and Middle-Class Connectivity in Urbanizing India." *Global Studies Journal* 3 (4): 127-140.

Banerjea, Niharika. 2011. "Voluntary Participation and Poor Women's Work: A Critical Examination of a Community Health Improvement Initiative in a Kolkata Slum." *Contemporary South Asia* 19 (4): 427-440.

Banerjea, Niharika. 2011. "Voluntary Participation and Self-Governance: A Study of Community Health Volunteering in Kolkata, India." *Cultural Dynamics* 23 (3): 198-219.

Coutinho, Lester, and **Niharika Banerjea**. 2000. "The Social Production of Blame: A Case Study of OPV Related Deaths in West Bengal." *Economic and Political Weekly*, Vol. XXXV

Chakrabarti, Anindita and **Niharika Banerjea**. 2000. "Primary Education in Himachal Pradesh: A Case Study of Kinnaur District." *Journal of Educational Planning and Administration*, Vol. XIV (4): 445-460

Sumita B and **Niharika Banerjea** (forthcoming). "Reflecting on Lesbian Suicides and Life-Making in India." *make/shift: feminisms in motion* [Authors listed alphabetically]

- Banerjea, Niharika and Debanuj Dasgupta. 2013. "States of Desire: Homonationalism and LGBT Activism in India." *Swakanthey*, January 2013, Sappho for Equality. Reprinted in *Sanhati*, June 6 2013 <http://sanhati.com/articles/7185/> [Authors listed alphabetically]
- Banerjea, Niharika, Dan Bauer, and Ronda Priest. 2012. "Engage Henderson." *Center for Applied Research*, University of Southern Indiana. [Authors listed alphabetically]
- Banerjea, Niharika. 2011. "Narmada River." Pp 840-841 in *Encyclopedia of Environmental Issues*, edited by Craig W. Alinn. Salem Press, CA.
- Banerjea, Niharika. 2011. "New Urbanism." Pp 871-872 in *Encyclopedia of Environmental Issues*, edited by Craig W. Alinn. Salem Press, CA.
- Banerjea, Niharika. 2011. "Reflections on "Being Queer" in Kolkata." *Humanities Underground*. [http://humanitiesunderground.wordpress.com/2011/05/02/reflections-on-being-queer"-in-kolkata/](http://humanitiesunderground.wordpress.com/2011/05/02/reflections-on-being-queer)
- Baker, Christy, **Niharika Banerjea**, Stephanie Bennett, Sudesh Mujumdar, Marie Opatrny, Dane Partridge, Iris Phillips. 2010. "Understanding the Cycle of Poverty in Successive Generations." *Center for Applied Research*, University of Southern Indiana. [Authors listed alphabetically]

BOOK PROJECTS IN PROGRESS:

- Banerjea, Niharika and Sappho for Equality. *Queerspace Kolkata: Community and queer collaborative ethnography in an 'ordinary city'*. A collaborative ethnographic book project exploring community and activism with lesbians, bisexuals, and transmen in Kolkata, India.
- Banerjea, Niharika, Debanuj Dasgupta and Jaime Grant. *Friendship and social activism*. An anthology about friendship, love, desire and social justice activisms. This book brings together essays, memoirs, poems and artwork by contributors working on social justice issues in/from South Africa, Portugal, Guatemala, Mexico, Finland, Switzerland, the UK, the United States, and India. [Book proposal under consideration by Seagull, India]

GRANTS:

- Collaborative Ethnography Interview Transcriptions. College of Liberal Arts Faculty Development Award; University of Southern Indiana, \$326.25; 2013
- Chapter 3: Tales, Reflections, and Political Visions. College of Liberal Arts Faculty Development Award; University of Southern Indiana, \$2958.69; 2012
- Being Queer in a Globalizing City: Narratives of Politics and Community. College of Liberal Arts Faculty Development Award; University of Southern Indiana, \$899.94; 2011
- Engage Henderson: Neighborhood Assessment Data Analysis. Engage Henderson Initiative in partnership with One Life Church. \$4,350; 2011 with Daniel Bauer and Ronda Priest
- Engage Henderson: Neighborhood Assessment Volunteer Training. Engage Henderson Initiative in partnership with One Life Church. \$500; 2011 with Daniel Bauer and Ronda Priest
- Understanding the Cycle of Poverty in Successive Generations, Vanderburgh Community Foundation, \$18,600; 2009 with Christy Baker, Stephanie Bennett, Sudesh Mujumdar, Marie Opatrny, Dane Partridge, and Iris Phillips.
- Economic Reforms, Nationalism, and Globalization in India. College of Liberal Arts Faculty Development Award; University of Southern Indiana, \$1000; 2008
- Impacts of Globalization: A Study of Special Economic Zones in West Bengal, India. Lilly Excellence through Engagement Summer Research Fellowship; University of Southern Indiana; \$7,000; 2009

KATH BROWNE

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Cockcroft Building, Lewes Road, Brighton, BN2 4GJ, UK
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k.a.browne@brighton.ac.uk
http://www.

EDUCATION

Ph.D., Geography; University of Gloucestershire, 2003
M.A., Social and Cultural Geography; University of Sheffield, 1999
B.A., Geography with Physical Education and Sports Science, 1998

PROFESSIONAL EXPERIENCE

Reader. Division of Geography, University of Brighton, 2012
Principal Lecturer. Division of Geography, University of Brighton, 2010-2012.
Lecturer/Senior Lecturer. Division of Geography, University of Brighton, 2003-2010
Lecturer. Geography Department, National University of Ireland, Maynooth, 2002-2003

SELECTED PRIZES AND AWARDS

Geographical Perspectives on Women *Jan Monk Service Award*, Association of American Geographers, 2012
Pride in Canterbury Award support for Lesbian, Gay, Bisexual and Trans communities, 2010
Royal Geographical Society/Institute of British Geographers Gill Memorial Award for outstanding potential in geography: *Geographies of Sexualities*, 2007

SELECTED PUBLICATIONS:

- Vieira, P. and Silva, M. J. (2014) Geographies of Sexualities: displacing hegemonies? An interview with Kath Browne/ Geografias das Sexualidades: Deslocando hegemonias? Uma entrevista com Kath Browne *Revista Latino-Americana de Geografia e G.nero*, Ponta Grossa, 5(1), pp. 263 - 270. (published in Portuguese and English)
- Browne, K. and Bakshi, L. (2013) 'Insider Activists: The Fraught Possibilities of LGBT Activism.' *Geoforum* 49, pp. 253-262
- Browne, K., Bakshi, L. and Lim, J. (2011) 'It's something you just have to ignore': Understanding Contemporary Lesbian, Gay, Bisexual and Trans Safety' *Journal of Social Policy* 40(4), pp. 739-756
- Browne, K. and Bakshi L. (2011) 'Don't Look Back in Anger: Possibilities and Problems of Trans Equalities' *Graduate Journal of Social Sciences* 8 (2), pp. 58-81.
- Browne, K. and Bakshi, L. (2011) 'We are here to Party?: Lesbian, Gay, Bisexual and Trans Leisurescapes' *Leisure Studies* 30(2), pp. 179-196
- Browne, K (2011) Beyond rural idylls: Imperfect Lesbian Utopias at Michigan Womyn's Music Festival, *Journal of Rural Studies* 27 (1), pp. 13-23
- Browne, K (2011) By Partner we Mean...: Alternative Geographies of 'Gay Marriage' *Sexualities* 14 (1), pp. 100-122
- Brown, G, **Browne K**, Elmhirst, R. and Hutta, S. (2010) Sexualities in/of the Global South, *Geography Compass* 4 (10), pp. 1567-1579
- Browne, K. and Lim, J. (2010) Trans in the 'Gay Capital of the UK' *Gender, Place and Culture* 17 (5), pp. 615-633
- Browne, K. (2009) Womyn's Separatist Spaces: Rethinking Spaces of Difference and Exclusion *Transactions of the Institute of British Geographers* 34 (4), pp. 541-556

- Browne, K. (2006) (Re)making the other: Heterosexualising everyday space. *Environment and Planning A* 39 (4), pp. 996-1014
- Browne, K. (2006) Challenging 'Queer' Geographies. *Antipode* 38 (5), pp. 885-893
- Browne, K. (2005) Snowball sampling: Using social networks to research non-heterosexual women, *International Journal of Social Research Methodology*, 8 (1), pp. 47-60.
- Browne, K. (2004) Genderism and the bathroom problem: (Re)materialising sexed sites, (re)creating sexed bodies. *Gender Place and Culture*, 11 (4), pp. 331-346.

Selected Books

- Browne K and Bakshi, L. (2013) *Ordinary in Brighton: LGBT, Activisms and the City* (Ashgate, Aldershot)
- Browne, K and Nash, C. eds, (2010) *Queering Methods and Methodologies: Queer Theories and Social Science Research* (Ashgate, Aldershot)
- Browne, K, Munt, S. and Yip, A. (2010) *Queer Spiritual Spaces* (Ashgate Aldershot)
- Browne, K, Lim, J. and Brown G. eds, (2007) *Geographies of Sexualities: Theory, Politics and Practice* (Ashgate, Aldershot)
- Browne, K., Sharp, J. and Thien, D. eds, (2004) *Gender and Geography: 20 Years On*, Edited Collection. Women in Geography Study Group, Glasgow.

Selected Edited Collections

- Browne K. and Nash C. (2013) 'New' Sexual and Gendered Landscapes? *Geoforum*
- Smith, D., Browne, K. and Bissell D. (2011) Reinvigorating social geographies? A 'social re/turn' for a changing social world: (re)opening a debate, *Social and Cultural Geography* 12(6)
- Caudwell, J. and Browne, K. (2011) 'Sexy Spaces', Special Edition *Leisure Studies* 30(2)
- Brown, G. and Browne K. (2011) 'Symposium on Eve Sedgwick', *Progress in Human Geography*, forthcoming 35(1)
- Browne, K., Hines, S. and Nash, C. eds. (2010) 'Towards Trans Geographies', Special Edition *Gender Place and Culture* 17 (5)
- Browne, K ed. (2007) 'Lesbian/Queer women's geographies', Special edition editor *Social and Cultural Geographies* 8 (1)

14 policy reports

SELECTED GRANTS

- Shifting Resistances: Emerging International Challenges to Gay, Lesbians Bisexual and Trans Rights in Canada and Great Britain.* (Co-Investigator). Social Science and Humanities Research Council, Canada. Principal Investigator - Catherine Nash (CA\$39,863), 2012
- Trans Equalities Research Project: Scoping document. Commissioned by Government Equalities Unit (£3,000), 2010
- LGBT Communities of Practice. South East Costal Communities Fund (£100,000), 2008
- Queer Spiritual Spaces (Advisor/Co-Investigator) Arts and Humanities Research Council. Principal Investigator- Sally Munt (University of Sussex) (£104,000), 2008
- Count Me In Too: In-depth Dissemination (Domestic Violence and Abuse, Safety, Housing, Health, Drugs and Alcohol and Mental Health) Funded by Safe in the City, Sussex Police (JIF fund), Sussex Primary Care Trust, Brighton and Hove City Council (£20,500), 2007-2009
- Feminisms and festivals: Examining the spaces of contemporary womyn's separatism. British Academy Funded project SG-42582 (£6,345), 2006
- Count me into: Exclusion and marginalisation in Gay Brighton. Funded by the Primary Care Trust, Brighton and Hove City Council and Brighton and Sussex Knowledge Exchange (£35,000), 2005

List of Publications (indicative references due to space)

- Amin, A (2006) The Good City *Urban Studies* 43: 1009-1023
- Ahmed, S (2010) *The Promise of Happiness*. Durham, NC: Duke University Press
- Browne, K, Bakshi, L and Lim, J (2011) 'It's Something You Just Have to Ignore': Understanding and Addressing Contemporary Lesbian, Gay, Bisexual and Trans Safety Beyond Hate Crime Paradigms. *Journal of Social Policy* 40: 739-756
- Browne, K and Lim, J (2008) Community safety: count me in too', additional analysis report. In Spectrum and the University of Brighton (ed).
- Butler, J (2004) *Undoing Gender*. London: Routledge
- Butler, J (2012) Can One Lead a Good Life in a Bad Life? *Radical Philosophy* 176: 9-18
- Clare, E (2002) Sex, Celebration, and Justice: A Keynote for QD2002. *Queerness and Disability Conference*. San Francisco
- Cresswell, T (1996) *In Place/Out of Place: Geography, Ideology, and Transgression*. Minneapolis: Minnesota Press
- Duggan, L (2002) The new homonormativity: The sexual politics of neoliberalism. In Castronovo, R and Nelson, DD (eds) *Materializing Democracy: Toward a Revitalized Cultural Politics*. (pp 175-194). Durham: Duke University Press
- Florida, RL (2004) *The rise of the creative class: and how it's transforming work, leisure, community and everyday life*. New York: Basic Books
- Hubbard, P (2013) Kissing is not a universal right: Sexuality, law and the scales of citizenship. *Geoforum* 49: 224-232
- Johnson, K, Faulkner, P, Jones, H and Welsh, E (2007) Understanding Suicidal Distress and Promoting Survival in the LGBT Communities. Brighton: Brighton & Sussex Community Knowledge Exchange Project
- King, MM, Eamonn; Warner, James; Ramsay, Angus; Johnson, Katherine; Cort, Clive; Wright, Lucie; Blizard, Robert; Davidson, Oliver (2003) Mental health and quality of life of gay men and lesbians in England and Wales: Controlled, cross-sectional study. *British Journal of Psychiatry* 183: 552-558
- Kulpa, R and Mizielska, J (2011) *De-centring western sexualities: Central and eastern Europeans perspectives*.
- McGlynn, N and LGBT Equalities Forum Analysis Group (2013) Lesbian, Gay, Bisexual and Trans Equalities in Hastings, Rother & East Sussex. University of Brighton
http://www.brighton.ac.uk/set/aboutus/publications/LGBTEqualities_Questionnaire_Report.pdf, accessed 08/01/13
- Meleo-Erwin, Z (2012) Disrupting normal: Toward the 'ordinary and familiar' in fat politics. *Feminism & Psychology*
- Moran, LJ, Skeggs, B, Tyler, P and Corteen, K (2004) *Sexuality and the politics of violence and safety* London: Routledge
- Perry, B (2001) *In the Name of Hate: understanding hate crimes*. New York: Routledge
- Puar, J (2007) *Terrorist Assemblages: Homonationalism in Queer Times*. Durham: Duke University Press
- Richardson, D (2005) Desiring Sameness? The Rise of a Neoliberal Politics of Normalisation. *Antipode* 37: 515-535
- Richardson, D and Monro, S (2012) *Sexuality, Equality and Diversity*. Basingstoke: Palgrave

- Sibley, D (1995) *Geographies of Exclusion: Society and Difference in the West*. London: Routledge
- Soja, EW (2009) *Seeking Spatial Justice*. Minneapolis: University of Minnesota Press.

**Letter of Support for:
Dr Katherine Browne
ESRC Transformative Research Call 2013/2014 (Invite Only)**

On behalf of the School for Environment and Technology and the University of Brighton, I wholeheartedly support **Dr Katherine Browne's** application under the ESRC Transformative Research Call 2013/14 (Invite Only).

Dr Browne is very experienced in conducting ground-breaking community-focused research in the field of sexualities, focussed on the LGBTQ communities in the UK and in other countries. This proposal represents an opportunity for Dr Browne to lead a research project that is genuinely transformative in its scope, ambition and potential impact.

Suitability of the Applicant

Dr Katherine Browne is a national and international research leader. Katherine joined the University of Brighton in January 2003, building on her career history at undergraduate (Loughborough), Masters (Sheffield), PhD and academic post at the National University of Ireland (Maynooth). Her career has advanced from her first lectureship at the University of Brighton to her current position of Reader, reflected in her prolific publication record, including 6 books, 29 articles in international refereed journals, 2 co-authored monographs and 19 contributions to edited volumes.

Dr Browne is very research active in the key fields associated with this proposal – namely, sexualities, gender, spaces and geographies and recognises the need to embrace innovative research methodologies and push the boundaries of knowledge so that the research underpins advances in policy-making and wider impacts on society.

The suitability of Dr Katherine Browne as the applicant for this proposal is entirely based on her track record in conducting high-quality research in the key fields associated with this proposal. In particular, her research into understandings of how bifurcated gender is constructed through space is a key element of the ESRC Transformative Research proposal, enhancing the ability of the international research community to challenge key concepts associated with gender, space and location.

Dr Browne has been awarded a number of prestigious research awards in recent years, in recognition of her development as an internationally recognised research leader. These awards and nominations for awards include a Research Innovation Award (2010) within the 'Count me in Too' research; two sequential nominations for the Saga Prize for Innovation and Excellence and two sequential nominations for the LGBT History Award. Coupled with her track record of successfully delivering research projects on time and to budget, Dr Browne's publication and awards record and her ability to manage research teams means that I have absolutely no doubt that she will deliver the ESRC Transformative Research project to the highest quality.

Over and above Katherine's track record in research, is compelling evidence of her ability to reach key target audiences in disseminating the results of her research over many years. In addition to presenting research at conferences in the UK, Dr Browne has delivered papers on her research at key international conferences such as the European Geographies of Sexualities Conference II in Lisbon (2013), Brussels (2011) and the Association of American Geographers in Seattle (2011). A full list of Katherine's conferences and publications can be provided in support of this application if requested. Supervision of PhD students to completion has enhanced Dr Browne's reputation as a committed leader of research teams, including research students and her understanding of the ambitions of the University of Brighton in supporting the research career journey from doctoral student to national and international research leader.

It is precisely because of these qualities, described in summary above, that the University of Brighton fully endorses and supports Dr Katherine Browne's suitability as the applicant on the 'Making Liveable Lives: Rethinking Social Exclusion' proposal under the ESRC Transformative Research Call 2013/2014.

Commitment from the Host Organisation

The University of Brighton is fully committed to developing the skills and expertise of its leading researchers – across the institution – and in supporting these researchers in internal and external collaborative research projects. The School of Environment and Technology, within the Faculty of Science and Engineering, has a proud history of combining the expertise and facilities available for the physical sciences with the needs and aspirations of researchers and communities in the social sciences, arts and humanities. This multi-disciplinary approach has had a very positive effect on the way in which we view potential research applications to UK research councils and other funders.

Dr Browne's proposal 'Making Liveable Lives: Rethinking Social Exclusion' has been carefully constructed to provide a comparative research project involving investigators and researchers from three countries (UK, India and the United States) and to apply very innovative methodologies to the research.

In addition to the resources that will be provided to projects selected for funding by ESRC under this scheme, the University of Brighton will provide key support to Dr Browne and her colleagues to ensure successful delivery of the research. This includes access to facilities such as video-conferencing suites, ICT support, administrative and project management support (outside the specific support provided by the grant resource) and assistance with identifying and/or providing venues for events described in the proposal.

Process for Selecting Proposals / Internal Demand Management for this Call

The University of Brighton has a very well developed internal demand management procedure for research grant applications to external funders. In the case of the ESRC Transformative Research call, the original call information was circulated via the University of Brighton funding opportunities alert system. Prospective individual PIs were contacted in different schools across the University to test their interest in develop proposals in response to this call.

Dr Katherine Browne produced a summary proposal in response to the internal request for interest in submitting proposals under this call. No other summaries were received from PIs within the university. One other PI, Professor Neil Ravenscroft was invited by colleagues at the University of Manchester to participate in the development of a proposal being developed within the ESRC Transformative Research call. Several proposals were considered by the University of Manchester internal selection process and this resulted in the proposal involving Prof Ravenscroft being ranked second.

Dr Browne has been assisted in testing and assessing the idea for her proposal by senior colleagues within the University of Brighton – including members of the University of Brighton Grant Support Panel (GSP). Drafts of the proposal have been reviewed by senior colleagues and the University of Brighton Research Office (Grants Team) to assess the quality and support the full development of the final proposal.

I can confirm that I have full confidence in the process we adopted for selecting proposals internally and in the selection of Dr Katherine Browne to submit her proposal and deliver it to the highest standards if it is awarded funding under the ESRC Transformative Research call 2013/2014.

Professor Callum Firth
Head of the School of Environment & Technology
Email: C.Firth@brighton.ac.uk
Tel: +44(0)1273 642289

Signed:



Date: 14th January 2014

DATA MANAGEMENT PLAN
PROJECT DETAILS

Project title	Making Liveable Lives: Rethinking Social Exclusion
Principal Investigator	Dr Kath Browne
Address	University of Brighton
Telephone number	+ 44 (0) 1273 642377
Email address	k.a.browne@brighton.ac.uk
Project start date	June 2014
Project end date	November 2015

1. ASSESSMENT OF EXISTING DATA

Existing UK Data Service data sets on LGBTQ lives focus on democracy, public sector, migration, faith and citizenship. These datasets offer insights into how equalities legislation is enacted, but do not offer transnational data; understandings of experiences of legislative equalities or how just societies are created socio-temporally. Moreover they do not directly pertain to questions of safety, utilise experimental techniques or engage with Participatory Action Research.

2. DATASETS TO BE PRODUCED

All versions of digital data (text, video and audio) to be stored on University of Brighton and University of Southern Indiana drives. This will be shared between the research team using password protected online data storage systems (e.g. Dropbox). All data will be managed by the research team with the PI taking overall responsibility. Access to raw/identifiable data will be restricted to the research team, and anonymised data will be submitted to the UK Data Service, except for 1. In-depth data that might be identifiable (due to the sensitive nature of this research ‘outing’ individuals through releasing full length transcripts is not appropriate); 2. Where consent is not given by the participant to release their verbatim contributions. In both these cases the data will be summarised and key information/anonymised quotes submitted.

<i>Data set name-see case for support</i>	<i>Summary (description/methods)</i>	<i>Format</i>	<i>Archiving (all data stored in password protected files)</i>
PAR	Advisory group meetings will be used to design and implement the research, and will be recorded and analysed as data. Participatory tools that yield hard copy outputs will be converted into digital format (e.g. Jpeg) and archived.	MS Word documents, MP3 recordings, hard copy of participatory tools, Jpeg pictures, NVivo analysis	Consent to the share of anonymised versions of this data set to be submitted to the UK Data Service will be requested.
WP2: Data set 1- literature review	Full details of academic and grey literatures collected through literature searches. Short summary of each piece and the indexes of inclusion/equalities used	Excel spread sheet, NVivo analysis	Submitted to the UK Data Service.
WP3: Data set 2 – assessment of liveabilities	Data regarding implementation of policies collected via online public facing data and freedom of information requests	Excel spread sheet, SPSS and NVivo analyses	Submitted to the UK Data Service.
WP4: Data set 3 – focus groups	Focus groups will be used to establish key facets of liveable lives for marginalised LGBT people. They will be recorded, fully transcribed, checked and an anonymised summary created including key points and quotes.	MS Word documents, MP3 recordings, NVivo analysis	Summaries submitted to the UK Data Service.
WP4: Data Set 4 – online questionnaires	Online questionnaire using survey monkey, data complements focus group data in terms of themes but also quantifiable data	Excel spread sheet, Survey monkey, SPSS and NVivo analysis	Anonymised data set submitted to UK Data Service, identifying details removed.
WP4: Data Set 5 App/SMS responses	Key liveability factors assessed in short answer/quantitative data in ways that augments the figures and detail	Excel data sheet, SPSS and NVivo analysis	Anonymised data set submitted to UK Data Service, with

	collected in focus groups/online questionnaires		identifying details removed.
WP4: Data Set 6- Street theatre recordings	Using digital video recordings of the street theatre or another engagement with everyday spaces will be recorded.	Digital film, analysed in NVivo.	Final film freely available via YouTube. Unedited film submitted to the UK Data Service
WP5: Data Set 7- audience responses to street theatre	Responses to the street theatre interviews and questionnaires, distributed and collected at the time; and reflections after the event.	Audio recordings, paper questionnaires, MS word document, analysed in NVivo	Anonymised data set submitted to UK Data Service, with identifying details removed.

3. QUALITY ASSURANCE OF DATA

Data quality will be assessed by the advisory group (see case for support) and will be part of each research team meeting. Strict version control procedures will ensure that working and final versions are kept track of.

4. BACK-UP PROCEDURES AND DATA SECURITY

In order to safely back up the data and share it between the research team, the researchers will establish Online File Storage. This will stand alongside standard University IT provision to allow projects to securely store and back up data for research projects up to a maximum capacity of 100GB. Data will be stored in four different places – (i) In each institution’s back up server that is kept in a secure and fireproof location; (ii) On both Dr. Browne and Dr. Banerjea’ separate PC’s; and (iii) both of the PDRA’s PC’s and (iv) on online storage. Both Browne will have overall responsibility for managing the data analysis, and Browne and Banerjea will manage the work of the PDRAs, and control access to and the use of the data. Strict version control procedures will ensure that working and final versions are kept track of.

All data will be stored in accordance with the requirements of ESRC Framework for Research Ethics and both Universities’ Research Ethics Committees.

5. DATA AVAILABILITY

The datasets will be archived as detailed above. Data to be released to the UK Data Service will be exported in a suitable archive format and it will be part of both PDRA’s role to prepare the data for such archiving. Local/national LGBTQ history archives will also be given the opportunity to store the datasets. A final edited version of the street theatre performances will be made available through online social media.

Both institutions - all data will comply with ESRC requirements and will be made available for re-use and/or archiving within three months of the end of the award once appropriate changes have been made to honour assurances of confidentiality and anonymity. When gaining respondent consent for involvement in the project, consent for data sharing will be discussed and included where appropriate.

This project will follow the University of Brighton Policy on Data Management in line with its Roadmap for RCUK to be implemented by 2015. This new policy and the procedures that underpin it will be robust and enable greater access to data; dedicated storage capacity increases, better curation of data from projects and better understanding of how the data is accessed by researchers

6. DATA COPYRIGHT/ IPR OF THE DATA COLLECTED

Data copyright/IPR of the new dataset will be owned jointly by the University of Brighton and Southern Indiana University. Whilst the data from the app/SMS method will be owned by the University of Brighton and Southern Indiana University, the technologies developed will be the property of the external contractor.

7. DATA MANAGEMENT RESPONSIBILITIES

First point of contact for data issues, UK	Dr Kath Browne	University of Brighton	Email: k.a.browne@brighton.ac.uk Tel: 01273 642377
First point of contact for data issues, India	Dr. Niharika Banerjea	University of Southern Indiana	Email: nbanerjea@usi.edu Tel: +18124657052
Data archiving, sharing, back-up management	Dr Kath Browne/ PDRA	University of Brighton	Email: k.a.browne@brighton.ac.uk Tel: 01273 642377 RA: TBC

Budget Breakdown for ESRC UK Sub---Award (University of Southern Indiana: USI)

Making Liveable Lives: Rethinking Social Exclusion University of Southern Indiana PI: Niharika Banerjea

Breakdown of Costs as required by ESRC International Co-Investigators Policy ('Guidance on the inclusion of International Co-Investigators ESRC Proposals' p 4:

"In addition, applicants **must** include a table detailing all costs associated with international co-investigators as an additional attachment to their Je-S proposal form."

TOTAL BUDGET; USI Co-Investigator = £33,447	Budget Period 1 & 2 18 Months project duration x 30% FTE	Totals
Staffing N Banerjea	£25,559 Niharika Banerjea = 30% effort across 18 months project period Academic Salary 2014/2015: £28,752 x 30% x project periods (Budget Period 1 & 2) Direct Costs (Basic and employer costs) = £25,559	£25,559.00
Non-Staff Costs	Overseas Travel (India and UK) 1 trip from Kolkata, India to United Kingdom (Budget Period 1): includes airfare round trip, lodging, subsistence and ground transportation (airport to lodging and return) 1 trip x 3 researchers /activists from Kolkata, India to United Kingdom = (Budget Period 2)	£7,462.00
	Videographer to film event in India and produce edited digital copy (4 days)	£426.00
TOTAL		£33,447.00



Schedule 2: The Contract (award letter)

COMPLIANCE WITH THE DATA PROTECTION ACT 1998

In accordance with the Data Protection Act 1998, the personal data provided on this form will be processed by ESRC, and may be held on computerised database and/or manual files. Further details may be found in the **guidance notes**

OFFER ACCEPTANCE

Document Status: With Submitter

ESRC Reference: ES/M000931/1

Offer Acceptance Details

Grant Reference:	ES/M000931/1
Grant Holder:	Dr Kath Browne
Grant Title:	Making Liveable Lives: Rethinking Social Exclusion
Organisation:	University of Brighton
RO Proposal Reference:	UoB/RO/2014KB01
Announced Start Date:	1 June 2014
Announced End Date:	30 November 2015
Earliest Start Date:	1 June 2014
Latest Start Date:	31 August 2014
Document Name:	Offer Acceptance
Document Description:	Announcement
Document Expiry Date:	5 June 2014

Combined Funding Streams

Grant Reference	: ES/M000931/1	Start Date	: 01 Jun 2014
Organisation	: University of Brighton	End Date	: 30 Nov 2015
Organisation Reference	: UoB/RO/2014KB01	Department	: Sch of Environment and Technology
Grant Holder	: Dr Kath Browne	Grant Status	: Authorised
Grant Title	: Making Liveable Lives: Rethinking Social Exclusion	Funding Stream	: Combined Funding Streams

Issue Date: 22 May 2014 Issue Reason: Grant Offer

Description	Directly Incurred			Directly Allocated		Indirect Costs	Exceptions	Payment Total	Status
	Staff	Travel and Subsistence	Other Costs	Investigators	Estate Costs	Indirect Costs	Other Costs		
2014/15 Q2	£5,053.81	£1,548.44	£5,854.51	£5,371.90	£1,333.24	£8,026.76	£5,548.08	£32,736.74	Due
2014/15 Q3	£5,053.81	£1,548.44	£5,854.51	£5,371.90	£1,333.24	£8,026.76	£5,548.08	£32,736.74	Due
2014/15 Q4	£5,053.81	£1,548.44	£5,854.51	£5,371.90	£1,333.24	£8,026.76	£5,548.08	£32,736.74	Due
2015/16 Q1	£5,053.81	£1,548.44	£5,854.51	£5,371.90	£1,333.24	£8,026.76	£5,548.08	£32,736.74	Due
2015/16 Q2	£5,094.74	£1,560.98	£5,901.93	£5,415.42	£1,344.04	£8,091.78	£5,593.02	£33,001.91	Due
2015/16 Q3	£5,094.74	£1,560.98	£5,901.91	£5,415.40	£1,344.06	£8,091.76	£5,593.02	£33,001.87	Due

Paid to Date:	£0.00
Outstanding:	£196,950.74
SubTotal:	£196,950.74
Grand Total:	£196,950.74



Schedule 3

BREAKDOWN OF COSTS

The University of Southern Indiana

UNIVERSITY OF SOUTHERN INDIANA	RC Contribution £			RC Contribution \$			% FEC
	net	Index	total	net	Index	total	
DI - Other Costs	426	5	431	803	9	811	100
Exception - Other Costs	33,021	341	33,362	62,225	644	62,869	100
Total Value of Award	33,447	346	33,793	63,028	653	63,680	

see notes

Notes: although £426 for an independent videographer has only been funded at 80%, we will pay 100% to UOSI. The difference of £87 will be absorbed by UOB.

The UOSI will be paid quarterly in arrears, (in line with the receipts from ESRC).

Sappho For Equality

SAPPHO FOR EQUALITY	Authorised FEC £			RC Contribution £			% FEC
	net	Index	total	net	Index	total	
DI - Other Costs	18,000	195	18,195	18,000	195	18,195	100
Total Value of Award	18,000	195	18,195	18,000	195	18,195	

Sappho for Equality shall be wire transferred funds twice on the following dates:

Fifty percent (50%) on signature of this Agreement;

Fifty percent (50%) on 31stMay 2015.



Indira Gandhi Institute of Development Research (IGIDR)

(An Advanced Research Institute established in 1987 by Reserve Bank of India and a Deemed University.)

**Silver Jubilee Year
(2012-2013)**

Ref:

Oct 26, 2015

Dr. Sumangala Damodaran,
Associate Professor and Dean (Officiating)
School of Development Studies,
Ambedkar University, Delhi

Sub: SHRAMIC Initiative Supported by SDTT & AT

Dear Professor Damodaran,

Indira Gandhi Institute of Development Research (IGIDR), Mumbai received the support of Sir Dorabji Tata Trust & Allied Trusts (SDTT&AT) towards implementation of the initiative titled "Strengthen and Harmonize Research and Action on Migration in the Indian Context - SHRAMIC". Centre for Policy Research (CPR), National Institute of Urban Affairs (NIUA), IRIS Knowledge Foundation (IRIS - KF) and other researchers are collaborating with IGIDR on this initiative.

The goal of the project is to improve our understanding of livelihood strategies of migrants, migrant workers and their families, suggest evidence based policy prescriptions for protection of the rights of migrants and create a conducive environment for migrants and recognize the contribution of migrants while formulating poverty reduction and employment strategies. The *SHRAMIC* initiative seeks to address the following four questions:

1. What are the various types of migration flows captured by nationally representative data and localized studies in order to trace the source of apparent disconnect in the estimates of migration rates and number of migrants based on nationally representative data (lower) and localized studies (higher)?
2. What are the legal and structural impediments to migration?



Indira Gandhi Institute of Development Research (IGIDR)

(An Advanced Research Institute established in 1987 by Reserve Bank of India and a Deemed University.)

Silver Jubilee Year (2012-2013)

3. Given that India is becoming increasingly urban, what is the nature of urban livelihoods and what determines the ability of migrants to access livelihoods?
4. How effective is migration as a livelihood strategy?

We are happy to invite you to continue as a collaborating researcher on this initiative. Your research topic will be "Migration, Urban Settlements and Livelihoods – A Study of Two Settlements in Delhi". The project, which will be conducted for the period August 2015 to June 2017.

We sincerely hope that you will accept the invitation. On behalf of IGIDR, we value this partnership with your university and the opportunity to take this initiative for knowledge generation in field of migration. A draft of the MOU in this connection is attached.

Yours sincerely,

x 
Jai Mohan Pandit

Registrar

Indira Gandhi Institute of Development Research

Mumbai







Indira Gandhi Institute of Development Research (IGIDR)

(An Advanced Research Institute established in 1987 by Reserve Bank of India and a Deemed University.)

**Silver Jubilee Year
(2012-2013)**

MEMORANDUM OF UNDERSTANDING

INDIRA GANDHI INSTITUTE OF DEVELOPMENT RESEARCH, a Society established by the Reserve Bank of India and registered under the provisions of the Societies Registration Act, 1860 and having its office at Gen. A. K. Vaidya Marg, Goregaon (East), Mumbai 400 065, hereinafter referred to as **"IGIDR"** (which expression, unless repugnant to the context or meaning thereof be deemed to mean and include its affiliates, successors and assigns) of the **ONE PART**;

AND

AMBEDKAR UNIVERSITY DELHI, established by the government of NCT of Delhi, having its office at Lothian Road, Kashmere Gate, Delhi 110006, hereinafter referred to as **"AUD"** (which expression, unless repugnant to the context or meaning thereof be deemed to mean and include its successors and permitted assigns) of the **OTHER PART**.

IGIDR and AUD are hereinafter collectively referred to as **"Parties"** and individually as **"Party"**.

WHEREAS

(A) IGIDR and AUD have agreed to collaborate on the research project titled **"Migration, Urban Settlements and Livelihoods – A Study of Two Settlements in Delhi"** which will be conducted from the period August 1 2015 to June 30 2017 under the initiative to **"Strengthen and Harmonize Research and Action on Migration in the Indian context"** (SHRAMIC)

(B) IGIDR and AUD seek to work together mutually beneficial terms and to incorporate the understanding of providing assistance/support each other for the said Project. For the purposes of implementing the said Project, the parties herein have agreed to act on the terms and conditions recorded hereunder.

NOW IT IS AGREED BY AND BETWEEN THE PARTIES HERETO AS FOLLOWS:

1. TERM OF THIS AGREEMENT

This MOU shall remain in force for the period commencing from August 2015 to June 2017. AUD shall conduct the research required for the said Project through persons/ students appointed by it on the said Project and shall complete the Project within the period mentioned herein. The said period may be extended for a further period on mutually agreed terms.

2. SCOPE OF WORK

- (i) Dr. Sumangala Damodaran, School of Development Studies, AUD will be the Principal Investigator ("Principal Investigator"), who will be responsible for the said Project. In the event, Dr. Sumangala Damodaran resigns or ceases to be the Principal Investigator, AUD shall appoint a fit and proper person as a Principal Investigator and intimate IGIDR of the same. Such appointment shall be made at least 2 weeks' prior to the post of the Principal Investigator becoming vacant.
- (ii) The specific objectives of the said Project will be as follows:

[Handwritten signatures]

[Handwritten date]
21/12/15

- (a) Select two resettlement areas in the city which house migrants to a great extent and map them with respect to activities, livelihoods and availability of civic amenities;
- (b) Document migration streams into different kinds of activities in the two settlements;
- (c) Conduct detailed interviews with migrant workers to understand the reasons, nature and channels of migration, disaggregated by region, activity and gender as well as migration and job histories;
- (d) Record in-depth personal testimonies and narratives about perceptions of the city, from employment/livelihoods and about migrancy as a condition; and
- (e) Collect information on access to civic amenities and citizenship entitlements of migrant.

3. FINANCIAL SUPPORT & PAYMENT DETAILS

- (i) The proposed budget for the said Project is as follows:

Year 1 (2015-16)

1. Research associate (2 @ Rs.10000 per month for 12 months):	Rs. 2,40,000
2. Travel and field expenses:	Rs. 1,50,000
3. Stationery, equipment, etc:	Rs. 80,000
4. Secretarial Assistance	Rs. 30,000
5. Sub Total:	Rs. 5,00,000

Year 2 (2016-17)

6. Research associate: (1 @ Rs.10000 per month for 8 months):	Rs. 80,000
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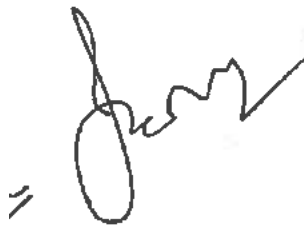

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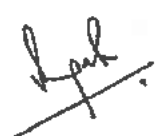
7. Travel, field and report writing expenses:	Rs. 1,20,000
8. Stationery, equipment, etc:	Rs. 50,000
9. Secretarial Assistance	Rs. 30,000
10. Cost of Faculty (Principal Investigator) time	Rs. 1,50,000
11. Institutional overheads	Rs. 70,000
12. Sub Total:	Rs. 5,00,000
13. Proposed Budget over two years (5+12):	Rs. 10,00,000

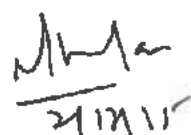
- (ii) IGIDR provide financial support to the maximum extent of Rs. 10,00,000/- (Rupees Ten Lakh Only). This amount is inclusive TDS and service tax as applicable.
- (iii) On signing of this MOU, a sum of Rs.5,00,000/- (Rupees Five Lakh Only) will be remitted by the IGIDR to AUD. The remaining amount will be released subject to continuation of the grant from Sir Dorabji Tata Trust & Allied Trusts (SDTT&AT) and satisfactory progress in the research study. As part of the reporting requirement the Principal Investigators required to submit a detailed progress report every six months.

4. OBLIGATIONS OF IGIDR

- (i) IGIDR agrees and covenants as under:
- (a) IGIDR shall provide AUD, financial support as per the clause 3 in the manner provided thereunder;






21/11/11

(b) IGIDR shall provide all available technical inputs and at all times make available the assistance of personnel's to carry out the activities of the said Project.

5. MUTUAL COVENANTS

(i) The parties mutually agree and covenant as follows:

(i) That the parties will not divulge or disclose to any third party, the particulars and details of the said Project or any technical data, know-how, research material or other information that they have obtained whilst working on the said Project;

6. FORCE MAJUERE

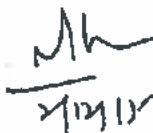
(i) It is clearly understood that in the event of any circumstance like flood, fire, earthquake, civil disturbances, tempest or any other events beyond the control of either of the parties, they shall be relieved of their mutual obligations under these presents during such period.

7. ARBITRATION AND JURISDICTION

(i) In case of dispute or difference at any time between the parties hereto as the construction, meaning or effect of this MOU or any clause or thing contained therein or the right and obligations of any of the parties hereto, the same shall at first be attempted to be resolved by discussions between the parties failing such resolution, the same shall be referred to the Arbitration to be held at Mumbai in accordance with the provisions of Arbitration and Conciliation Act, 1996 or any re-enactment or modifications thereof. The Courts at Mumbai alone shall have exclusive jurisdiction to entertain the same.





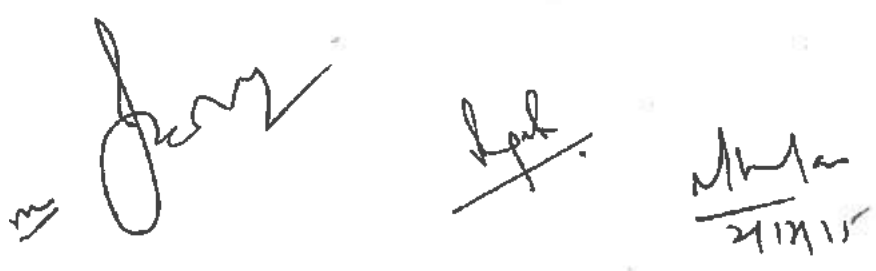


7. Travel, field and report writing expenses:	Rs. 1,20,000
8. Stationery, equipment, etc:	Rs. 50,000
9. Secretarial Assistance	Rs. 30,000
10. Cost of Faculty (Principal Investigator) time	Rs. 1,50,000
11. Institutional overheads	Rs. 70,000
12. Sub Total:	Rs. 5,00,000
13. Proposed Budget over two years (5+12):	Rs. 10,00,000

- (ii) IGIDR provide financial support to the maximum extent of Rs. 10,00,000/- (Rupees Ten Lakh Only). This amount is inclusive TDS and service tax as applicable.
- (iii) On signing of this MOU, a sum of Rs.5,00,000/- (Rupees Five Lakh Only) will be remitted by the IGIDR to AUD. The remaining amount will be released subject to continuation of the grant from Sir Dorabji Tata Trust & Allied Trusts (SDTT&AT) and satisfactory progress in the research study. As part of the reporting requirement the Principal Investigators required to submit a detailed progress report every six months.

4. OBLIGATIONS OF IGIDR

- (i) IGIDR agrees and covenants as under:
- (a) IGIDR shall provide AUD, financial support as per the clause 3 in the manner provided thereunder;



 Three handwritten signatures are present. The first signature is on the left, the second is in the middle, and the third is on the right with the date '21/11/15' written below it.


8. **AMENDMENTS**

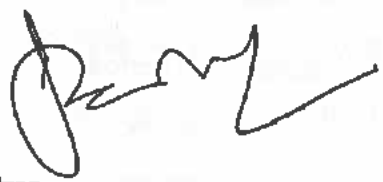
(i) No provision of this MOU may be amended, modified or otherwise changed, other than by an instrument in writing duly executed on behalf of the parties to this MOU. Any changes can only be implemented after mutual discussions and a written agreement.

9. The Parties have executed this MOU in duplicate by their respective and duly authorized representatives, to be effective as of the first date written above.

ACCEPTED & AGREED


Registrar 21/11/15
Ambedkar University Delhi


Dr. Sumangala Damodaran
Associate Professor and
Principal Investigator
School of Development Studies
Ambedkar University Delhi

x 
Registrar
Indira Gandhi Institute of Development Research
Mumbai
Date

Account Holder: AMBEDKAR UNIVERSITY DELHI
Bank Name: IDBI BANK
Account No: 1338104000000523
Branch Name: IDBI Bank Ltd.
FSC Code: IBKL0001338
MICR Code: 110259063
Account Name: AMBEDKAR UNIVERSITY DELHI
Bank Address: 13, ALIPUR ROAD
CIVIL LINES, NEW DELHI - 110054

MEMORANDUM OF UNDERSTANDING

Between

MOBILE CRECHES

And

CECED, Ambedkar University, Delhi

This Memorandum of Understanding (MOU) is between MOBILE CRECHES, having its registered office at DIZ Area, Sector-IV, Raja Bazaar, New Delhi-110001, a direct Grantee of Grand Challenge Canada and Centre for Early Childhood Education and Development (CECED), Ambedkar University Delhi, Lothian Road, Kashmere Gate Campus, Delhi-110006 (hereinafter called CECED) hereinafter called the "Subgrantee of Mobile Creches for Working Mothers Children for the Project for conducting the Impact Evaluation of the project titled 'Saving Brains; Changing Mindsets'.

Your organization has been selected to participate in this Project at our discretion. You may not make any statement or otherwise imply to donors, investors, media, the general public or any other party that you are a direct Grantee of Grand Challenges Canada. You may state that Mobile Creches for Working Mothers Children is a grantee of Grand Challenges Canada and that you are a subgrantee or subcontractor of Mobile Creches for Working Mothers Children for the Project. You are subject to the same grant clauses as the original grant to Mobile Creches for Working Mothers Children. This subgrant agreement is subordinate to the original grant to Mobile Creches for Working Mothers Children by Grand Challenges Canada. By signing this agreement, you admit notice of the original grant to Mobile Creches for Working Mothers Children by Grand Challenges Canada. To this extent that this subgrant agreement conflicts in any way with the obligations of the Grantee under the original grant agreement the Grantee shall act in accordance with its obligations under the original grant agreement and may modify the terms of the subgrant agreement without the subgrantee's consent to ensure that they are consistent with the terms of the Grant Agreement."

The grantee will constitute a Research Advisory Committee (RAC) who will meet bi-annually. Members of the RAC will be experienced researchers from higher education institution or Research institutes. They will provide guidance on the research design and the ethical


Registrar
Shant Bhatia, D.S.R.
Ambedkar University, Delhi

principles to be followed on this Project 'Saving Brains; Changing Mindsets' funded by Grand Challenges Canada to the Grantee Mobile Creches for Working Mothers Children".

Prof. Venita Kaul is a
(Insert name of individual)

Principal Investigator:
(Insert name of role)

Dr. Monimalika Day is a
(Insert name of individual)

Co- Principal Investigator
(Insert name of role)

Preeti Mahalwal is a
(Insert name of individual)

Co-Investigator
(Insert name of role)

General Conditions

1. The evaluation shall be conducted by the Grantee within the specified period, which is
- 1st Jan 2015- 31 Dec 2016 of two years.
2. Research design- As per the enclosed proposal *Annexure I*.
3. Time Frame of the activities

S. No.	Activities	Timeline
	Study 1: The impact of Mobile Creche intervention	
1	Selection and development of tools	Jan-Mar'15
2	Piloting of tools	Mar-Jun'15
3	Baseline for the cohort (as there is less season specific movement of the workers it is expected that there will be peak attendance)	July-Aug'15
4	Data Analysis and Baseline report writing	Sept'15 to Dec'15
5	Final submission of baseline report	31st Jan'16
6	Intervention	Sept'15 to Aug'16
7	Midline	Feb'16 to March'16
8	Data Analysis and Baseline report writing	April'16 to May'16
9	Final submission of midline report	30th June'16
10	End line	July-Sept'16
11	Data Analysis and report writing	Oct-Nov'16
12	Final submission of report	31st Dec'16
	Study 2: The process of scaling up and effects of technical assistance	
	<i>Quality Assessment on 20 creches run by NGOs</i>	

M. B. Singh

21 PAGE

Dr. B. R. Anand
Anand University, Delhi
Lothian Road, Kirti Nagar
Delhi-110048

1	Selection and development of topics	Jan-Mar'15
2	Piloting of tools	Mar-Jun'15
3	ECEQAS to be done at the 20 centres	April'15 to Mar'16
4	Draft report on Quality Assessment on 20 creches run by NGOs	15th Jan 16
5	Final report on quality assessment of 20 creches	30th June'16
	<i>Case Studies of two programs</i>	
6	Data analysis and Report writing of case studies	Oct-Dec'16
7	Final submission of two case study reports	31st Dec'16

4. The Granter shall bear the expenses of this evaluation as per the specified budget. The specified total budget for Evaluation is INR 40, 16,100/-.

Budget for the first year is INR 1,983,300/- and for second year is INR 2,032,800/- as specified in *Annexure II* and the payment schedule is as follows:

Particulars	Payment Schedule	Amount in Rs. (inr)	Time period
On Signing of MOU	50% of total amount of 1 st year	9,91,650	Jan 2015
On Finalization of tools	30% of total amount of 1st year	5,94,990	June 2015
End of baseline data collection	20% of total amount of 1st year	3,96,660	September 2015
	TOTAL 1st year	1,983,300	
On Completion of Baseline Report	50% of total amount of IInd year	10,16,400	January 2016
On Completion of Midline Report	30% of total amount of IInd year	60,9840	June 2016
Submission of Final Report	20% of total amount of IInd year	406560	December 2016
	TOTAL IInd year	2032800	

5. Any un-utilized amount left from the budget from first year will be carried forward in the next year for the purpose it has been sanctioned. 10% of the un-utilized budget head-wise can be utilized within the line items.

6. Grantee is expected to arrange their work plans in such a way as to enable them to accomplish the objectives of the contract in the most timely and economical manner possible.

M. Bajaj

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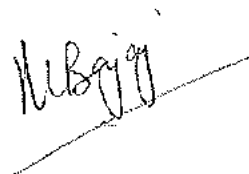
Registrar
Bhagat Ratna Dr. B. R.
Ambedkar University, Delhi
Lothian Road, Kirti Nagar
Delhi 110001
Website: www.bru.ac.in

7. The Grantee has full responsibility for personnel and finances for internal staff associated with the project.

It is understood between Grantee and Granter that all information acquired by the Grantee in the course of executing the assignment is confidential and may not be divulged to others without prior permission from the Granter, in writing. In particular, any report prepared by the Grantee or photographs displayed as a result of this contractual obligation must be cleared by the Granter before releasing to anyone outside the Jurisdiction of the Granter.

8. It may be noted that Granter does not provide any insurance coverage for its consultants and its staff and cannot be held responsible for any accident or other incident.
9. In the event of a breach of this MOU by a Party (the "Breaching Party"), the other Party may notify the Breaching Party of such breach. A Breaching Party shall have thirty (30) days, commencing upon the date notice is delivered to the Breaching Party, to cure the breach or otherwise satisfy fully any outstanding obligations under this MOU, unless the non-breaching party agrees to extend this right to cure. Failure to cure such breach within the period to cure shall give rise to a right in the other Party to terminate this MOU.
10. Either Party may terminate this MOU, for any or no reason upon giving thirty (30) days written notice to the other Party, and the Parties agree to engage in a reasonable negotiation regarding the winding up of the collaboration.
11. In case of any dispute resulting from or related to this MOU, the Parties agree to attempt to resolve such dispute amicably, and shall escalate within their respective organizations, any such dispute.
12. The MOU shall be governed as per the laws of Republic of India.
13. This MOU is not intended, nor should anything herein be construed, to create the relationship of partners, joint ventures, principal and agent, employer and employee, or other fiduciary relationship between the parties hereto.
14. This MOU constitutes the entire, integrated agreement of the parties about the subject matter of this MOU and any previous agreements, understandings, and negotiations on that subject cease to have any effect.
15. Nothing herein is intended nor shall be construed as creating an exclusive arrangement between the parties. This MOU shall not prevent the Parties from carrying out individually or in cooperation with a Third Party, research in the areas covered in this MOU.
16. The terms of relaxing the above mentioned MOU shall be decided and agreed on mutually.

On _____ this MOU has been signed by both the authorized signatories of Granter and Grantee for having bound themselves and their successors with the terms as mentioned in the above MOU and the Budget attached to this MOU.



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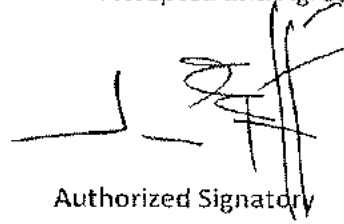
Registrar
Bharat Ratna Dr. B.R. Ambedkar University
Lodhian Road, Kashmere Gate
Delhi-110006

Accepted and Agreed




Authorized Signatory
MOBILE CRECHES

Accepted and Agreed



Authorized Signatory
CECED, Ambedkar University, Delhi



Registrar
Bharat Ratna Dr. B. R.
Ambedkar University, Delhi
Lodhi Road, Kashmere Gate
Delhi-110005
Website: www.ambu.ac.in

RESEARCH DESIGN FOR IMPACT EVALUATION OF THE PROJECT TITLED 'SAVING
BRAINS; CHANGING MINDSETS'

Project Description

India witnesses 3 million children belonging to families of migrant workers at its construction sites, who do not have access to services pertaining to adequate health care, nutrition, safe environment, basic stimulation, nurturing and even breast feeding. Construction Industry in India is the second largest employer, agriculture topping the chart. It absorbs almost 30 million workers, two third of whom are unskilled and more than half live below the poverty line.

Children of these workers who mostly belong to the floating labor force end up at the construction site for lack of any other place of residence. These migrant children at the construction sites are irrelevant to the businesses and invisible to the governments. Maternity support/benefits for women working on these sites and crèches for young children barely exist despite there being a clear need for the same.

The ones at the receiving end and the worst hit in this entire scenario are the young children who end up loitering around in unsafe and unhygienic surroundings in dearth of physical care, emotional nurturing and mental stimulation. They are subject to incomplete immunizations, no exclusive breast feeding, water borne diseases, and malnourishment not forgetting disrupted schooling, which has a life term impact on them.

Mobile Creches (MC) works with construction companies to create and facilitate the infrastructure needed for crèches (early childcare for children 0-6) including breastfeeding support and basic antenatal/postnatal care for mothers, improved nutrition, immunization and basic healthcare for children, including a high-quality all-day childcare and hence creating better employment conditions.

Since 1969, Mobile Creches has demonstrated these crèches in partnership with builders/contractors. It has also proven ability to transfer operational capability to builders with on-going technical assistance. This particular model of facilitating services was not feasible with some builders as they don't foresee this as their expertise and thus need NGOs like Mobile Creches to run it for them. In order to scale-up, MC will build other NGOs to supplement the demand side and to deliver holistic childcare program for young children of migrant construction workers especially w.r.t construction happening outside Delhi NCR.







Registrar
Dharat Ratna Dr. B
Ambedkar University
Lohian Taluk, Karnal
Delhi-110015
Website: www.dru.ac.in

By transferring knowledge, skills and systems of the entire process of operations to NGOs as to how to provide childcare facilities to children of poor migrant workers, MC shall increase the number of groups who are efficiently able to deliver these services and thereby also increase the outreach. It shall also cater to supporting new industry standards.

MC shall negotiate with builders for space, infrastructure and partial finance for establishment of childcare centers at their project sites. It will train NGOs to run the program, with monitoring and other technical support. MC shall engage the communities to impart better childcare practices and work with an academic team to assess impact on child development outcomes at MC demonstration centers.

By the end of the project period, MC targets to have trained 150 NGO workers of 10-15 NGOs to run 30 Creches in partnership with 10-12 builder partners to deliver childcare services at construction sites. These childcare services will serve an additional 5000 under 6 children at construction sites.

Objectives of the Study

- To investigate the impact of the services offered by Mobile Creche in their demonstration centres for young children and their families.
- To document the process of scaling up and its effects on the quality of early childhood programs developed by the of NGOs.

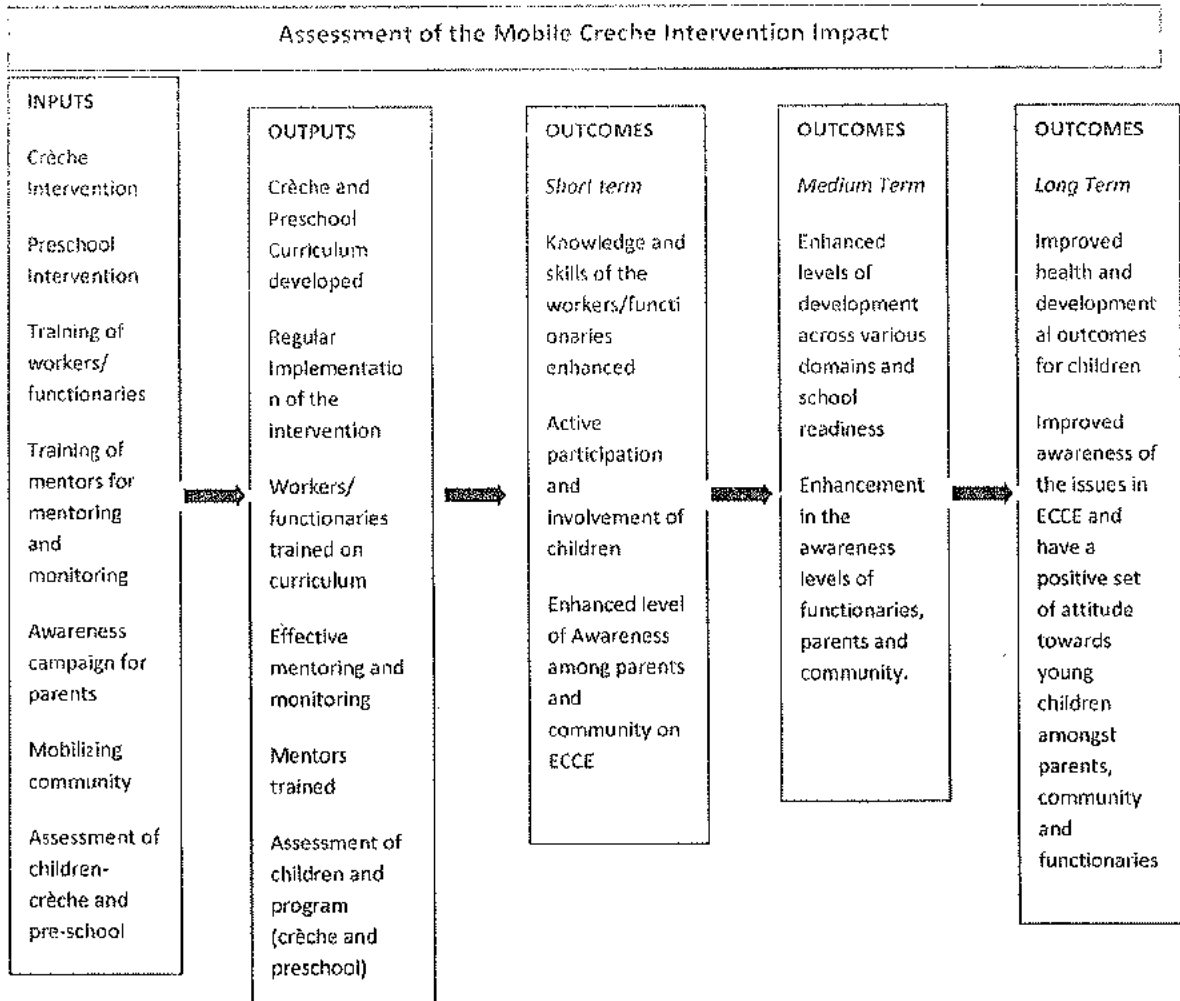
Research Questions:

1. What is the impact of the services provided by Mobile Creche demonstration centres in slum areas and construction sites on young children (6 months to 5 years) and families?
 - 1a. To what extent do children and families participate in the Mobile Creche demonstration sites?
 - 1b. How does participation in the Mobile Creche effect young children growth and development?
 - 1c. How does participation in the Mobile Creche demonstration centers influence attitudes, knowledge and behaviours of family members and the community?
2. What are the different mechanisms through which Mobile Creche transfers knowledge and skills to two groups of NGO's?
 - 2a. How does the technical assistance provided by Mobile Creche influence the services provided to young children by the NGO's?
 - 2b. How does the quality of the early childhood program change as a result of the technical assistance provided by Mobile Creche?

The logic model:

We propose to develop a detailed logic model in consultation with experts from Mobile Creche to clearly capture the theory of change. The advantage of doing a logic model is that it is more rigorous and discusses the inputs, processes, outputs and outcomes. In this study,

we will aim to capture the level of participation, the immediate outcomes, and some of the intermediate outcomes.



Research Design for the quantitative study:

Two major studies will be conducted to address the research questions. The first project will investigate the impact of the Mobile Creche intervention on young children and their families. The second project will focus on documenting the process of scaling up and its effects on the quality of early childhood services provided by NGOs. Both quantitative and qualitative research methods will be used to address the research questions. Overall, the credibility of the study will be enhanced through data triangulation.

Study 1: The impact of Mobile Creche intervention

This performance of the two intervention groups in MC (Creche in urban slums and construction sites) will be compared to a control group (5-6 construction sites where MC has not started off with the intervention yet). The developmental progress of children between

the ages of 6 months and 5 years who attend the Mobile Creche demonstration centres will be compared with those who have not attended the program (control group). The control group will allow us to document the changes that would occur naturally due to maturation and study the effects of the different interventions

Group A: MC has opened 3 creches in urban slums in October 2014. The population in these centers are like to be more stable compared families engaged in construction work. Each center will have approximately 30 to 40 children. Given the small population we will include all the children in the study and expect to have 100 to 120 children in this group.

Group B: MC runs 15 demonstration centers at different construction sites. Approximately 90 children are enrolled at each centre. A total of 30 children between the ages of 6 months to 5 years will be selected through systematic randomized sampling to participate in the study from each centre. We will explore the possibility of stratified random sampling or cluster sampling to get the best representative sample and the comparable population. Children will be divided into three age groups (6 months to below 3 years, 3- 4 years and 4 to 5 years). We will select 10 children per sub –stage at each centre. Therefore a total of approximately 450 children will be included in this experimental group.

Group C: Children for the control group will be selected from the construction sites where MC has not yet opened a program. Approximately 170 children (30% of the experimental group) will be selected from the construction sites where MC has not opened a program. The control group will be divided into the three sub stages. Each sub stage will have approximately 57 children in the control group. The control group will be drawn from communities which do not have a MC centre to prevent spill over effects. Target children will be selected based on the age groups and other demographics.

A quasi experimental pre post design will be applied to collect data on growth and developmental outcome of the children in the three groups. The quality of the programs will be ascertained by ECEQAS (Early Childhood Education Quality Assessment Scale).

Groups	Group A	Group B	Group C
Type of intervention	Creche in urban slums	Crèche in constructions sites	Construction sites no intervention
Number of centers	3	15	5-6 (
Number of children	120	450	170

We will collect data on the background of the sample children through household survey just before collecting baseline data on developmental outcomes. Baseline data will be collected at the start of the study. Subsequently, midline data will be collected after 6 months of intervention. The Endline will be conducted after one year of intervention. Individual and household data will be collected on each child during the baseline data collection. The dosage of intervention will be ascertained by attendance data maintained in the demonstration centres.

Tools for the study

Tools	Constructs to be measured
ASQ Inventory	Child outcomes(6 months to 5 years)
School Readiness Instrument (SRI)	School readiness of children (4 to 5 years)
Early Childhood Education Quality Assessment Scale (ECEQAS)	Classroom Environment for Preschools Adapted version will be used for infants and toddlers
Household Survey	Assess the home environment

Study 2: Scaling up and effects of technical assistance

Mobile Creche plans to offer technical assistance to NGOs. These organizations will receive training and supervision. The process of scaling up will be documented primarily using qualitative research strategies. The effect on the quality of services delivered will be documented by the environment rating scale.

Qualitative techniques such as observations, interviews and document analysis will be applied to document the process of scaling up. Semi-structured questionnaires will be used to document the effects of the training. In addition, a few administrators and practitioners will be interviewed to understand how the technical assistance NGOs receive from MC influences their ability to provide services to young children. The quality of the 20 centres will be assessed before and after nine months of intervention using the ECEQAS.

Additionally, two case studies will be conducted. One centre will be selected from the MC demonstration program, and one program from NGOs will be selected for intensive study over a period of nine months. This prolonged engagement will allow researchers to conduct an in-depth study and report on the nature of transformation that occurs and the relationship between different factors. These case studies will provide valuable insights on the process of intervention and its relationships with the outcome.

The data collection can be encapsulated at three levels

- Process evaluation
- Outcome evaluation both quantitative and qualitative
- Survey of Home Environment

Time Frame and scheduling of the study:

S.No.	Activities	Timeline
	Study 1: The impact of Mobile Creche intervention	
1	Selection and development of tools	Jan-Mar'15
2	Piloting of tools	Mar-Jun'15
3	Baseline for the cohort (as there is less season specific movement of the workers it is expected that there will be peak attendance)	July-Aug'15
4	Data Analysis and Baseline report writing	Sept'15 to Dec'15

M. B. G. G.
[Signature]

5	Final submission of baseline report	31st Jan'16
6	Intervention	Sept'15 to Aug'16
7	Midline	Feb'16 to Marc'16
8	Data Analysis and Base Line report writing	April to May, '16
9	Final submission of midline report	30th June'16
10	Endline	July-Sept'16
11	Data Analysis and report writing	Oct-Nov'16
12	Final submission of report	31st Dec'16
	Study 2: Scaling up and effects of technical assistance	
	<i>Quality Assessment on 20 creches run by NGOs</i>	
1	Selection and development of tools	Jan-Mar'15
2	Piloting of tools	Mar-Jun'15
3	ECEQAS to be done at the 20 centres	April'15 to Mar'16
4	Draft report on Quality Assessment on 20 creches run by NGOs	15th Jan'16
5	Final report on quality assessment of 20 creches	30th June'16
	<i>case studies of two programs</i>	
6	Data analysis and Report writing of case studies	Oct-Dec'16
7	Final submission of two case study reports	31st Dec'16

M. B. Singh

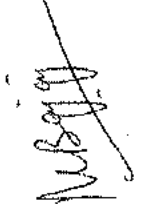

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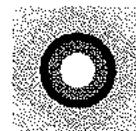


Registrar
 Bharat Ratna Dr. B. R.
 Ambedkar University, Delhi
 Lohian Road, Kashmere Gate
 Delhi-110006
 Website : www.aud.ac.in

Budget CECED for conducting Impact Evaluation of the project titled "Saving Brains; Changing Mindsets"

S.No.	Item of expenditure	Unit Price	Year 1 (INR)	Year 2 (INR)	Total (INR)	Brief description
	Sub-grant/contract 1: CECED					
	PERSONNEL					
1	Principal Investigator 1	NA	NA	NA	NA	Associate Professor will be supported by AUD. @10% of her time to advise on technical aspects of the research such as data collection, data analysis and report writing
2	Project Associate-1	40250	483,000	483,000	966,000	Will be appointed for 2 years. Responsible for overall project coordination. Tasks will include supervision of tools to be developed, planning and conducting data collection and analysis, and report writing. This person will supervise the project assistants and report to the faculty members.
3	Project Assistant-2	25000, 12500	300000	480000	780,000	One will be appointed for 2 years and another one for a year. Tasks include, development of tools, data collection, supervision of field investigators, data cleaning and entry, and data analysis to some extent.
4	Field Investigator (12 people for 2-4 months approx.)	15000	180000	360000	540,000	
5	Statistical Analysis	75000	30000	45000	75,000	
	CONSULTANTS					
5	Consultancy		25,000	25,000	50,000	This allows us to hire researchers at the project associate level who may not be available for full time work especially for documentation of the scaling up process and to conduct the case studies.
7	RAC Meetings (bi-annually)		30,000	30,000	60,000	
	TRAVEL					
8	Field work (local & National)	0	500000	300000	800,000	
	DIRECT SUPPLIES					
9	Direct Supplies	50000	50000	50000	100,000	Includes Stationery, printing, photocopy etc.
	EQUIPMENTS					
10	Translation and transcription		50000	50000	100,000	
11	Equipment	130000		0	130,000	
12	Contingency	25000	25000	25000	50,000	
	Total		1,803,000	1,848,000	3,651,000	
13	Overhead Charges (@10%)		180300	184800	365100	To be paid to AUD
14	Grand Total		1,983,300	2,032,800	4,016,100	



 Registrar
 Bharat Raina Dr. R. R.
 Ambedkar University, Delhi
 Lohian Road, Kirti Khera Gate
 Delhi-110005
 Website: www.aud.ac.in



**Bernard
van Leer**
FOUNDATION

Ms Sumati Kumar
Registrar
Centre for Early Childhood Education Development
Ambedkar University Sector-9
Dwarka New Delhi 110077
NEW DELHI
India

The Hague, 6 July 2012
INA-2012-027

GRANT LETTER

Dear Ms Kumar,

I refer to your application to the Bernard van Leer Foundation for financial and technical support for the project Communication Support for Longitudinal Study Impact EL, registered by the Foundation under INA-2012-027 and confirmed to you by letter of 5 July 2012.

The outcome(s) to be achieved in this grant is/are:

- a) Increased awareness about the need for quality preschool education among policy makers, educators and media;
- b) Policy makers and others will access and use the research data to advocate for policies on early childhood education.

The project will have a duration of 12 months.

Commitment

I am pleased to inform you that the Bernard van Leer Foundation will commit a maximum of EUR 40,000 (forty thousand Euro) to implement this project. The decision was taken on the understanding that the application referred to above, and elaborated in subsequent communications, shall, together with this letter and its annexes, constitute the basic agreement between the Bernard van Leer Foundation and Centre for Early Childhood Education Development.

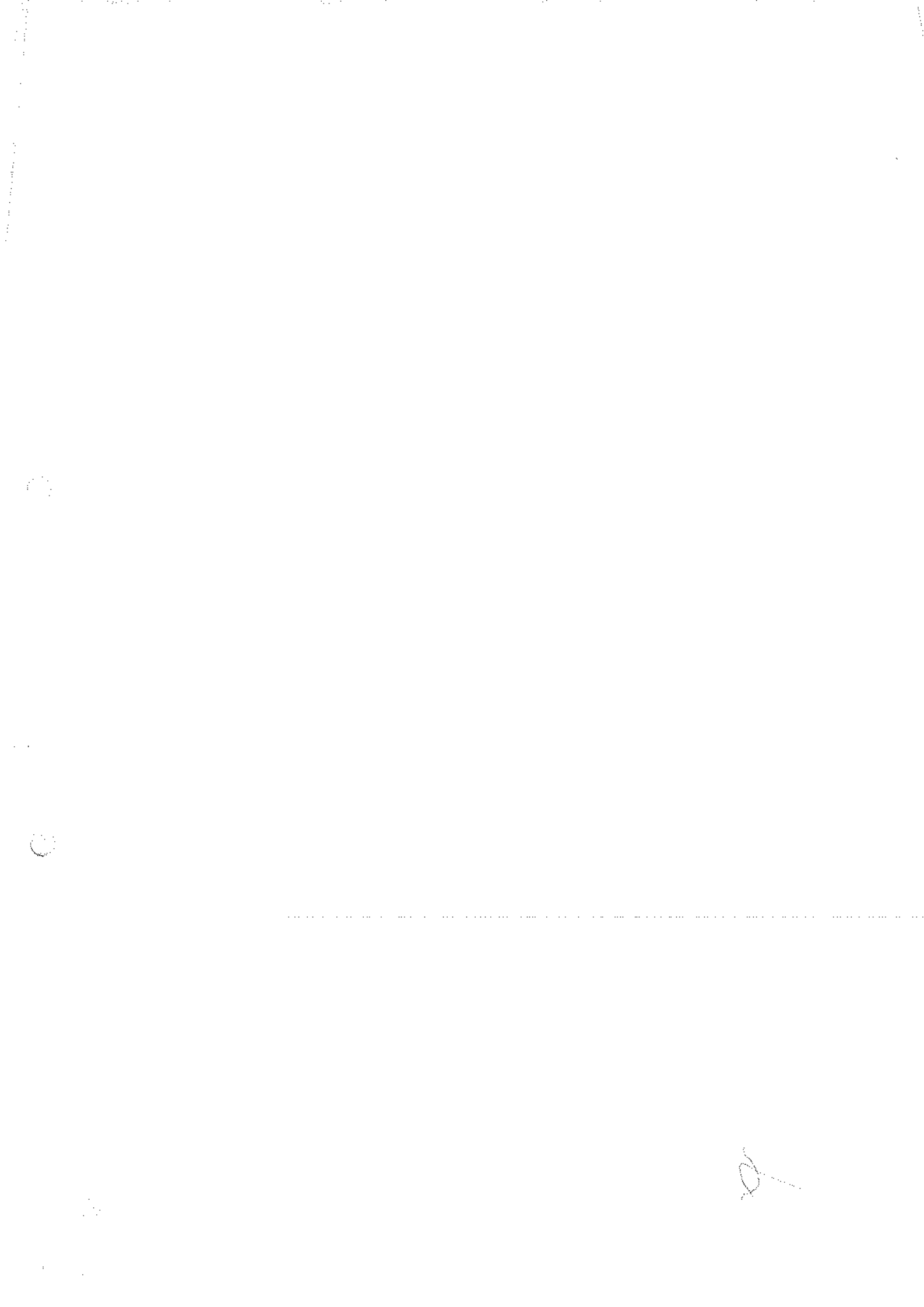
Conditions of Payment

The Foundation will pay by instalment(s) as indicated in Annex I.

Payment of the first instalment is conditional on receipt by the Foundation of a copy of this letter, signed on behalf of the Partner organisation, stating the date the project will begin and details of the bank account into which payments should be made.

Instalments are conditional on receipt and approval by the Foundation of the documents as shown in Annex I. The Foundation's approval will be confirmed in writing.

Your attention is also drawn to clause 7 of the Terms of Grant (Annex II) stipulating the Partner organisation's obligation to acknowledge the receipt of instalments paid by the Foundation. Following release of instalments, the Foundation will issue a Confirmation letter (Instalment), which the Partner organisation should acknowledge and return to the Foundation.





Terms of Grant

The attached Terms of Grant (Annex II) define the remaining conditions of the Foundation's co-operation and are part of this agreement. It is to be understood that at the Foundation's level all financial documents will be assessed on the basis of the approved budget proposal (Annex III):

- o
- o
- o

Lisa Jordan
Executive Director



To record agreement with the terms and conditions contained in this Grant Letter and its annexes, you are requested to sign and date both copies of this letter and return one to the Foundation.
Following receipt of this signed Grant Letter, the Foundation will issue a brief in which it will explain in more detail relevant administrative procedures and guidelines for reporting.
The Bernard van Leer Foundation is pleased to co-operate with Centre for Early Childhood Education Development in this project.

6.9

6

6.9

Signed for Agreement

Name SUMATI KUMAR
Title REGISTRAR
Signature *Sumati Kumar*
Date

Starting date of the project 01-08-2012

Bank Information

Name of bank CANARA BANK
IFSC Code CNRB1002881
SWIFT Code CNRBINBBDFM
Address of Bank SECTOR - 6 DWARKA
Postal code/City NEW DELHI - 110075
Country INDIA

Project Information

Bank account number 288110104066
Account type EURO or (Local Currency) (Please circle)
Name of account holder SUMATI KUMAR (REGISTRAR)
Address of account holder BHARAT RATAN D. B. R. AMBEDKAR UNIVERSITY
Postal code/city PLOT No. 9 IIT CAMPUS SECTOR - 9
Country DWARKA NEW DELHI - 110077 INDIA

Confirmation Letter (Instalment)

Name of addressee SUMATI KUMAR
E-Mail Address of addressee sumat@aud.ac.in

Scheme of the Foundation's Contributions

to
 Centre for Early Childhood Education Development
 for
 Communication Support for Longitudinal Study Impact Et

Instalment no.	Payment due*	Amount EUR	Conditions
1	0	40,000	Acceptance of Grant Letter
Total:		40,000	

* In month(s) after starting date

TERMS OF GRANT

Partner organisation : Centre for Early Childhood Education Development
Project title : Communication Support for Longitudinal Study Impact EL

General Terms

1. The Foundation reserves the right to cancel this agreement and ask for the refund of any money released if the project does not become operational within one year.
2. Changes in the project's programme and budget, as agreed, may be undertaken only with the Foundation's explicit written authorisation.
3. If the development of the project or the conditions under which it operates are, in the opinion of the Foundation, unsatisfactory, the Foundation reserves the right to terminate this agreement, cancel all outstanding commitments and ask for the refund of any unspent monies paid to the Partner organisation.

Financial Terms

4. The Partner organisation is to acknowledge - within two months after receipt of any payment - the date of receipt and the amount entered into the project's account. The Foundation reserves the right to fulfil its basic financial commitment to the Partner organisation in a different currency than that mentioned in the Grant Letter.
5. Any money remaining from the Foundation's contribution on termination of this agreement will revert to the Foundation.

Final reporting and accounting

6. Within three months of the termination of this agreement the Partner organisation is to submit to the Foundation the last year's financial statement as well as a report on the work of the project including the outcome of the evaluation. If not produced in the English language, this should be accompanied by a summary in English.

Sharing of information and experience

7. The parties agree that the Partner organisation shall own the copyrights on all materials created by, or on behalf of, the Partner in relation to the Project, such as publications, audio-visual and multimedia (hereafter: 'Copyright Materials'). However, the Partner organisation herewith grants the Foundation an irrevocable, world-wide and non-exclusive license for the duration of the Copyright Materials in any and all forms, including internet, audio-visual and multimedia, in order to help attain the objectives of the Foundation. This license is free of charge. It includes the possibility for the Foundation to grant sublicenses to third parties to freely use or copy the Copyright Materials in relation to the Foundation's objectives. The Foundation and its sublicensees are allowed to change the material in any and all forms. The Partner organisation guarantees that the Foundation and its sublicensees are allowed to use all Copyright Materials and that no rights of third parties, including portrait rights, are violated. Upon termination of this agreement the license will maintain.
8. Any and all written external information and Copyright Materials should state 'with the support of the Bernard van Leer Foundation'.
9. The Partner organisation agrees that any and all royalties it may derive from any or all of the Copyright Materials shall be used to further the aims of the project for which it received a grant from the Foundation and that it shall consult the Foundation prior to concluding any agreement pursuant to which it shall receive such royalties.

Foundation's name and logo

10. In no case may the Partner organisation use the name 'Bernard van Leer Foundation', except as detailed in clause 9, or the Foundation's logo in any manner or for any purpose unless the Foundation's prior written consent has been obtained. This is because using the Foundation's name or logo would suggest ownership, control or responsibility on the part of the Foundation.

Liability

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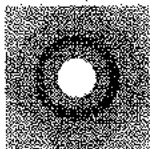
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13. All disputes arising in connection with the terms and conditions of the Grant Letter and its annexes shall be finally settled under the Rules of Conciliation and Arbitration of the International Chamber of Commerce by one or more arbitrators appointed in accordance with the said Rules.

Choice of Law

14. This Grant Letter and the rights and obligations of the parties thereunder are governed in all respects by the law of the Netherlands.





**Bernard
van Leer
FOUNDATION**

CECED BUDGET 2012-2013
Bernard van Leer Foundation

SI no	Particulars	Amount (in Euros)
	Case study for longitudinal study (Mother Tongue based early childhood education in Odisha)	10000
2	Communications	
	Communications toolkit & consultancy	25000
3	Administration	5000
	Total	40000

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②

③



Bernard van Leer
FOUNDATION

The Hague, 6 July 2012
INA-2012-027

GRANT LETTER

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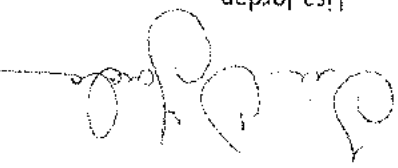
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Lisa Jordan
Executive Director

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TERMS OF GRANT

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Project title : Communication Support for Longitudinal Study Impact EL

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Foundation's name and logo

Annex I
 Part of Grant Letter
 Dated 6 July 2012
 INA-2012-027

SCHEME OF THE FOUNDATION'S CONTRIBUTIONS

to
 Centre for Early Childhood Education Development
 for
 Communication Support for Longitudinal Study Impact EL

Instalment no.	Payment due*	Amount EUR	Conditions
1	0	40,000	Acceptance of Grant Letter
Total:		40,000	

* in month(s) after starting date

PO Box 42324
 2504 EA The Hague
 The Netherlands

T +31 (0)70 331 22 00

Trade Register The Hague 4137262

beheer@vanheest.org

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Choice of Law

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CECED BUDGET 2012-2013
Bernard van Leer Foundation

Bernard
van Leer
FOUNDATION



Annex III

SI no	Particulars	Amount (in Euros)
	Case study for longitudinal study (Mother Tongue based early childhood education in Odisha)	10000
	2 Communications	
	Communications toolkit & a consultancy	25000
	3 Administration	5000
	Total	40000

Collaboration Agreement

Between

Dr. B.R. Ambedkar University, Delhi

And

Yale University

This Agreement is between Yale University, hereinafter called the "Granter" and Centre for Early Childhood Education and Development (CECED), Ambedkar University, Delhi, hereinafter called the "Grantee" for conducting the project titled 'Early Childhood Development for the Poor: Impacting at Scale'.

General Conditions

- The study shall be conducted by the Grantee within the specified period, which is 1st October, 2013 to 31st March, 2014 (Preparatory Phase) and from 1st April 2014 to 31st March 2015 (Project Phase). The grantee will carry out the following tasks between 1st October, 2013 to 31st March, 2015.

Sl.No	Tasks	Timelines	Deliverables
MAIN STUDY			
1.	Preparatory phase involving desk review for the development of curriculum	October 2013- December 2013	Draft Curriculum
1.	Finalizing individual curriculum with Sally Grantham McGregor	January 2014	Individual curriculum
2.	Develop a Group Curriculum and TLM with Sally Grantham McGregor based on the individual curriculum	March, 2014	Group Curriculum
3.	a) Training of Supervisors for pilot phase b) Develop training manual for Supervisors (Individual Curriculum) c) Training of supervisors on individual curriculum	April, 2014 July, 2014 November, 2014	Training manual and training on individual Curriculum
4.	a) Develop training manual for	July, 2014	Training manual and

Supervisors (group Curriculum)		
b) Training of supervisors on group curriculum	November, 2014	training on group curriculum
c) Training on Assessment tools	September- December 2014	
5. Monitoring training of home-visitors/ Group Leaders	May 2014- February, 2015	Monitoring visits
6. Monitoring of home-visits/ Group Sessions	May 2014- February, 2015	Monitoring visits

2. The Granter shall bear the expenses of this study

3. Invoice shall be directed to:

Patricia A Brown
Admin Director Economics
Yale University
patricia.brown@yale.edu OR
Economics Administration
PO BOX 208268
New Haven, CT 06520-8268

4. a) The specified budget is INR 17,89,700/- as specified in *Annexure I* and the payment schedule is as follows.

Particulars	Payment Schedule
On Signing of Agreement	30% of total amount
Delivery and approval of Individual Curriculum	25% of total amount
Delivery and approval of Group Curriculum	25% of total amount
Development and Delivery of training strategy to supervisors	10% of total amount
Monitoring training of Home visitors / Group Leaders	10% of total amount

b) The airfare (to and fro) for 2 people for 2 visits to London and accommodation for 2 people during the two visits (14 days total) will be arranged by the Granter separately and cost will also be covered by Granter. The specified budget as mentioned above does not include this cost. The currency conversion charges as charged by the bank where Grantee will receive the funds will be separately reimbursed by Granter.

c) The non-budgeted activities undertaken by CECEED project staff will be reimbursed by Yale University/ IFS directly to CECEED. The proposed activities and estimated cost of expenditure is specified in **Annexure 2**.

5. Grantee is expected to arrange their work plans in such a way as to enable them to accomplish the objectives of the contract in the most timely and economical manner possible.

6. The Grantee has full responsibility for personnel and finances for internal staff associated with the project.

a. The Granter and Grantee technical and administrative contact are listed below

Granter	Grantee
Technical: Professor Costas Meghir	Technical: Dr. Monimaika Das
Administrative: Patricia Brown	Administrative: Dr. Payal Sah

7. It is understood between Grantee and Granter that all information acquired by the Grantee in the course of executing the assignment is confidential and may not be divulged to others without prior permission from the Granter, in writing. In particular, any report prepared by the Grantee or photographs displayed as a result of this contractual obligation must be cleared by the Granter before releasing to anyone outside the Jurisdiction of the Granter.

8. It may be noted that Granter does not provide any insurance coverage for its consultants and its staff and cannot be held responsible for any accident or other incident arising in relation to or during this contract. Insurance for accidents, medical expenses, theft or other purpose is the responsibility of the Grantee.

9. The Grantee agrees to conduct all its activities under this Agreement in compliance with all applicable laws and regulations, including, without limitation, export control, human subjects' research, anti-terrorism, and immigration laws. In the event that compliance with any such laws conflict-

with the terms of this Agreement of a Statement of Work, the Grantee shall give written notice thereof to the Grantor and the Parties shall consult with the goal of reconciling the applicability of such laws and the terms of this Agreement.

10. In the event of a breach of this Agreement by a Party (the "Breaching Party"), the other Party may notify the Breaching Party of such breach. A Breaching Party shall have thirty (30) days, commencing upon the date notice is delivered to the Breaching Party, to cure the breach or otherwise satisfy fully any outstanding obligations under this Agreement, unless the non-breaching party agrees to extend this right to cure. Notice shall be delivered to the representative or representatives of the Breaching Party as set forth in Section X below. Failure to cure such breach within the period to cure shall give rise to a right in the other Party to terminate this Agreement.
11. Either Party may terminate this Agreement, for any or no reason upon giving thirty (30) days written notice to the other Party, and the Parties agree to engage in a reasonable negotiation regarding the winding up of the collaboration.
12. In case of any dispute resulting from or related to this Agreement, the Parties agree to attempt to resolve such dispute amicably, and shall escalate within their respective organizations, any such dispute.
13. Governing Law. This MOU shall be governed by and construed in accordance with the laws of the State of Connecticut in connection with any activities occurring in Connecticut, and by and in accordance with the laws of the India in connection with activities occurring in India, without regard to principles relating to conflicts of law. Should one of the parties decide to bring a suit or make a claim against the other, such suit or claim shall be brought exclusively in the courts or tribunals of the defending party.
14. The new individual curriculum that will be developed is a direct extension of Sally Grantham McGregor curriculum developed in Jamaica. This

dependence will be recognized in the new curricula. The copyright of the individual curriculum and the group curriculum that will result from this collaboration will be held jointly by Sally Grantham McGregor and CECEO. The granter will have full rights to use both curricula in field interventions. Any use of the curriculum will have to cite explicitly the source.

15. Granter shall have the right to publish the results of the work conducted under this Agreement where it has sole intellectual ownership. Grantee shall have the right to publish the results of the work conducted under this Agreement where it has sole intellectual ownership. Grantee shall provide Granter with a copy of the proposed publication intended for publication. Granter shall be given a period of 30 (thirty) days within which to review the proposed publication and to notify Grantee in writing should Granter believe that such publication contains information which, if published, would result in Granter suffering commercial prejudice. Granter shall then have the option to, within 14 (fourteen) days after such written notification, provide Grantee with an alternative form in which the manuscript may be published, or of delaying the publication. If no response is received within the 30 (thirty) days provided, it is presumed that permission has been granted and Grantee will proceed with the publication.
16. Notwithstanding the above, joint publication between Granter and Grantee is desired and the parties shall act in good faith to facilitate this.
17. Each Party (the "Indemnifying Party") shall indemnify the other Party, and such Party's respective trustees, officers, employees, contractors, students and agents (each, an "Indemnified Party") from and against all actions, claims, costs and demands which may be brought or made against any such Indemnified Party and all loss, damages, costs or other claims for compensation and any reasonable legal or other expenses which are awarded against, incurred by or paid or agreed to be paid by such Indemnified Party arising out of or in connection with (a) the breach by the Indemnifying Party of the terms of this Agreement, (b) the breach by the Indemnifying Party of any law applicable to such Party or its activities, (c) any intentional, willful, or reckless acts of the Indemnifying Party or its respective employees, students, officers, directors, and/or agents. The

Indemnifying Party shall not dispose or settle any claim admitting liability on the part of the Indemnified Party without the Indemnified Party's prior written consent.

- 18. This Agreement is not intended, nor should anything herein be construed, to create the relationship of partners, joint ventures, principal and agent, employer and employee, or other fiduciary relationship between the parties hereto.
- 19. This Agreement constitutes the entire, integrated agreement of the parties about the subject matter of this Agreement and any previous agreements, understandings, and negotiations on that subject cease to have any effect.
- 20. Nothing herein is intended nor shall be construed as creating an exclusive arrangement between the parties. This Agreement shall not prevent the Parties from carrying out individually or in cooperation with a Third Party, research in the areas covered in this Agreement.
- 21. The terms of relaxing the above mentioned MOU shall be decided and agreed on mutually.

On this ---- day of April, 2014 this MOU has been signed by both the authorized signatories of Granter and Grantee for having bound themselves and their successors with the terms as mentioned in the above MOU and the Budget attached to this MOU.

Accepted and Agreed

Donald T. DeYO
April 22, 2014

Authorized Signatory
Yale University

DONALD T. DEYO, Ph.D.
DIRECTOR, CORPORATE CONTRACTS AND
EXPORT CONTROL LICENSING
YALE UNIVERSITY

Accepted and Agreed

Umesh Kumar
April 22, 2014

Director, CECE
Ambedkar University, Delhi

(42)



RESULTS FOR DEVELOPMENT

INDEPENDENT CONTRACTOR AGREEMENT

This Agreement ("the Agreement") is made and effective this date, 20 July 2016:

BETWEEN: Results for Development Institute, Inc. ("R4D")
1111 19th Street NW, Suite 700, Washington, DC 20036

AND: Centre for Early Childhood Education and Development (CECED) ("Contractor")
Ambedkar University Delhi
AUD Admin Block, Room No. 307,
Lothian Road, Kashmere Gate Campus, Delhi-110006

WHEREAS, the Contractor offers unique services and desires to provide R4D with such services; and

WHEREAS, R4D desires to contract for a study of the impact of the Read To Kids project on the attitudes and behaviors of caregivers of young children in New Delhi, India.

NOW THEREFORE, in consideration of the mutual covenants and promises contained herein, the parties hereto agree as follows:

1. GENERAL TERMS AND CONDITIONS

1.1 The general terms and conditions of this Agreement are set forth in Appendix B, attached hereto and incorporated herein by reference.

1.2 Contractor(s) providing services to R4D are required to submit a Consultant Information Form (Appendix D) for the individuals listed as listed as the Contractor in this Agreement and any Key Personnel in paragraph 6. Contractor agrees to complete Appendix D and return it to the program staff listed as the primary point of contact in paragraph 8.1. By signing this Agreement, Contractor confirms receipt of Appendix D and agrees to provide the requested information at execution of this Agreement.

2. STATEMENT OF WORK AND DELIVERABLES ("THE WORK")

2.1 The Statement of Work set forth in Appendix A hereto is incorporated by reference herein ("the Work"). Contractor will furnish all reports and deliverables as set forth in accordance with the terms set forth in this Agreement.

3. PERIOD OF PERFORMANCE


3.1 The period of performance for this Agreement will be from 5 September 2016 ("Commencement Date") to 16 August 2017 ("Termination Date"). The Agreement will terminate on the Termination Date set forth, without further notice to either party, unless extended in writing or terminated early as provided in Appendix B, paragraph 27.

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Project Code: PEARSCLL

Agreement Number: 2016-2179

Revised: 09/01/2015

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अम्बेडकर विश्वविद्यालय दिल्ली
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Lothian Road, Kashmere Gate, Delhi-110006
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176



RESULTS FOR DEVELOPMENT

INDEPENDENT CONTRACTOR AGREEMENT

4. FEES, PAYMENT SCHEDULE AND INVOICING

4.1 Contractor Fee: Subject to the Fees and Reimbursement provisions outlined in Appendix B, paragraph 2 of this Agreement: R4D will pay Contractor \$54,267.28 (fifty-four thousand, two hundred sixty-seven dollars and twenty-eight cents, US currency) as a fee for the Work ("Maximum Fee Amount"), ~~36,57,615~~ INR (Exchange rate Rs.67 as on 19th August 2016))

4.2 Payment: Contractor is not authorized to perform Work, make expenditures or incur obligations that exceed \$60,000; and such amount, unless otherwise specified herein or through a formal contract modification, is the maximum amount for which R4D will be liable.

4.2.1 Payment Schedule

Invoice	Description of Deliverable	Date	Amount Payable
1	Signing of Contract	5/09/2016	\$15,000
2	Detailed study design	26/09/2016	-
3	Draft data collection tools and sample selection	30/09/2016	-
4	Final data collection tools and sample selection	10/10/2016	\$15,000
5	Draft Baseline Report	31/12/2016	-
6	Final Baseline Report	31/01/2017	\$15,000
7	Draft Case Study Report	14/07/2017	-
8	Final Case Study Report	14/08/2017	-
9	Draft Final Report	14/07/2017	-
10	Final Report	16/08/2017	9,267.28

4.3 Reimbursement of Expenses: All travel costs and other related expenses are included in the maximum fee amount stated in Paragraph 4.1. There will be no reimbursement of expenses paid under this agreement.

4.4 Invoicing: Contractor will submit invoices that detail the services provided by Contractor during the period of performance, per the Appendix A. Invoices will be submitted

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Project Code: PEARSCLL

Agreement Number: 2016-2179

Revised: 09/01/2015

Page 2 of 22

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65



RESULTS FOR DEVELOPMENT INDEPENDENT CONTRACTOR AGREEMENT

to R4D prior to the issuance of all payments. Invoices submitted will include Contractor's signature preceded by the following caption:

"We hereby certify that, to the best of our knowledge and belief, all payments requested are proper and due; are correct, accurate, and complete; and that payment therefore has not been received and that all amounts requested are for the appropriate purposes and in accordance with the terms of our Agreement with R4D. We also agree that we will refund R4D promptly upon request in the event of disallowance of costs not reimbursable under the terms of this Agreement."

Invoices submitted electronically (via email) will be sent to billing@r4d.org and copied to Luke Heinkel (lheinkel@r4d.org) and Morgan Benson (mbenson@r4d.org). Invoices submitted by mail will be sent to the attention of the R4D Finance Department (attn. Accounts Payable) address listed in listed in paragraph 8.2.

4.4.1 Contractor will submit invoices by the tenth (10th) following the month in which the Work was performed. The invoices period will match the period for monthly progress reporting, if applicable. **Payment will be made within 30 business days of approval of the invoice by Nathaniel Heller (or his designee).** If Contractor anticipates additional expenses related to the Work, Contractor will seek written approval for the expenses prior to incurring the expenses.

4.4.2 **Final Invoicing.** Contractor's final invoice for payment under this Agreement will be notated "Final Invoice."

5. TRAVEL ARRANGEMENTS

All travel arrangements and related costs are included in the maximum fee amount stated in paragraph 4.1 and/or the maximum reimbursable amount(s) in paragraph 4.3. There will be no travel arrangement services provided by R4D or additional cost assumed by R4D.

6. KEY PERSONNEL

Contractor will provide the services of the key personnel listed below to perform the Services outlined in the Work. The personnel are considered to be essential to the work performed and Contractor will not replace any such key personnel without the prior written approval of R4D, which approval will not be unreasonably withheld. Where such authorization has been granted by R4D, Contractor will replace the key person(s) with a person(s) of comparable training and experience.

- 6.1 Sunita Singh
- 6.2 Shipra Sharma
- 6.3 Venita Kaul

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Project Code: PEARSCLL

Agreement Number: 2016-2179

Revised: 09/01/2015

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श्री अंबेडकर
समस्या विश्वविद्यालय (एडयूडी)
Ambedkar University Delhi
अमरीत नगर, दिल्ली-110006
एडयूडी, कश्मीर गेट, दिल्ली-110006
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64



RESULTS FOR DEVELOPMENT

INDEPENDENT CONTRACTOR AGREEMENT

6.4 Aneesh Kurian

7. AUTHORIZED CHANGES IN SERVICES OR PAYMENT

Nathaniel Heller, Managing Director and Gina Lagomarsino, Chief Operating Officer (COO), are the only representative(s) of R4D authorized to approve changes in the Work and Deliverables or approve any change to the payment terms or amounts. Such changes made by Contractor without written authorization by one of the aforementioned individuals will be performed at Contractor's sole risk and expense.

8. POINTS OF CONTACT

8.1 Contractor will coordinate work efforts with and report progress regularly to Luke Heinkel, Senior Program Officer. Mr. Heinkel can be reached on lheinkel@r4d.org (email); and +1-202-794-9702 (phone). Mail may be directed to Mr. Heinkel at R4D's address listed in paragraph 8.2 (Notices and Communications).

8.2 Notices and Communications. Communications other than those related to the Work and Deliverables will be directed to the parties outlined at the addresses noted hereunder or such other address as may hereafter be designated by notice in writing. Legal notices hereunder may be given by facsimile, registered or certified mail, postage prepaid, hand delivery (including by recognized overnight courier). Any such notice will be deemed delivered when received. Notices hereunder will be deemed made if given by registered or certified mail, postage prepaid, electronic mail at the address for each party set forth below, or hand delivery (including by recognized overnight courier) and addressed to the other party to receive such notice, invoice, or communication at the address given below, or such other address as may hereafter be designated by notice in writing

If to Results for Development Institute:

Results for Development Institute

1111 19th Street NW, Suite 700
Washington, DC 20036 USA

Attn: Brandon Pinzini
bpinzini@r4d.org
Telephone: +1-202-640-6051

If to Contractor:

Centre for Early Childhood Education and Development (CECED)

Ambedkar University Delhi
AUD Admin Block, Room No. 307,
Lothian Road, Kashmere Gate
Campus, Delhi-110006

Attn: Payal Sahu: payal@aud.ac.in
Telephone: +91-11-23863740, 2386374

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Project Code: PEARSCLL

Agreement Number: 2016-2179

Revised: 09/01/2015

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अभिलेख / Register
अभिलेख कार्यालय (R4D)
Ambedkar University Delhi
ऑडिटर ब्लॉक, कमरा नं. 307,
लोथियन रोड, कश्मीर गेट
कैंपस, दिल्ली-110006
अभिलेखित: 09/01/2015

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RESULTS FOR DEVELOPMENT

INDEPENDENT CONTRACTOR AGREEMENT

9. ENTIRE AGREEMENT

This Agreement, including the Work, Deliverables, General Terms and Conditions and any additional Appendices, exhibits or annexes attached thereto represents the complete understanding of the Parties hereto. Any amendment to the Agreement will be in writing and signed by both parties. This Agreement cancels, supersedes, and revokes all prior negotiations, representations and agreements between the parties, whether oral or written relating to the subject matter of this Agreement, in the event of a conflict between any of the terms of this Agreement and any attachments hereto, this Agreement will control.

Signature page to follow.

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Project Code: PEARSCLL

Agreement Number: 2016-2179

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Page 5 of 22

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Ambedkar University Delhi
राजिंदर रोड, बसमती रोड, दिल्ली-110006
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92



RESULTS FOR DEVELOPMENT

INDEPENDENT CONTRACTOR AGREEMENT

IN WITNESS WHEREOF, Contractor and R4D have caused this Agreement to be executed by their duly authorized representatives as set forth below. It is understood that the signatures bind the parties to this Agreement and that without both signatures this Agreement will be void.

FOR R4D:

Aliz Agoston

Digitally signed by Aliz Agoston
Date: 2016.08.25 18:38:07 +04'00'

By:

Aliz Agoston

Director of Business Operations and Procurement

Results for Development Institute, Inc.

Date:

FOR CONTRACTOR:

By:

Dr. M.A. Sikandar, Registrar
Ambedkar University Delhi



कुलसचिव / Registrar
अम्बेडकर विश्वविद्यालय दिल्ली
Ambedkar University Delhi
लोहिया रोड, काश्मीरी गेट, दिल्ली-110006
Lohia Road, Kashmiri Gate, Delhi-110006
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Date:

27 Sept 2016

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Agreement Number: 2016-2179

Revised: 09/01/2015



**RESULTS FOR
DEVELOPMENT**

INDEPENDENT CONTRACTOR AGREEMENT

**APPENDIX A
STATEMENT OF WORK**

I. Project Background

Read To Kids (R2K) is a two-year pilot in Delhi State in India that seeks to promote pre-literacy skills by encouraging parents and caregivers to read to and with their young children (age 0-6). It aims to empower parents by giving them access to a free digital library of high quality, locally relevant books and educational materials via their mobile phones.

R2K is a partnership of Worldreader, Pearson, and implementing partners in New Delhi. Results for Development Institute (R4D) and the Center for Knowledge Societies (CKS) are evaluation and learning partners.

The target audience for the pilot will be parents/siblings/caregivers of children aged 0-6 who:

- are at a minimum functionally literate
- have access to and know how to use a connected mobile phone (feature or smart phone)
- can afford minimal data cost to use the application

This pilot will allow us to test the use of mobile phones to deliver the tools (reading materials and how-to guidance) parents need to read to and with their young children, with the ultimate goal of testing our hypothesis: Parents will read regularly to and with their pre-school age children if they understand the expected outcomes and if they are given access to high quality tools.

A dedicated portal has been created on the Worldreader mobile webapp. This portal contains high quality and locally relevant free content, as well as tips in English and Hindi for parents and caregivers about reading to children 0-6 years old.

Pearson and Worldreader are working with R4D and CKS, as well as implementing partners, to put structured learning, experimentation and feedback at the heart of the R2K program design, pilot, and scale up. In addition, during the first year of the pilot, a study will be carried out by an external third party to assess the impacts of R2K on the attitudes and behaviors of caregivers of children ages 0-6 in New Delhi.

II. Consultant Role and Scope of Services

The Centre for Early Childhood Education and Development (CECED) will carry out this study. The study will answer the following research questions:

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Project Code: PEARSCLL

Agreement Number: 2016-2179

Revised: 09/01/2015

Page 7 of 22

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RESULTS FOR DEVELOPMENT

INDEPENDENT CONTRACTOR AGREEMENT

1. What impact do R2K pilot activities had on caregivers' behaviors and attitudes related to reading with young children?
2. In what contexts do R2K activities have the most impact on these behaviors and attitudes (e.g., for mothers/fathers/caregivers of a certain demographic, for children of a certain age group, for content of a specific type, what frequency of reading together leads to impacts)?
3. How is the dosage of exposure of R2K related to impact on caregiver behaviors and attitudes towards reading?

CECED has worked with R4D and Worldreader to develop the study design. The study includes the following components:

1. Survey of caregivers (600 study participants: 300 treatment (150 each from each intervention group) and 300 control)
2. 4 Focus group discussions/interviews with caregivers
3. 4 case studies of families to understand how the R2K app is incorporated into family routines, etc.

CECED will lead the following activities:

1. The development of a detailed design report and data collection tools to be approved by R4D, which will manage CECED's work.
2. Data collection and analysis
3. Writing of draft and final reports

CECED and R4D will have monthly phone calls to check in on the status of the work, any challenges encountered, and upcoming activities.

III. Description of Deliverables

Deliverable	Date
<i>Monthly phone calls to update on study progress, challenges, upcoming activities, etc.</i>	
*Signing of Contract	September 5, 2016
Detailed study design	September 26, 2016
Draft data collection tools and sample selection	September 30, 2016
*Final data collection tools and sample selection	October 10, 2016
Draft Baseline Report	December 31, 2016
*Final Baseline Report	January 31, 2016
Draft Case Study Report	July 14, 2017
Final Case Study Report	August 14, 2017
Draft Final Report	July 14, 2017
*Final Report	August 16, 2017

*Tied to payment (see 4.2.1 above)

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Project Code: PEARSCLL

Agreement Number: 2016-2179

Revised: 09/01/2015

Page 8 of 22

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संयोजन, विभागाध्यक्ष, दिल्ली
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39



RESULTS FOR DEVELOPMENT

INDEPENDENT CONTRACTOR AGREEMENT

In addition to the aforementioned deliverables, CECED will provide all raw data, and transcriptions of data, to R4D.

R4D is an Equal Opportunity/Affirmative Action Employer: D/V.

Project Code: PEARSCLL

Agreement Number: 2016-2179

Revised: 09/01/2015

Page 9 of 22

U. Kaul



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38



RESULTS FOR DEVELOPMENT

INDEPENDENT CONTRACTOR AGREEMENT

APPENDIX B

GENERAL CONTRACT TERMS AND CONDITIONS

1. Period of Performance; Term. The work is to be performed during the term of this Agreement as set forth in Paragraph 3 of this Agreement. The Agreement will begin on the Commencement Date and end on the Termination Date as set forth in Paragraph 3.1 of this Agreement. Termination will occur without further notice to either party, unless extended in writing or terminated early as provided herein.

2. Fees and Reimbursement (if any). R4D will pay Contractor the Fee indicated in Paragraph 4.1 of this Agreement, up to the Maximum Fee Amount. If provided in Paragraph 4.3 of the Agreement, R4D will reimburse Contractor's reasonable expenses up to the Maximum Reimbursable Expenses amount. All reimbursable expenses agreed upon must be accompanied by supporting documentation and completion and submission of appropriate expense forms required by R4D.

2.1 Full Reimbursement Contingent on Full Performance of the Work. Contractor understands and agrees that full reimbursement of expenses is contingent upon Contractor's full performance of the deliverables outlined in the Work (Appendix A). R4D reserves the right to reduce the total amount of reimbursable expenses paid to Contractor or refuse payment of reimbursable expenses if Contractor fails to meet the deliverables outlined in the Work.

2.2 Reimbursements for Travel & M&IE will be submitted via the R4D Travel Form. Contractor agrees to submit any request for reimbursable travel and meals and incidental (M&IE) expenses under this agreement via an R4D Travel Expense Form.

2.3 Adherence to R4D Travel Policy. If Contractor will receive reimbursement for expenses under paragraph 4.3; and/or receive Travel Arrangement Support under paragraph 5 of this Agreement, Contractor will adhere to all applicable provisions of the R4D Travel Policy

that appears as Appendix C of this Agreement. When and if the requirements of R4D Travel Policy conflicts with specific provisions of this Agreement, the terms of this Agreement will supersede. Contractor will ensure that Contractor's requests for reimbursements strictly adhere to the terms of this Agreement.

3. Set Off. R4D may set-off against amounts payable to Contractor under this (or any other) Agreement any claim R4D may have against Contractor.

4. Currency of Payment. Unless otherwise set forth in this Agreement, all payments will be in United States Dollars (\$US). Where exchange rates are involved, the rate of exchange between \$US and the other currency involved in the transaction will be the rate of exchange as of the date of payment. The date of each invoice will be clearly marked on each invoice. R4D will bear no risk or responsibility for fluctuations in foreign currency during the course of this Agreement.

5. Warranties. Without limiting any other warranties of the Contractor hereunder, Contractor warrants as follows:

5.1 Contractor's Work. Contractor warrants that the Work will be performed in a competent, thorough and professional manner, and that any work product provided by Contractor to R4D will, subject to the provisions of this Agreement, be the original work of Contractor, apart from quotations from the works of others clearly so marked and with appropriate citations thereto. Contractor will pursue all of Contractor's duties and obligations under this Agreement with diligence and dispatch.

5.2 Contractor Free to Enter Agreement. Contractor represents and warrants that there is no legal impediment to R4D's engagement of Contractor as an independent contractor hereunder, whether under any applicable laws or the terms of any other agreement to which Contractor is party.

R4D is an Equal Opportunity/Affirmative Action Employer: D/V

Project Code: PEARSCLL

Agreement Number: 2016-2179

Revised: 09/01/2015

Page 10 of 22

W. K. S.



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37



RESULTS FOR DEVELOPMENT

INDEPENDENT CONTRACTOR AGREEMENT

5.3 Contractor Will Comply with All Laws.

Contractor further warrants that Contractor will comply with all applicable international, national, state and local laws, regulations or rules, including without limitation, those regarding authority to conduct business, permits, licenses, tax withholding and payments, employment, reporting, contacts with government officials and rules governing or regulating contact with or the provision of gifts to government officials and their families, including reimbursements or payment of transportation, lodging and related travel expenses that apply in connection with the performance of the services specified in this Agreement and the activities contemplated hereunder. Contractor will provide R4D with copies of all documents requested by R4D to verify Contractor's representations set forth herein. Notwithstanding any due diligence performed by R4D with respect to the subject matter of these representations, Contractor will indemnify and hold R4D, its directors, officers, agents and employees harmless from any and all claims, causes of action, losses, damage, liabilities, costs and expenses, including attorney fees, arising from Contractor's breach of the representations set forth in this Agreement.

6. No Conflicts of Interest. Contractor represents that Contractor is free to enter into this Agreement and that this engagement does not violate the terms of any agreement between Contractor and any third party. Contractor represents and warrants that Contractor and, if applicable, its directors, officers or controlling stockholders, has no current pending personal, familial, financial or business relationships with R4D, or a director, advisor, officer or staff member of R4D, that could reasonably give rise to a conflict of interest with R4D; that could reasonably give rise to a conflict of interest with R4D; or could reasonably give the appearance of such a conflict of interest in the course of performing the Work for R4D. Contractor further agrees to disclose any such conflict or appearance of conflict if one arises while this Agreement is in effect. Further, Contractor, in

rendering Contractor's duties, will not utilize any invention, discovery, development, improvement, innovation, patent, trademark or trade secret in which it does not have a proprietary interest.

7. Coordination and Invoices. Contractor will coordinate work efforts with and report progress to the individual specified in this Agreement. All invoices will be submitted for payment in accordance with the terms of this Agreement; and presented for payment to the specified individual(s) who are apparent for reviewing them and approving them for payment. All reports and written components of the Work will likewise be presented as provided for in this Agreement.

8. Nondiscrimination. In any hiring or employment by Contractor for the purpose of or concerning the Work, Contractor agrees not to discriminate against any person regardless of race, creed, color, sex, national origin, age, marital or familial status, genetic information, or physical or mental disability for any position for which employee or applicant for employment is qualified.

9. Confidential Information. Contractor agrees not to divulge to anyone, either during the term of this Agreement or thereafter, any information of any kind whatsoever acquired by Contractor from R4D or any of its employees, Contractors, Contractors and/or subcontractors, in the course of performing the Work that is not otherwise publicly available ("Confidential Information"), without the prior written consent of R4D, except when, and to the extent required, to disclose such Confidential Information by operation of law or a court of competent jurisdiction, in which event Contractor will inform R4D prior to divulging such information. Contractor further agrees to deliver to R4D upon request, and in any event by the date on which this Agreement terminates, all copies of any material acquired by Contractor from R4D or any of its employees, Contractors, Contractors, and/or subcontractors, or containing information identifiably from or about R4D or any of its Contractors, Contractors, subcontractors or

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Project Code: PEARSCLL

Agreement Number: 2016-2179

Revised: 09/01/2015

Page 11 of 22



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36



RESULTS FOR DEVELOPMENT

INDEPENDENT CONTRACTOR AGREEMENT

employees, that was acquired or compiled by Contractor pursuant to the terms of this Agreement; provided however that any such information or material, such as oral or electronic information that cannot be delivered to R4D will remain subject to the confidentiality obligations hereunder. The obligations arising under this provision will survive termination of this Agreement.

9.1 Security and Network/Facility Access. If applicable, Contractor agrees that Contractor's access, as permitted by R4D, to any R4D facilities, electronic systems, and/or network will comply with all R4D policies which will be provided to Contractor as necessary and appropriate and may be updated from time to time.

10. Publicity and Publication. Contractor will not use the name of R4D in any press release, product advertising, or for any other commercial purpose, without the prior written consent of R4D.

11. Funding. Contractor's terms and conditions of being retained by R4D will be subject to any applicable limitations and requirements that may be imposed by R4D's funding sources.

12. Nature of the Relationship: Independent Contractor.

12.1 Contractor is an Independent Contractor. Contractor expressly represents and warrants to R4D that Contractor, and Contractor's employees, if applicable, are not and will not be construed to be an employee (or employees) of R4D and that Contractor's status is that of an Independent Contractor. Contractor will neither act as an agent nor be deemed an employee of R4D for the purposes of any employee benefit programs, workers compensation, income tax withholding, FICA taxes, and unemployment benefits or otherwise, whether state, local, national or international. Contractor will not enter into any agreement or incur any obligations on R4D's behalf, commit R4D in any manner, or purport to speak for or on behalf of R4D. The Work, including the means and methods of the Work, is under Contractor's sole control and discretion. R4D's only interest

is in the results of the Work. Contractor will accurately represent to the public Contractor's status as an independent contractor when performing the Work. Contractor will be solely responsible for Contractor and any employee(s), or agent(s) retained by Contractor in connection with the Work, including without limitation, paying any and all taxes (state, local, federal and/or international), FICA, workers compensation, unemployment compensation, medical insurance, life insurance, paid vacations, paid holidays, pension, profit sharing and other benefits or payments of any kind due in connection with Contractor's performance of services and/or due by reason of Contractor's payments to third parties (including, without limitation, its employees and independent contractors), and will be solely responsible for all tax or other reporting obligations related to any payment referred to in this Agreement.

12.2 Nonexclusive Services. R4D expects that Contractor, will during the term of this Agreement, refer professional services for such other persons or entities as Contractor, in Contractor's sole discretion, will determine. Contractor agrees that such services will not materially interfere with Contractor's performance under this Agreement.

12.3 Performance. Contractor, and not R4D, will be responsible for the manner and scope in which Contractor provides the services described in Appendix A.

13. Assignment.

13.1 Assignment/Subcontracting. Contractor will not assign this Agreement nor any rights or obligations herein, nor subcontract any of the Work, without R4D's prior written consent. Contractor will remain liable to R4D for all obligations and liabilities set forth in this Agreement without regard to whether Contractor directly performs the services or delegated performance to lower tier Contractors or Contractors.

13.2 R4D may assign this Agreement and rights hereunder to any affiliate, subsidiary or successor of R4D.

14. Deliverables (Intellectual Property).

R4D is an Equal Opportunity/Affirmative Action Employer: D/V

Project Code: PEARSCLL

Agreement Number: 2016-2179

Revised: 09/01/2015

Page 12 of 22

Handwritten signature



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RESULTS FOR DEVELOPMENT

INDEPENDENT CONTRACTOR AGREEMENT

All documentation, software ideas, and all other material first produced by Contractor under this Agreement (collectively "Deliverables") will be the sole and exclusive property of R4D. Contractor agrees that the Deliverables will be deemed works made for hire and that R4D will retain and own all copyright, patent, trade secret, trademark and any other intellectual property right in the Deliverables. If for any reason the Deliverables are not considered works made for hire owned by the R4D by operation of law, Contractor hereby irrevocably assigns to R4D all right, title and interest in the Deliverables. Upon request, Contractor agrees to execute all written documents necessary for R4D to establish, preserve or enforce its rights to the Deliverables. Contractor agrees not to assert and hereby irrevocably waives any moral rights that it may have in the Deliverables. Contractor hereby irrevocably assigns to R4D all moral rights in the Deliverables.

Notwithstanding the paragraph immediately above, R4D acknowledges that in the course of its performance under the Agreement, the Contractor may use pre-existing products, materials, and methodologies proprietary to the Contractor ("Pre-existing Works"). To the extent Contractor provides any Pre-existing Works hereunder, Contractor hereby grants to R4D a nonexclusive worldwide, perpetual, irrevocable, paid-up-license to prepare and have prepared derivative works of the pre-existing Works, and to use, have used, publish, execute, reproduce, transmit, display, perform, transfer, distribute, and sublicense the Pre-Existing Works and such derivative works in any medium or distribution technology, and to grant others the rights granted herein.

If Contractor engages subcontractors to complete the Deliverables, in order to be able to assign ownership of the Deliverables to R4D, Contractor will obtain full ownership of the intellectual property in any work products that are a part of the Deliverables and created by such subcontractors. Contractor understands

and agrees that R4D may make such use of the Deliverables as it wishes in its sole discretion, including the making of derivative works and permitting others to use it, or may decline to use it in any way. The Contractor will not distribute any portion of the Deliverables without R4D's prior written consent.

a. Third Party License and Materials. To the extent any licenses or other materials such as graphics or pre-existing source files ("Third Party Materials") must be obtained from third parties to be incorporated into the Work product, Contractor will obtain in writing on R4D's behalf, at Contractor's sole cost such third party licenses and all necessary rights to permit R4D to use such Third Party Materials in perpetuity. Contractor will promptly provide copies of all such license agreements and/or Third Party materials to R4D.

The obligations of this paragraph will survive any termination of this Agreement.

15. Credit for Authorship. If R4D publishes any of the Deliverables in a substantially unaltered form, at its discretion, R4D may give recognition of authorship in material it publishes, but R4D will have no legal obligation to follow such practice in the case of any Deliverable under this Agreement. Upon a written request from Contractor, R4D may grant to Contractor a non-exclusive, non-commercial license to use, revise and publish portions of the Deliverables for charitable purposes provided that R4D's consent is in writing, and confidential information concerning R4D, its Contractors, and/or subcontractors, and any individual who have not given consent is removed.

16. Indemnification Contractor agrees to indemnify, defend, and hold harmless R4D, its successors, assigns, transferees, officers, directors, employees, agents, affiliates, and subsidiaries from any and all loss, liability, damage, and expense (including reasonable attorney's fees), resulting directly or indirectly, from any claims or lawsuits arising out of or in connection with the Contractor's performance under this Agreement; or for any harm incurred to Contractor during the course of the agreement

R4D is an Equal Opportunity/Affirmative Action Employer: D/V

Project Code: PEARSCLL

Agreement Number: 2016-2179

Revised: 08/01/2015

Page 13 of 22



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34



RESULTS FOR DEVELOPMENT

INDEPENDENT CONTRACTOR AGREEMENT

due to any accident, negligent interaction and/or workmanship of R4D; or for any claims arising out of Contractor's breach of any of its obligations or warranties under this Agreement, unless R4D is legally adjudged to have acted criminally, intentionally, recklessly, or grossly negligent in connection with the circumstances giving rise to Contractor's liability. Contractor agrees to give R4D immediate notice of any suit or action filed or of any claim made against R4D arising out of or in connection with this Agreement. This paragraph will survive termination of this Agreement.

16.1 Assumption of Risk: Travel. Contractor understands that there are hazards and risks inherent in any travel Contractor may undertake under this Agreement, including but not limited to insurgent and criminal incidents; Contractor agrees to assume all risk for injury or loss of life to Contractor, or Contractor's property loss or damage, that may result from Contractor or Contractor's staff while carrying out the Scope of Work as outlined in this Agreement. Contractor acknowledges and accepts that R4D and its staff may be unable to predict or avoid such incidents and R4D OR ITS EMPLOYEES CANNOT GUARANTEE TO PROTECT CONTRACTOR OR CONTRACTOR'S EMPLOYEES FROM THE RISKS AND THE POSSIBILITY OF PERSONAL INJURY, DEATH, PROPERTY DAMAGE OR LOSS RESULTING THEREFROM.

THEREFORE, Contractor explicitly WAIVES ANY AND ALL CLAIMS against Results for Development Institute ("R4D") and its directors, officers, employees, instructors, agents, subcontractors, independent contractors, representatives, successors and assigns and RELEASES THEM from any and all liability for any loss, damage, expense or injury including death that Contractor, Contractor's staff or property may suffer DUE TO ANY CAUSE WHATSOEVER while undertaking any travel undertaken as a part of the terms of this Agreement. Contractor agrees to maintain all required insurance and to indemnify and save harmless R4D, its officers, directors, agents,

and employees from and against any and all claims and liability, loss, expenses, suits, damages, judgments, demands, and costs (including reasonable legal and professional fees and expenses) arising out of injury or death to Contractor, Contractor's staff, including employees, agents and subcontractors of Contractor.

Further Contractor recognizes that Contractor and/or Contractor's staff will not be covered under any forms of R4D's insurance and that Contractor is solely responsible for obtaining all related insurances for their travel or work under this Agreement. The insurance R4D will not cover include, but are not limited to, medical evacuation insurance, political evacuation insurance, and Defense Base Act insurance. This paragraph will survive termination of this Agreement.

17. Mutual Limitation of Liability. Notwithstanding any other provision of this Agreement, each party's liability for damages will be limited to direct damages not to exceed the lesser of (a) an amount equal to the Maximum Fee Amount set forth Paragraph 4.1 of the Agreement or (b) \$50,000.

18. No Lobbying or Campaign Intervention: Contractor is Not a Registered Lobbyist.

18.1 No Lobbying. No payments under this Agreement may be used to carry on propaganda or otherwise attempt to influence legislation within the meaning of Section 501(c)(3) of the Internal Revenue Code ("Code") of the United States and the regulations thereunder, or to be used for activities that constitute lobbying under the lobbying disclosure acts or similar laws of the United States or of any state.

18.2 Contractor is Not a Registered Lobbyist. Contractor is not a registered lobbyist and agrees to not engage in an amount of direct communication, as defined by District of Columbia or other United States state law and regulations, that would require Contractor or any of its partners to register as a lobbyist or to register as a lobbying firm, including direct communication on behalf of parties other than R4D.

R4D is an Equal Opportunity/Affirmative Action Employer: D/V

Project Code: PEARSCLL

Agreement Number: 2016-2179

Revised: 09/01/2015

Page 14 of 22

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Registrar / Register
Ambedkar University
सर्वोपनिवेश, वासोपनिवेश, 10000
Lander Road, Kashmiri Gate, Delhi-110006
e-mail/website : www.aud.ac.in

37



RESULTS FOR DEVELOPMENT

INDEPENDENT CONTRACTOR AGREEMENT

18.3 No Payments for Gifts, Meals and Travel of Government Employees. Contractor agrees not to make any payment for gifts, meals or travel of international, national, state or local government employees as part of the Work.

18.4 No Campaign Intervention. No payments received by Contractor under this Agreement may be used to participate or intervene in (including the publishing or distributing of statements) any political campaign on behalf of (or in opposition to) any candidate for public office within the meaning of Section 501(c)(3) of the Code of the regulations thereunder.

18.5 Contractor Agrees to Refund Misused Payments. R4D will not be obligated to pay Contractor for any work or expense that violates this paragraph and Contractor agrees to refund R4D any amount paid to Contractor for such work or expense immediately. The obligations of this paragraph will survive any termination of this Agreement.

19. Contractor Insurance. Contractor will maintain all appropriate insurance coverage to perform the work required under this agreement. This includes, but is not limited to, workers compensation, major medical, general and business liability insurance where applicable. At R4D's request, Contractor will furnish R4D with a copy of current Certificates of Insurance and proof of payment of premiums.

20. Requirements for Subcontractors. Contractor agrees that in the event Contractor subcontracts with third parties for the Work under this Agreement, it will required such subcontractors to be rebound by the terms of this Agreement and to effectuate the intent thereof.

21. Related Work. Should Contractor's performance depend in any way on the proper performance of another subcontractor or Contractor, Contractor agrees to take all reasonable measures to discover any defects in such performance as it relates to the grant funded activities and will promptly report such defects in writing to R4D. Contractor will cooperate fully with other Contractors and

Contractors and with R4D's employees and agents, and will incorporate any reasonable changes in scheduling and performing the grant funded activities to accommodate the needs of the other subcontractors or Contractors, and will comply promptly with the directives given by R4D's representatives.

22. Foreign Corrupt Practices Act and Anti-Terrorism. By signing this Agreement, Contractor certifies and warrants that it and its subcontractors, if any, do not and will not violate the United States Foreign Corrupt Practices Act and that it and its subcontractors, if any, will not promote or engage in violence or terrorism. Further, Contractor agrees that it will at all times comply with all relevant laws prohibiting transactions with individuals and organizations associated with terrorism, including, without limitation, Executive Order 13224 and the Patriot Act. Without limitation, Contractor agrees that prior to incurring and making any payment pursuant to this Agreement, it will ensure that the payee is not on the "Specially Designated Nationals" list maintained by the United States Department of the Treasury, or on terrorist watch lists maintained by the United Nations or the European Union.

22.1 Authorization for Clearance. Contractor understands that to confirm the certifications in this paragraph R4D may conduct restricted party watch list screening to ensure compliance with the provisions of this section and to specifically ensure that contractor's name does not appear on any terrorism databases or watch lists. Contractor hereby releases R4D, its successors, assigns, officers, directors, employees, agents, affiliates, and subsidiaries from any and all loss, liability, damage, and expense (including reasonable attorney's fees), resulting directly or indirectly, from any claims or lawsuits arising out of or in connection with the collection of information authorized in this section.

22.2 Breach of this Section Will Void Agreement. Any breach by Contractor of the warranties and representations contained in this paragraph 22 will entitle R4D to immediately terminate the Agreement and recover from

R4D is an Equal Opportunity/Affirmative Action Employer: D/V

Project Code: PEARSCLL

Agreement Number: 2015-2179

Revised: 09/01/2015

Page 15 of 22

Ukand



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32



RESULTS FOR DEVELOPMENT

INDEPENDENT CONTRACTOR AGREEMENT

Contractor the amount or value of any prohibited payment, as well as the amount of any loss resulting from such termination.

23. **Bribes** Contractor will not directly or indirectly offer, promise or pay any compensation or give anything of value to any official agent, or employee of any government, governmental agency or political party or any candidate for political office on behalf of or for the benefit of R4D.

24. **International Contractors.** If the Contractor is not a U.S. individual or entity; and is not an individual or entity authorized to perform work in the US under existing US immigration and labor laws, Contractor agrees that no part of the Work will include travel to or from the United States or activities conducted in the United States, and no fees or reimbursements hereunder will be paid or such travel or activities. In addition, Contractor will be solely responsible for determining and paying on its own behalf, without reimbursement from R4D, all taxes (e.g., sales tax, India service tax, VAT) imposed by any non-United States jurisdiction that applies to (a) the services rendered by Contractor hereunder and (b) Contractor's payments to any third parties in connection with this engagement. R4D will not be obligated to pay Contractor for any work or expense that violates this paragraph and Contractor agrees to refund R4D any amount paid to the Contractor for such work or expense immediately. The obligations of this paragraph will survive any termination of this Agreement.

25. **Taxes.** Except as otherwise specified herein, Contractor is responsible for and will pay all taxes (e.g., sales tax, India service tax, VAT) related to the performance of the Work and Deliverables, and Contractor's receipt of payment under this Agreement (e.g., income tax), and upon request will provide R4D documentation verifying the payment of such taxes. R4D will not withhold any amounts for employment-related taxes or income taxes unless required by US law. If applicable, this withholding will be addressed in the relevant work order.

26. Tax Reporting.

26.1 **If Contractor is authorized to perform the Work in the United States.** Contractor confirms that Contractor is authorized to perform the Work in the United States. Contractor will provide R4D with appropriate tax forms prior to execution of this agreement.

26.2 **If Contractor is not authorized to perform the Work in the United States.** If Contractor is not authorized to perform the Work in the United States, and Contractor is undertaking this assignment in the United States, Contractor will provide R4D written confirmation that Contractor is in possession appropriate documentation (valid visa and/or work authorization) that allows it to receive payment from R4D. If Contractor is unable to provide appropriate documentation, this Agreement will be not become effective.

26.3 **If Contractor is not performing the Work in the United States.** If Contractor is not performing the Work in the United States, by signing and returning the Agreement, Contractor acknowledges and agrees that no portion of the Work hereunder will be performed in the United States. Contractor will provide R4D with a completed R4D Certification of Exemption from Tax With-holding for Non-US Persons Form prior to execution of this Agreement.

27. **Termination.** This Agreement can be terminated without fault of either party upon written notice, effective ten (10) business days after such notice is received.

27.1 R4D's sole obligation in the event of such termination will be payment for services actually performed and, if provided for in the terms of this Agreement, reimbursement of expenses actually incurred, by Contractor through the effective date of termination. In the event of such termination, Contractor agrees to immediate repayment to R4D any advance payment made to Contractor for services not performed and/or expenses not incurred through such effective date and to deliver to R4D any Work Product created prior to such effective date.

27.2 This Agreement may be terminated immediately upon written notice in the event of:

R4D is an Equal Opportunity/Affirmative Action Employer: D/V

Project Code: PEARSCLL

Agreement Number: 2016-2179

Revised: 09/01/2015

Page 16 of 22

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21



RESULTS FOR DEVELOPMENT

INDEPENDENT CONTRACTOR AGREEMENT

(a) a violation by Contractor of the Proprietary Information provisions set forth herein; (b) R4D President's reasonable belief that Contractor is incompetent or the health or the safety of R4D's clients or staff is endangered; (c) R4D President's reasonable belief that Contractor has committed fraud; or (d) R4D's loss of grant funding.

27.3 This Agreement may be terminated upon thirty (30) days prior notice by R4D if Contractor materially breaches any provision of this Agreement, except as set forth in the preceding paragraph, when such breach is not cured to the reasonable satisfaction of R4D within such thirty (30) day notice period. Upon termination due to a breach by Contractor, all further monetary obligations of R4D to Contractor will automatically cease.

27.4 Upon either parties sending or receipt of notice of termination, Contractor will immediately cease to incur further costs. Unless terminated pursuant to the provisions in 27.2 or 27.3 of this section, R4D will reimburse Contractor for costs incurred prior to notification.

28. Disagreement or Dispute. Any disagreement or dispute arising out of or relating to this Agreement or the breach, termination or invalidity thereof will be settled as follows.

28.1 Mutual agreement. The parties will attempt in good faith to resolve all disagreements or disputes between themselves by mutual agreement.

28.2 Dispute Resolution. Either party may request that any dispute arising out of this Agreement will be submitted to binding arbitration before a mutually agreed upon arbitrator pursuant to the rules of the American Arbitration Association. The law governing the arbitration will be that of the United States of America, and the forum of the arbitration will, unless otherwise agreed in writing, be the District of Columbia. No written or oral representation made during the course of any panel proceeding or other settlement negotiations will be deemed a party admission. Pending any decision, appeal, suit, or claim, pursuant to this Section, the Contractor will proceed diligently with

the Work and Deliverables outlined herein. The provisions of this paragraph 28.2 will not be construed to limit the administrative or legal rights otherwise available to the parties in the event of violations of the terms or conditions of this Agreement.

28.3 Attorneys' Fees. In the event either party brings an action against the other (including without limitation an arbitration) or otherwise to enforce the terms, covenants and conditions of this Agreement, or to defend an action brought by the other party, the prevailing party in such action will be reimbursed by the other party for such costs as may be incurred in such action, including any appeal therefrom, including reasonable attorneys' fees, court costs and expert witness fees.

29. Jurisdiction and Governing Law. This Agreement will be exclusively governed by the laws of the District of Columbia, and as applicable, the United States of America, without giving effect to the principles of conflicts of law thereof.

30. Modification. No modification of this Agreement will be binding or enforceable unless in writing and signed by Contractor and R4D.

31. Drafting Party. Each party has reviewed this Agreement and any question of interpretation will not be resolved by any rule of interpretation providing for interpretation against the drafting party. This Agreement will be construed as though drafted by both parties.

32. Headings. The headings contained herein are for the convenience of reference only and are not intended to define, limit or describe the scope or intent of any provision of this Agreement.

33. Waiver. No delay or failure to exercise any right, power, or privilege under this Agreement will impair any such right, power, or privilege or be construed as a waiver of any default. No single or partial exercise of any right, power, or privilege will preclude further exercise of such right, power, or privilege, or the exercise of any other right, power, or privilege.

34. Severability. Should any one or more of the provision(s) contained in the Agreement be

R4D is an Equal Opportunity/Affirmative Action Employer: D/V

Project Code: PEARSCLL

Agreement Number: 2016-2179

Revised: 09/01/2015

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30



RESULTS FOR DEVELOPMENT

INDEPENDENT CONTRACTOR AGREEMENT

invalid, illegal, or unenforceable in any respect under any applicable statute or rule of law, then such provision(s) will be deemed inoperative to the extent that it is invalid, illegal, or unenforceable, and the remainder of the Agreement will continue in full force and effect. An invalid, illegal, or unenforceable provision(s) will be reformed and modified so that it expresses the original intent of the Parties as closely as practicable without being invalid, illegal or unenforceable.

35. Remedies and Non-Waiver. Failure of R4D to insist upon strict conformance with the provisions of this Agreement will not constitute a waiver of any of the provisions hereof. Except as otherwise expressly stated herein, the remedies provided herein will be non-exclusive and in addition to any other remedies in law or equity. Any waiver must be in writing designated as such and signed by R4D, and will be applicable only to the extent set forth therein.

36. Course of Dealing. No course of dealing between the parties hereto nor failure by R4D at any time, or from time to time, to enforce any term or condition of this Agreement will constitute a waiver of such term or condition, nor will such course of dealing or failure affect such term or condition in any way or the right of R4D at any time to avail itself of such remedies as it may have for any breach of such term or condition.

37. Requirements of Sub-Contractors and other Third Parties. Contractor agrees that in the event Contractor subcontracts with third parties for the any of the Work under the Work and/or Deliverables in this Agreement, it will require such Contractors to be rebound by the terms of this Agreement and to effectuate the intent thereof.

38. Final Payment/Release. Contractor's acceptance of final payment hereunder constitutes a release of all claims and liabilities which the Contractor may have against R4D relating to this Agreement.

39. Counterparts. This Agreement may be executed in any number of separate counterparts, all of which, when taken together,

will constitute one and the same instrument notwithstanding the fact that all parties did not sign the same counterpart. Delivery of an executed counterpart of this Agreement by telefacsimile or a scanned copy sent by electronic mail will be equally as effective as delivery of a manually executed counterpart hereof. Any party delivering an executed counterpart of this Agreement by telefacsimile or electronic mail will also deliver a manually executed counterpart hereof, but the failure to deliver a manually executed counterpart hereof will not affect the validity, enforceability, and binding effect of this Agreement.

40. Signature Authorized. The parties each represent and warrant that each has the respective corporate or other power and authority to enter into this Agreement and to perform its obligations hereunder, and that the person who executes this Agreement on behalf of such party has the necessary authority to bind such party.

41. Liens. Contractor hereby waives its right to file any lien in connection with the Work and will not enter into any agreement creating such a right in any other party.

42. Force Majeure. R4D will not be responsible for failure to perform under this Agreement when its failure results from any of the following causes: Acts of God or public enemies, civil war, insurrection or riot, fire, flood, explosion, earthquake or serious accident, strike, labor trouble or work interruption or any cause beyond its reasonable control.

43. Advice of Counsel. In entering this Agreement, the Contractor represents that the terms of this Agreement have been completely read and those terms are fully understood and voluntarily accepted. Contractor has had the opportunity to consult with counsel, whether they have chosen to do so or not, prior to entering into this Agreement.

44. Entire Agreement. This Agreement, including the Work, Deliverables, General Terms and Conditions and additional Appendices, exhibits or annexes attached thereto represents the complete understanding of the Parties

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Project Code: PEARSCLL

Agreement Number: 2016-2179

Revised: 09/01/2015

Handwritten signature



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29



RESULTS FOR DEVELOPMENT

INDEPENDENT CONTRACTOR AGREEMENT

hereto. Any amendment to the Agreement will be in writing and signed by both parties. This Agreement cancels, supersedes, and revokes all prior negotiations, representations and agreements between the parties, whether oral or

written relating to the subject matter of this Agreement, in the event of a conflict between any of the terms of this Agreement and any attachments hereto, this Agreement will control.

R4D is an Equal Opportunity/Affirmative Action Employer: D/V

Project Code: PEARSCLL

Agreement Number: 2016-2179

Revised: 09/01/2015

Page 19 of 22

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**RESULTS FOR
DEVELOPMENT**

INDEPENDENT CONTRACTOR AGREEMENT

**APPENDIX C
R4D TRAVEL POLICY**

Not applicable to this sub-contract

R4D is an Equal Opportunity/Affirmative Action Employer: D/W

Project Code: PEARSCLL

Agreement Number: 2016-2179

Revised: 09/01/2015

27



RESULTS FOR DEVELOPMENT

INDEPENDENT CONTRACTOR AGREEMENT

APPENDIX D

CONTRACTOR INFORMATION FORM



Full Name: _____ Date: _____
Last First M.I.

Address: _____
[Mailing] Street Address Apartment/Unit #

_____ *State ZIP Code*

_____ *City*

Address: _____
[Permanent] Street Address Apartment/Unit #

_____ *State ZIP Code*

_____ *City*

Phone: () Home Birth Year: _____



Emergency Information

Emergency Contact's Name: _____
Last First

Address: _____
Street Address Apartment/Unit #

_____ *State ZIP Code*

_____ *City*

Phone 1: () E-mail Address: _____

Phone 2: () Relationship: _____

R4D is an Equal Opportunity/Affirmative Action Employer; D/V

Project Code: PEARSCLL
Agreement Number: 2016-2179
Revised: 09/01/2015

20



**RESULTS FOR
DEVELOPMENT**

INDEPENDENT CONTRACTOR AGREEMENT

APPENDIX E

Medical and Evacuation Insurance Coverage

Not applicable to this sub-contract

R4D is an Equal Opportunity/Affirmative Action Employer; D/V

Project Code: PEARSCLL

Agreement Number: 2016-2179

Revised: 09/01/2015

REVISED BUDGET

Financial proposal for Impact of the MRZC Intervention on Caregivers' Behavior and Attitudes
5th September 2016-16th August 2017

BUDGET FOR THE MAIN STUDY (Sample Size 600)

16th August, 2016- 15th August, 2017

S. No.	Items	Unit	Rate	Months	CECED AUD	Total (INR)	Remarks
1	Salaries						
i)	Senior Project Associate	1	61690	3	185070		Supported by CECED, AUD
ii)	Project Associate	1	50000	6		300000	
iii)	Project Assistant	3	25000	12		900000	
iv)	Field investigators	4	15000	7		420000	
v)	Consultant (Statistics and analysis)	1	4000	60 days		240000	
	Subtotal (I to III)					1860000	
2	Project Activities						
i)	Field Work (Household survey, Pre pilot, Pre and post data collection)	8 people	700	120 days		672000	Will be booked as per actuals
ii)	Stationary, Tools development & printing etc					50000	Will be booked as per actuals
iii)	Communication			12		80000	Will be booked as per actuals
iv)	Consultations & meetings					25000	Will be booked as per actuals
	Subtotal (I to v)					827000	
3	Administrative support and Secretarial Assistance					250000	
4	Total					2937000	
5	12% overhead charges					352440	
6	Grand total (in INR) A					3289440	
7	Grand total (in USD @ exchange rate of 67.4)					48954.7	

BUDGET FOR CASE STUDY COMPONENT (Four case studies)

S. No.	Items	Unit	Rate	Days	Total	Remarks
1	Resource fee					
i)	Principal Investigator (Faculty in charge)	1	4545	15	68175	
ii)	Consultant	1	2500	80	200000	
	Subtotal (I to II)				268175	
2	Project Activities					
i)	Data collection & Field Work			60 days	70000	Will be booked as per actuals
ii)	Communication & Printing				30000	Will be booked as per actuals
	Subtotal (I to III)				100000	
	Grand total (in INR) B				168175	
	Grand total (in USD @ exchange rate of 67.4)				2495.0	
	Final Total in INR (A+B)				3657615	
	Final Total in USD (A+B)				54267.2849	

Wah

Wah

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Ambedkar University
Lotli Road, Kashi
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India

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www.planindia.org

Agreement

This AGREEMENT made and entered into at New Delhi this 21st April 2016, by and between **Plan International (India Chapter)**, a society under Society Registration Act XXI of 1860 with its office located in New Delhi, E-12, Kailash Colony, New Delhi-110048, hereinafter referred to as ("**Plan**") in this Agreement AND **Ambedkar University Delhi**, AUD Admin Block, Room No. 307, Lothian Road, Kashmere gate Campus, Delhi - 10006 PAN # AAAGB0017R, hereinafter referred to as the ("**CONSULTANT**").

1. Term and Scope of Services

The Consultant is engaged to project as per the terms and reference annexure -I. The terms and conditions of this Agreement shall apply to each of such Project Confirmation. This Agreement shall commence on the date entered 1st May 2016 and continue till 31st January 2017 or can be terminated by either party in accordance with the Termination provisions of this Agreement.

2. Warranty for Services

The Consultant warrants and guarantees, the quality and adequacy of services that are covered by the proposal submitted annexure - II, and the consultant shall faithfully and punctually perform duties and functions as are assigned to it and required by Plan.

3. Compensation

3.1 As compensation for services, Plan shall pay **Rs. 6, 47,197** (Rupees Six Lakhs Forty Seven Thousand One Hundred Ninety Seven only).

3.2 The payment will be on made by cheque as per details below on submission of an invoice by the consultant and duly recommended & approved by the authorized staff of Plan.

3.3 i) First instalment of 20% of the total amount will be paid to the consultant on submission of RCES Framework.

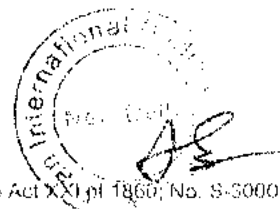
ii) Second Instalment of 30% of the total amount will be paid to the consultant on submission of first final manual.

iii) Third Instalment of 25% of the total amount will be paid to the consultant on submission of second draft manual.

iv) Fourth Instalment of 25% of the total amount will be paid to the consultant on submission of Final Second Manual.

3.4 All statutory levies and taxes, if any, will be deducted by Plan from the payments to be made under this Agreement for which necessary forms/certificates will be furnished.

Plan India
Delhi
110048
New Delhi - 110048
India



3.5 All fees payable to the consultant in this regard shall be returned to Plan or adjusted against the payment. Notwithstanding anything to the contrary herein contained, if Plan is of the opinion that the Consultant has neglected or failed to provide services as per provisions of Clause 2 above and failed to correct such neglect or failure within 30 days of receiving Plan's written demand to remedy, Plan may terminate the affected Project Confirmation by giving a notice in writing to the Consultant. Such termination shall be without prejudice to any other rights or remedies of Plan under this Agreement.

4. **Child protection Policy:** Plan is committed to the actualizing of child rights and is obligated to provide children with whom it works a safe and conducive environment. Plan's Child Protection Policy (as attached as Annexure - III) applies to its partners/ staff/consultants as much as it applies to its own staff. Any violation of the code of conduct as described in the policy is considered by Plan a serious contempt to children and Plan reserves its right to intervene in such circumstances.

5. **Termination of services**

Plan shall have the right to terminate the contract or any one or each Project Confirmation without notice, and without providing reasons, provided that any Project Confirmation(s) pending at the time of termination in accordance with this paragraph shall remain in effect and the terms of this Agreement will continue to apply to such Project Confirmation(s) until it is completed.

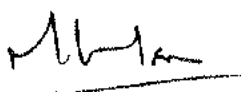
Should the Consultant leave the assignment before its completion or not deliver as per the Terms Of Reference, then Plan would have the right to deduct any pro rata fees and/or charges incurred on any travel/overhead expenses on the Consultant before settling all accounts of the Consultant.

6. **Non disclosure of Information**

Consultant acknowledges that in the course of its operations, Plan has developed and gathered extensive data- information, procedures, processes, methods and systems of a confidential and proprietary nature including, without limitation, information or evaluations pertaining to grant applications and distributions, contact persons, programs of Plan, research data, planning data, development data, experience data, business processes, methods, know-how and other confidential information, knowledge or data used or useful in conducting the operations of Plan (collectively, the "Confidential Information"); that the disclosure thereof is being made by Plan to Consultant only because of the position of trust and confidence which Consultant will occupy and because of the agreement of Consultant to the restrictions contained herein; that all such Confidential Information is the sole property of Plan; that strict protection of the Confidential Information is necessary to the successful continuation of the operations of the Plan; and that unauthorized use or disclosure of the Confidential Information would irreparably harm Plan. Consultant agrees that Consultant will not directly or indirectly divulge, disclose or use at any time, either during the term of this Agreement or at any time thereafter, any Confidential Information, unless Consultant shall first have secured the written consent of Plan or unless such disclosure or use is both necessary in the performance of the Services.

6.2 The consultant is expressly forbidden and has no authority during its engagement or after their cessation thereof, to issue any statement, orally or in writing either privately or in public through any media such as newspapers, magazines, television, internet, radio or otherwise about or in relation to Plan without any prior written approval of the Executive Director.

6.3 No duty of confidentiality shall apply to information that is or becomes publicly available, is already known to the Consultant, is independently acquired or developed by the Consultant or is legally required to be disclosed.



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7. **Return of Proprietary Information**

Upon termination of this Agreement, Consultant shall promptly turn over to Plan or its authorized agent all documents of any nature made, compiled by, or delivered to Consultant by Plan or by other persons related to the performance of the Services, and, upon payment of all fees for work performed to generate such, all documents of any nature made or compiled by Consultant in the course of performing the services, including, without limitation, any notes, memoranda, note-books, drawings, plans, financial information, research data, evaluations, methods or any other written information pertaining to Plan's operations, and other similar information whether or not marked "Confidential" or similarly labelled, and Consultant agrees that the same and all information and materials contained therein or relating thereto or developed by Consultant in the course of rendering the Services to Plan hereunder is and will at all times remain the exclusive property of Plan.

8. **Rights to Copyright**

8.1 All intellectual property, including research papers, books, photographs, computer software or other literary or pictorial books shall be considered works made for hire and all rights to copyright shall be held by Plan.

8.2 To the extent necessary to validate Plan's project results against Consultant's benchmarking database, Plan grants to Consultant a license to retain all project results in those databases used by Consultant for benchmarking and validation of Consultant analyses provided that such norms and benchmarks are used by Consultant solely on a non-identifiable basis.

8.3 The project deliverables may not be used in legal proceedings. If Plan publicizes or otherwise discloses the project deliverables outside of Plan's organization, such publication or disclosure shall not be presented in a misleading manner. Plan is encouraged to consult with Consultant regarding the form and content of publication of the findings. Prior written agreement must be secured from Consultant regarding any publication from the project deliverables or any application/registration with government authorities that identifies Consultant as the source of information; such agreement shall not be unreasonably withheld or delayed.

8.4 All of Consultant's research methodologies, templates, approach to questionnaire design, general market research know-how, pre-existing Consultant intellectual property and Consultant syndicated or syndicable data used or developed in conducting the survey or project remains the sole and exclusive property of Consultant.

9. **Arbitration**

The parties hereto agree and declare that if any disputes or differences shall arise touching or concerning these presents or the interpretation thereof the parties hereto agree to resolve such disputes and differences by mutual negotiation and failing settlement by mutual negotiation the disputes and differences shall be referred to arbitration by a sole arbitrator to be appointed by mutual agreement of the parties. The arbitration shall take place in New Delhi and all arbitration shall be held in accordance with the Indian Arbitration and Conciliation Act, 1996. The courts located in Delhi shall have exclusive jurisdiction for all matters relating to any dispute or difference between the parties. Any award made by the Arbitrator shall be final and binding upon the parties hereto and it may be enforced by the parties hereto in the High Court of New Delhi by making the same the rule of the said Honourable Court.

10. **Enforcement**

Consultant agrees and acknowledges that Plan will suffer irreparable injury and damage and cannot be reasonably or adequately compensated in monetary damages for the loss it may

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suffer as a result of a breach or violation by Consultant of any of the obligations contained in Sections 4, 5, or 6 hereof. Accordingly, in addition to any other remedies to which Plan shall be entitled to apply to a court of competent jurisdiction for both a preliminary and permanent injunction or similar court order enjoining Consultant from violating any of the provisions of Sections 4, 5, or 6 hereof, and consultant consents to submit for this purpose to the jurisdiction of the High court of New Delhi.

11. Independent Contractor

The consultant shall perform the Consultancy services hereunder as an independent Contractor, it being agreed that nothing contained herein shall be construed as establishing or creating a relationship of master and servant or principal and agent and it being further agreed that the position of the Consultant and that of the Consultant's services rendering the Consultancy Services is that of an independent contractor. It is also further agreed that all persons who are employed or engaged by the Consultant or perform work for the Consultant (including the Consultant's Personnel) in connection with the Consultancy Services whether they be the Consultant's employees, servants and agents or independent specialists or otherwise, shall be deemed to be its employees and the Consultant shall accept full and exclusive liability for the payment of all salaries, wages, commissions and other remuneration to such persons including payment of all and any taxes, duties, fees and other impositions, both within and outside India. The Consultant shall indemnify Plan against the foregoing liabilities and any other liability that Plan may in law incur in respect of persons who are employed or engaged by the Consultant by reason of such employment or engagement and the aforesaid obligation to indemnify Plan shall survive the final payment and settlement hereunder. In the event such liability exceeds the final payment, the consultant would reimburse Plan and in default of payment Plan would be entitled to take recourse to Proceedings as specified in this agreement or as provided by law.

12. Claims

12.1 With respect to its rendering of the Consultancy Services, the Consultant shall indemnify and hold Plan harmless from any and all claims, liabilities and causes of action for injury to or death of any person including the Consultant's Personnel or for damage to or destruction of property of Plan or third parties resulting from any and all acts or omissions of the Consultant and/or the Consultant's Personnel in rendering the Consultancy Services.

12.2 Plan agrees to indemnify and hold harmless Consultant against all claims, damages, loss or expenses arising from Plan's disclosure of the project deliverables outside of Plan's internal organization or from any use of the project deliverables other than as expressly permitted in this Agreement.

12.3 Consultant shall use reasonable efforts to correct errors in the project deliverables and shall refund fees paid for any undelivered project deliverables or that part of any erroneous project deliverables that cannot be corrected. Consultant's total liability relating to work for any project commissioned under this Agreement shall not exceed amounts paid for such project. These remedies are exclusive.

13. Taxes

Plan shall not be liable for any payments of taxes, duties, fees and other impositions levied by any governmental authority or otherwise in India in respect of any payment to be made in connection with the rendering of the Consultancy Services (save and except such withholding tax applicable to such fees and deducted therefore by Plan). Such payments shall be borne and paid for by the Consultant and the Consultant shall indemnify Plan and keep Plan indemnified and harmless in respect thereof.



आशुकी विश्वविद्यालय
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Ashoka University Delhi
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Kushabhwa Road, Kusalawa Gola, Delhi-110006
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14. **No Assignment by Consultant**

The Consultant's obligations hereunder and rights to receive payment therefore are hereby expressly declared to be non-assignable, non-delegatable, and non-transferable.

15. **Entire Agreement**

This Agreement constitutes the entire agreement between the parties and may not be amended or modified except by a written instrument signed by both parties hereto.

16. **Governing Law**

This Agreement shall be governed by the laws of India.

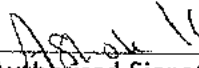
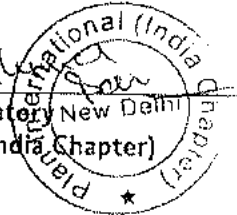
17. **Notice**



Any notices required hereunder shall be in writing, sent by registered post to Plan or Consultant at their respective addresses set forth above, as the case may be.

18. **Severability**

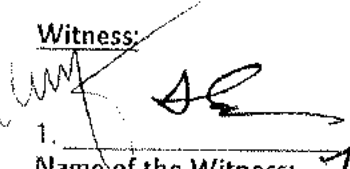
The invalidity or unenforceability of any particular provision of this Agreement shall not affect the other provisions hereof, and this Agreement shall be construed in all respects as if such valid or unenforceable provisions were omitted.

IN WITNESS WHEREOF, the parties have executed this consultancy Agreement in duplicate on the date first above written.

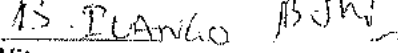

For Authorised Signatory New Delhi
Plan International (India Chapter)



For Consultant
Ambedkar University Delhi

कुलसचिव / Registrar
विश्वविद्यालय दिल्ली
Ambedkar University De
एम्बेडकन रोड, कश्मीरी गेट, दि
Lal Bahar Road, Kashmere Gate
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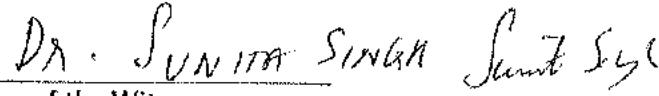
Witness:

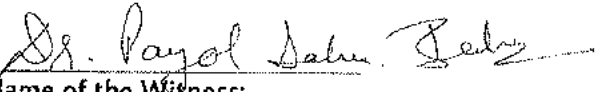
1. 
Name of the Witness: JEET SINGH

Address: E-12, Kailash Colony, New Delhi-110048.

2. 
Name of the Witness: B. PRANSHU

Address: E-12, Kailash Colony, New Delhi-110048.

1. 
Name of the Witness: DR. SUNITA SINGH

2. 
Name of the Witness: DR. PAYAL SAHU

TEMPLATE: TERMS OF REFERENCE (ToR)

Terms of Reference: Development of Responsive Care & Early Stimulation Framework & Manuals.

A. About Plan India

Plan India, a member of Plan International Federation, is a nationally registered independent child development organisation committed to creating a lasting impact in the lives of vulnerable and excluded children, their families and communities. For over 35 years, Plan India and its partners have improved the lives of millions of children by providing them access to protection, basic education, proper healthcare, a healthy environment, livelihood opportunities and participation in decisions which affect their lives.

Plan India is a child-centred development organization with no religious, political or governmental affiliations. Plan India's Country Strategic Plan IV (2016-2020) goal is to be "the leading child development organization in India, known for the lasting impact created in the lives of the vulnerable and excluded children and their communities." Aiming to impact the lives of two million children directly and five million children through advocacy and policy influence. Plan India programs cover ten states with six strategic objectives: child survival, growth and optimal development; water, sanitation and hygiene; education; economic development; disaster risk reduction and protection. Gender and social inclusion is a cross cutting theme and Plan India also implements programs specifically focusing on gender based issues.

Plan recognizes that critical building blocks in a child's overall development are made during the early years. Children learn from the moment they are born. In fact there is evidence to substantiate that a child's brain is developing even before birth and is affected by the mother's health as well as some external events. Early Childhood Care and Development (ECCD) is therefore one of the core program areas into which Plan makes major investments. Plan supports comprehensive interventions that holistically address the multifaceted needs of children aged 0-6 years and ensures that their basic rights are safeguarded.

Programme background

Plan India's ECCD strategy document in CSP IV define goal & objectives as summarised below

Goal: All girls & boys below 6 years in Plan's operational areas have access to developmentally appropriate responsive care and learning opportunities at home and childcare centres that serve to actualize their development potential.

Objective 1: All girls & boys below 6 years in Plan operational areas have access to developmentally appropriate responsive care at home and child care centres.

Objective 2: All girls & boys below 3-6 years in Plan operational areas have access to developmentally appropriate learning opportunities at home and child care centre.

ECCD programs will aim at improving access to developmentally appropriate responsive care and learning opportunities at home and childcare centres that serve to actualize their development potential. One of



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the key strategy of the program will be providing a continuum of care & learning opportunities in a life-cycle approach aimed towards impacting child development.

B. Purpose of the consultancy

ECCD has been an area of importance in Plan and significant work was done in this theme but activities were largely focusing on domains of health, nutrition, birth registration and school participation. The framework and manual will provide a way forward to build responsive care, stimulation and learning as distinct & integrated interventions alongside nutrition, health, sanitation, participation and protection for young children by moving beyond survival to optimal development for all children.

The objective of this consultancy is to develop framework and manuals on responsive care and early stimulation. 2 core components of the assignment have been defined as

1) **Responsive Care** which includes range of activities undertaken (by parents/ caregivers) to meet the social, emotional, intellectual and physical needs of young children in ways that are aligned to individual developmental advances being made by the child.

2) **Early Stimulation** which will include providing young children with constant opportunities to interact with caring people and to learn about their environment (World Bank).

The framework and manuals will guide program team on comprehensive & inclusive development of young children. The manual will also be used as a reference document by other program teams like child protection, WASH, Health, Education and DRR to engage with families and young children.

D. Objectives.

1. To develop framework based on core activities for Responsive Care and Early Stimulation (RCES) for children based on 3 age cohorts - Under 3 years, 3-6 years old & 6-8 years for comprehensive child development.

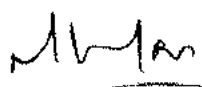
2. To develop two training manuals for the program team on core activities under Responsive Care and Early Stimulation (RCES)

E. Key indicators as aligned to CSP IV Performance Metrics and Outcome Indicators

The assignment will support Strategic objectives 1 & 3 of the CSP IV.

Strategic Objective 1: Improved access to quality reproductive, maternal, child and adolescent health services that directly benefit 300,000 women in the reproductive age group, one million adolescents (at least 50% girls) and 300,000 children under five years, especially from the vulnerable and excluded groups in 6,000 villages and urban slums; along with two million children and adolescents indirectly supported through advocacy and policy influence actions.

Strategic Objective 3: Improved holistic learning and quality education (pre-primary to secondary education) in 3,000 ECCE/Anganwadi centres and 3,000 schools directly benefiting one million children in



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the age group of 3-18 years in 3,000 villages and urban slums; along with 4 million children supported through ECCE Education system advocacy and policy influence actions.

Assignment will also support key outcome indicator of CSP IV.

a) % of increase in mothers, fathers & caregivers doing at least three play activities with their under 3 year girls & boys in the last three days.

b) Increase in % of ICDS/ECCE centres where ECE activities are conducted for 3-6 year olds for 4 hours a day for at least 21 days in a month

Methodology

Steps	Activities	Deliverables
Desk review	Desk review of available documentation/guidance material/studies on RCES in India & globally to understand the key learnings from different models.	5 pagers (max) document highlighting the available responsive care models.
Development of detailed plan for the assignment	Agreement on the activities schedule, overarching framework, sequence of chapters.	1 report on detailed work plan and schedules.
Consultation with the Plan's Technical advisors & Plan's State point persons	Analyse and build on standards from the wider sector including agreement on sector linkages.	1 day consultation meeting with Plan's Technical Advisors. 4 skype calls with State point persons.
Sharing of a draft framework	Input/consultations through meetings & skype calls with Plan's working group and external technical experts.	Consultation with Plan's working group and internal and external key resource persons
Field consultation and testing	Field testing of framework and manuals will be done in 2 states.	Delhi & Rajasthan
Finalisation of the framework & manuals	Finalise the documents based on working group inputs.	1 framework & 2 manuals

E. Reference documents for the assignment

Key reference documents for this assignment will be nationally and globally accepted sector standards, restructured ICDS framework, National Early Childhood Care and Education (ECCE) Policy, Plan International's ECCD program framework and Plan India's thematic strategies.

F. Deliverables & Time Period

The entire process will be done in 2 phases.

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Lotus Road, Rohtas Gate, Delhi-110006
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Phase 1 (Jan-March'2016)

June - Aug. 2016.

The recruited individual/organisation would therefore be required to undertake the following:

1) Development of RCES framework

The document will list down all core interventions required for the overall development of children based on three age cohorts-Under 3 years, 3-6 years old & 6-8. The framework will define and focus on continuum of development for a young child.

RCES interventions framework will be used

1. To define the core services/interventions required by young children.
2. To provide implementation framework for ECCD program across any population, setting, and delivery mode.
3. To be a reference document for planning and evaluating ECCD program across Plan India.
4. To support in identifying and planning for Staff Development Needs

Deliverable: One document developed through infographics

2) Development of RCES manual

The manual will provide information on responsive care and early stimulation interventions and its importance on the overall development of children. The manual will be used to improve the regional capacity and leadership of ECCD and other thematic practitioners who are involved with children under 3 years. The manual will also spearhead the development of specialised training modules and manuals on early childhood development programs during development and emergency situation.

Manual will be based on science of early childhood and brain development. Play, attachment with caregivers and communication will be promoted as a key strategies with which a child learns and reinforces his/her developing skills.

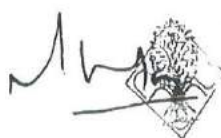
Age group: Birth to three years.

Deliverable: One manual.

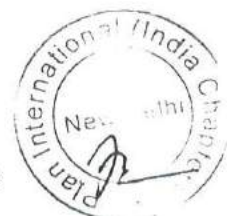
Phase 2 (Oct-Dec'2016)

The manual will provide information on responsive care and early stimulation interventions and its importance on the overall development of children. The manual will be used to improve the regional capacity and leadership of ECCD and other thematic practitioners who are involved with children in 3-6 years. The manual will also spearhead the development of specialized training modules and manuals on early childhood development programs during development and emergency situation.

Manual will be based on science of early childhood and brain development. Play, attachment with caregivers and communication will be promoted as a key strategies with which a child learns and reinforces his/her developing skills.



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University Delhi
कस्बा रोड, दिल्ली-110006
Kashmere Gate, Delhi-110006
www.aud.ac.in



Age group: Three to Six years.

Deliverable: One manual.

For ensuring regular guidance and input Individual/Organization will work closely with Plan's reference group headed by Technical Advisor, ECCD.

G. Terms of Payments

- a) On submission of RCES framework-20%
- b) On submission of first draft of the manual-30%
- c) On submission of final manual One -25%
- d) On submission of final manual Two -25%

H. List of Deliverables

- a) RCES framework
- b) Two RCES manuals for 0-3 years & 3-6 years age cohorts.

I. Clauses if any

a) Copyright information

Documents developed with the support of consultant shall be owned by Plan India with due acknowledgement of the technical team.

b) Contact with children -Level 3

Plan is committed to protect children and to prevent them from any harm they may be exposed to through our work. Therefore, the successful individual/organisation will be requested to sign and comply with Plan's Child Protection Policy.

c) Brief for the Technical Resource Agency

- Minimum 8 years' experience in ECCD field with sound understanding of the major issues of Early Childhood Care and Development (ECCD), Integrated Child Development Services (ICDS) and child rights
- Experience of minimum five activity based manuals development on ECCD/Health issue.
- Experience of working in minimum three assignments with govt/UN/International organisations.
- Experience on disability ,gender and emergency will be an added advantage
- Openness to work in consultation with Plan's team.



Dr. Anil Kumar
Head, Centre for
Early Childhood
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Vasant Vihar, New Delhi-110007
Phone: 011-26191111
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CHILD PROTECTION POLICY

Say "YES" To Keeping Children Safe

SUMMARY / PURPOSE

As an Indian child-centered community development organisation whose work is underpinned by the United Nations Convention on the Rights of the Child (UNCRC), Plan is committed to promoting the rights of children including their right to be protected from harmful influences, abuse and exploitation. Plan takes active measure to ensure children's right to protection are fully realized.

Plan acknowledges its expectation that its employees and other who work with Plan have children's best interest at the heart of their involvement with Plan.

The Child Protection Policy is Plan's statement of intent that demonstrates our commitment to safeguarding children from harm and makes clear to all in the organisation and who come into contact with us what is required in relation to the protection of children, and that child abuse in any form is unacceptable to Plan.

Vision

We aim to create "child safe" environments, both internally and externally, where children are respected, protected, empowered and active in their own protection, and where Staff are skilled, competent and well supported in meeting their protection responsibilities.

Statement

Plan is committed to actively safeguard from harm and ensuring children's right to protection are fully realized. We take seriously our responsibilities to promote child safe practices and protect children from harm, abuse, neglect and exploitation in any form. In addition, we will take positive action to prevent child abusers from becoming involved with Plan in any way and take stringent measures against any Plan Staff and / or Associate who abuses a child. Our decisions and actions in response to child protection concerns will be guided by the principle of "the best interests of the child".

1. A **Child abuse** is defined as all forms of physical abuse, emotional ill-treatment, sexual abuse and exploitation, neglect or negligent treatment, commercial or other exploitation of a child and included any action that result in actual or potential harm to a child.

Child abuse may be a deliberate act or it may be failing to act to prevent harm. Child abuse consists of anything which individuals, institutions or processes do or fail to do, intentionally or unintentionally which harms a child or damages their prospect of safe and healthy development into adulthood.

3. **Child Protection**, within the scope of this policy, is defined as the responsibilities, measures and activities that Plan undertakes to safeguard children from both intentional and unintentional harm.

The Child Protection Policy applies to everyone working for or associated with Plan. It encompasses the whole of Plan and includes without limitation:

1. **Staff at all levels** - in offices, in field or elsewhere
2. **Plan Associates** - these include board members (international and National Boards), volunteers, community volunteers, sponsors, consultants and contractors. Also the staff and / or representatives of partner organizations and local governments who have been brought into contact with children or are party to Plan's child sensitive data while working for or with Plan.
3. **Plan Visitors** - (e.g. donors, journalists, media, researchers, celebrities, staff family members, etc.) who may come into contact with children through Plan are also bound by this policy.

Plan staff, associates and Visitors must:

1. Never abuse and / or exploit a child or act/ behave in any way that places a child at risk of harm.
2. Report any child abuse and protection concerns they have in accordance with applicable local office procedures. That is a mandatory requirement for staff. Failure to do so may result in disciplinary action.
3. Respond to a child who may have been abused or exploited in accordance with applicable local office procedures.
4. Cooperate fully and confidentially in any investigation of concerns and allegations.
5. Contribute to an environment where children are respected and encouraged to discuss their concerns and rights.
6. Always ask permission from children (or, in the case of young children, their parent or guardian) before taking images (e.g. photographs, videos) of them. Respect their decision to say no to an image being taken. Ensure that any images taken of children are respectful (for example, children should have adequate clothing that covers up the sexual organs. Images of children in sexually suggestive poses or what in any way impact negatively on their dignity or privacy are not acceptable. Stories and images of children should be based on the child's best interest).
7. Disclose information that identifies sponsored or grant beneficiary families or children or make it available to the general public without explicit consent from Plan.
8. Ensure that each Plan Office has in place local procedures that are consistent with the global Child Protection Policy and with the document, *Reporting and Responding to Child*

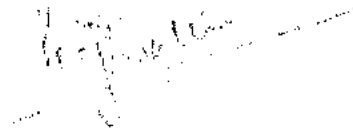
Select on issues in Plan to respond to incidents of child abuse. Local procedures should be developed with assistance of local advisors in accordance with the local law. Any deviation therefore must have prior formal approval from the National Director.

Ensure that local procedures are made available in local languages

We are committed to ensuring that our Staff and representatives apply high standards of behavior towards children within both their professional and their private lives

Plan does not intend to dictate the belief and value systems by which Plan employees conduct their personal lives. Plan's position throughout the world is dependent, however, on maintaining good relations and upholding its reputation as a child-focused community development organization with numerous organizations. Unlawful or other conduct by Plan employees which jeopardizes Plan's reputation or position whether during or after business hours will not be permitted. Such conduct includes, but is not limited to, any unlawful activities related to sexual abuse, sexual harassment, physically / verbally abusive behavior and public disorderly conduct.

Staff and Associates are required to bear in mind the principles of the Child Protection Policy and heighten their awareness of how their behavior may be perceived both at work and outside work

A handwritten signature in dark ink, appearing to read "John J. ...", is written over a faint, illegible printed name. The signature is slanted and includes a long horizontal stroke at the end.



Say 'Yes!' to Keeping Children Safe

Plan India's Policy On Child Protection

2016

Acknowledgement Receipt

This is to acknowledge that I have received Plan India's policy on Child Protection

Name: VENITA KAUL

Signature Venita Kaul

Designation Director CECED

Organizations CECED, Ambedkar University Delhi

Date 20/5/2016



Venita Kaul

Director
Centre of Early Childhood Education and Development
Ambedkar University, Delhi
Halter Road, Kashmiri Gate, Delhi-110005
Website: www.ceced.org

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Dr. B. R. Ambedkar University Delhi, is a public university guided by Dr Ambedkar's vision of bridging equality and social justice with excellence by creating sustainable and effective linkages between access to and success in higher education. AUD has an established Centre namely, 'Centre for Early Childhood Education and Development' (CECED) to address issues of quality and inclusion in policies and provisions for the young children. The CECED of AUD has a mandate to expand the landscape of indigenous knowledge on Early Childhood Education and Development (ECED), strengthen the momentum for ECED, and critique and provide policy related advice and feedback on the existing programs and provisions for children, in an intellectually nurturing, multi-disciplinary academic setting to various National and International Agencies

The Early Literacy Initiative

The Early Literacy Initiative (ELI) is an initiative of TISS, Hyderabad to address the urgent need for sustained work in early literacy in the country and is supported by the Tata Trusts. The project is anchored at the Azim Premji School of Education at TISS Hyderabad with Dr. Rekha Pappu as the Project Director. It is guided by an Advisory Committee with members from TISS, the Tata Trust and external experts in the field of early literacy.

It is envisaged that the ELI will perform a nodal function in terms of domain building by coordinating a range of systematic and well-coordinated initiatives in early literacy in different parts of the country. It will also play a leadership role in terms of providing visibility to a much neglected domain, as well as direction in terms of steering it. Specifically, the proposal has a three-fold objective:

1. Teaching: Building capacities in early literacy at multiple levels (that of teachers, teacher educators and researchers).
2. Research: Engaging in knowledge building by undertaking research and developing materials for use by practitioners.
3. Advocacy and Networking: Engaging in national level dialogues and advocacy on early literacy issues.

Purpose of the MoU

Since the ELI is largely a domain building exercise, the design would be more robust and likely to succeed if the initiative is seeded at different locations of the country and with different academic institutions aligned to the objectives of this project. CECED, AUD has been selected as a partner on this initiative given the common concerns, vision and commitment of the two institutions (TISS and AUD). Importantly, AUD already has ongoing courses and programmes that address early language and literacy, with Dr. Sunita Singh as an identified subject-expert in this area. AUD is well positioned to partner with TISS for ELI.

This MoU is being signed to mutually strengthen the field of Early Literacy. AUD through due procedures is expected to actively allocate faculty time as deemed appropriate of Dr. Sunita Singh, for contributing to the various facets of knowledge building, dissemination and advocacy to strengthen the field of early literacy in collaboration with TISS.

Dr. Sunita Singh

Dr. Rekha Pappu

Dr. Rekha Pappu

Mechanisms of the Collaboration

1. Activities: The collaboration between TISS Hyderabad and AUD will be in relation to activities undertaken with respect to each of the three objectives outlined above. These would include:

- i. Teaching**
 - a. Offering courses and modules in early language and literacy. Several courses related to the domain are already offered at AUD at the Masters in Education and the undergraduate levels. AUD will continue to offer these courses and will also review the need/scope for offering additional courses in this area (in Year 1), and design and offer these courses (in Year 2).
 - b. Offering short term courses/workshops for teacher educators, state-level functionaries in education and NGOs working in the area of education.
 - c. Endeavouring to attract M.Phil/Ph.D. students who are willing to conduct research in this domain.
- ii. Knowledge Creation and Dissemination**
 - a. Participate in efforts to disseminate available knowledge in the area through collection/selection of publications and resources, workshops, creation of a knowledge portal, newsletter, and the like.
 - b. Conduct one original research study in the area of early language and literacy and provide a publishable-quality report on the same by the end of the duration of the collaboration.
- iii. Advocacy and Networking**
 - a. Participate in conceptualizing and conducting one national-level consultation in early language and literacy.
 - b. Engage in advocacy/networking efforts of the ELI on an as-needed basis, with two primary goals — bringing about changes in policy at state/national levels; and building a robust network of practitioners and academics whose work will sustain post the initiative.

Annexure 1 Scope of Activities,

Annexure 2 ELI project budget for the year 2017-2019 (for AUD)

Annexure 3 Proposal on “Community Literacies and Schooling” (at AUD)

- 2. Finance:** TISS Hyderabad will provide financial support to the extent of Rs.20.21 Lakhs to AUD for conducting the above mentioned collaboration, as per the details in Annexure II. TISS will release the first instalment for six months (of year one) budget upon signing the MoU to AUD. AUD will submit an expenditure statement and utilisation certificate in GFR 19A format as per the broad heads of the agreed budget and audited utilisation certificate and Statement of Expenditure at the end of every financial year for release of the next instalment. All expenditures, payments need to have necessary documentation as per the financial norms and be available for audit purposes by TISS, in case of necessity. An audited statement of expenditure and Utilisation Certificate summarising the expenses for the entire duration of the project has to be submitted at the end of the project.

- 3. Timelines:** The Early Literacy Initiative is supported by the Tata Trusts, beginning from March 2015. An extension of the project has been granted till



December 2019. This agreement between TISS and AUD therefore is for the period between September 2017 and December 2019.

4. **Review and other support:** AUD will work with the Project Director, Dr. Rekha Pappu and the overall project lead, Prof. Shailaja Menon, to finalise various aspects of the work they take up as part of the collaboration and will share project updates every six months.
5. **Sharing of Information from this Project:** The learning from this project will be made available to a larger audience. Specific opportunities to share the learning would include schools; academics; learning and sharing workshops with interested organizations and people from different parts of the country working in the domain of school-education reform; and publishing about learning and experiences from this project in relevant media, journals etc. TISS Hyderabad and AUD will actively create opportunities to share the work done as part of this project, to a wider audience.
6. **Intellectual property:** All intellectual property arising out of the activities undertaken by AUD as part of ELI is to be used for non-commercial purposes. AUD must inform and get consent from the Project Director before using data or analyses from the project for publication or dissemination of any kind. The Early Literacy Initiative and TISS Hyderabad must be acknowledged when putting out in the public domain reports or publications or modules deriving from the project.

7. **Termination of agreement:**

Either party will have the right to terminate this agreement with 2 months' notice to the other.

8. **Governance and Jurisdiction:** This agreement shall be bound by the laws of India and the jurisdiction shall be the High Court of Mumbai.

In witness where of this agreement has been executed on this day of the year first above written.

For and on behalf of TISS Hyderabad

Authorised signatory:



Name: Dr. C.P. Mohan Kumar (Registrar)
(Registrar) **REGISTRAR**
Tata Institute of Social Sciences
Deonar, Post Box No. 9013
Mumbai-400 088

Witnesses

a)


For and on behalf of AUD:

Authorised signatory:



Name: Professor Asmita Kabra,

Witnesses

a) Ms Saanchi Maswala 
Prog. Manager, CELED

ANNEXURE I

EARLY LITERACY INITIATIVE: SCOPE OF ACTIVITIES

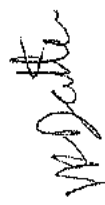
The scope of activities for each of the three objectives of the ELI is described in this section.
Objective 1: To create a shared and evolving understanding of the teaching and learning of early literacy in Indian contexts through documentation and dissemination of knowledge that is currently available; as well as the creation of new knowledge and understandings through research and experience sharing.

Scope of Activities

The two sub-goals of this objective are: (a) knowledge creation; and (b) knowledge documentation and dissemination.

In order to accomplish each of these sub-objectives, the following activities have been planned:

1. Creation of new knowledge: A minimum of three research projects will be undertaken over the course of three years of the ELI, one at each of the three sites – Hyderabad, Bangalore and Delhi. Each project would be engaged in for no less than 24 of the 36 months of the project, including conceptualization, implementation and analysis, making these “medium-sized” research projects in terms of scope. The AUD anchor, Dr. Sunita Singh has proposed to complete a project on Community Literacies and Schooling for the ELI. The co-researchers in the project are Dr. Prabhat Rai (School of Education Studies, AUD) and Mr. Surajit Sarkar (Centre for Community Knowledge, AUD) (Annexure 2). Dr. Manish Jain (School of Education Studies, AUD) will work on “Language and Literacy Education in Colonial India: A Socio-Historical Study” with TISS, Hyderabad.
2. Dissemination of knowledge
 - a. Creation of knowledge portal related to early literacy. An online web-site will be created during Year 1 of the project and will be made available for public use during Years 2 and 3 of the project. This portal will provide a forum for disseminating (i) published and unpublished work in early literacy conducted in India; (ii) policy documents related to early language and literacy instruction in India; (iii) pedagogical resources for early literacy (such as, videos, etc.); (iv) list groups and NGOs working in the area; and (v) reference list of important books and articles in early literacy published in Western and Indian contexts.
 - b. ELI Newsletter. An e-newsletter will be circulated by ELI twice each year, which includes brief articles and resources of interest to practitioners, book reviews, announcements from the field, as well as updates on the progress of the ELI project.



- c. National Consultation on Early Literacy. Subject to availability of funds, a symposium will be organized in the second year of the initiative that brings together a select group of practitioners and scholars working in the area of early literacy. Important presentations/outcomes from the symposium will be disseminated in various forums.

Expectations from AUD: AUD would be expected to contribute on a regular and/or as-needed basis to these various activities. For example, pieces for the website/newsletter could be contributed. AUD will be expected to play a supportive role in organizing the National Consultation on Early Literacy (year 2017/2018), subject to availability of funds. AUD's contribution would largely be in terms of help with conceptualizing the event, and not with any financial arrangements.

Objective 2: To create a cadre of knowledgeable and well-prepared professionals at various levels, such as, at the levels of university faculty, teacher educators, teachers and allied professionals working in the educational sector.

Scope of Activities:

This objective will be accomplished by working at several different levels:

1. By appointing/recruiting faculty and research assistants in participating institutions. Indian universities do not typically have faculty/research positions devoted to early literacy. Both TISS Hyderabad and AUD, Delhi, already have at least one faculty knowledgeable in early literacy (Dr. Maxine Bernstein and Dr. Sunita Singh). In addition, TISS, Hyderabad has recruited faculty for the project, Dr. Shailaja Menon. Each participating site will also recruit research assistants and invite other research collaborators interested in learning and contributing to early literacy. This small team of interested participants will not just bring their expertise to the table, but will also use each other and the opportunities provided by ELI to grow their own understandings and ideas about early literacy teaching and learning in Indian contexts.
2. By developing and offering courses related to early literacy and language at the university-level. Both TISS, Hyderabad and AUD, Delhi already offer several courses related to early language and literacy as a part of their M.A/M.Phil. courses. These courses could be reviewed and strengthened based on feedback from ELI core team members. In addition, each site could propose 1-2 new courses related to this domain over 3-year period of the project. Table 1 presents a listing of courses related to early language and literacy that exist/will be developed at AUD (as submitted by Dr.Sunita Singh, AUD).

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Table 1: List of Existing and Proposed Courses

Courses	AUD-Delhi
Existing	School of Education: 1. Language Development and Early Literacy (4 credits) — Required 2. Literature and the Young Child (4 credits) — <u>Elective</u> School of Liberal Studies: 1. Multilingualism (4 credits) — <u>Elective</u>
New/Proposed	MA 1. Writing in the early years UG: 1. Language, literacy and society 2. Pedagogy of English

4. By encouraging interested students to undertake M.Phil and Ph.D. dissertations in this domain and providing necessary guidance for the same.
5. By developing and offering modules related to early literacy and language at the D.Ed./NGO level. The ELI will develop a number of modules in early literacy that can be offered as stand-alone short-term courses/workshops or as part of a longer-term programme on capacity building. These modules will be designed keeping in mind the needs of teacher educators, state-level functionaries in education and NGOs working in the area of education. The modules will be developed during Year 1, and target audiences and their needs will also be identified during this time. Modules will be offered on an ongoing basis during Years 2 and 3.

Expectation from AUD: Offering new courses would be subject to the needs/interests of each programme/institution, and the availability of interested students at each site. AUD is expected to review the possibility of offering new courses in early literacy, and if deemed possible, courses be developed and offered within the time-frames of the initiative. Dr. Sunita Singh is also encouraged to offer at least 3 short-term (1-2 day) modules/workshops for practitioners over the course of the 3 years of ELI.

Objective 3: To provide visibility and leadership to work in early literacy by engaging in national level dialogues and advocacy on early childhood and elementary education; and by networking with scholars, policy-makers and other professionals working in allied areas.

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Scope of Activities:

1. The creation of the knowledge portal (see Objective 1) partially meets this objective, since it creates a network of professionals working in the area and makes resources available to all.
2. The ELI team will identify and connect with key policy makers at the state and national levels in order to work towards some policy-level changes in early literacy.
3. Subject to availability of funds, the ELI team will conduct a National Consultation on Early Literacy with a select group of scholars and practitioners. Outcomes of the symposium will be used to provide thought leadership and practicable ideas to the field through publications and presentations.

Expectation from AUD: To actively participate in efforts at national/state levels to generate awareness/policy-level changes in early language and literacy. Actively allocate time for contributing to the various facets of knowledge building, dissemination and advocacy to strengthen the field of early literacy in collaboration with TISS. This will be done in coordination with other ELI team members.





Annexure 2: ELI project budget for the year 2017-2019 (for AUD)

S. No.	Line Items	Unit Price in INR	Year 1: Sept.-Dec-2017 (INR)	Year 2: Jan-Dec.2018 in INR	Year 3: Jan.-Dec.2019 in INR	Total in INR	Remarks
1	CECED Resource Fee		75,000	120,000	132,000	327,000	Cost of Faculty and the Project Management team
2	Salary of Project Assistant (1)	25000	100,000	330,000	363,000	793,000	Annual increment in the salary@10%
3	Field Work Cost & travel	200000	75,000	225,000	225,000	525,000	The cost includes travel, communication, food, tools development, photocopies, printing, and any other field related expenditure for project team, outstation travel including lodging boarding etc. as per CECED policy.
4	Contingency		25,000	65,000	70,000	160,000	This will include the cost of stationary, communication, office supplies for the team, meeting related expenses etc.
5	Total		275,000	740,000	790,000	1,805,000	
6	Overhead @12%		33,000	88,800	94,800	216,600	As per AUD norms and to be transferred to AUD
7	Grand Total		308,000	828,800	884,800	2,021,600	

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Annexure 3

Proposal on “Community Literacies and Schooling”

Sunita Singh (Centre for Early Childhood Education and Development), Prabhat Rai (School of Education Studies) and Surajit Sarkar (Centre for Community Knowledge)
Ambedkar University Delhi

This research project will focus on community literacies and the role it plays in the schooling of children. It builds on the understanding that literacy practices are shaped by the sociocultural lives in the community and the power dynamics in the society. The project will be situated in Delhi across two communities that are largely constituted by migrant populations from the eastern parts of the country. While the history of migration of individual families and their current lives are key in understanding how their identities are shaped—these also lend to multiple forms of literacy practices within the community and also from outside. However, as parents navigate schooling for their children, they are faced by the mainstream normative discourse and forms of schooling that may or may not connect with the literacy practices in the community. Given the complexities of the project in identifying community boundaries and contexts across school, qualitative methods will be used for data collection and analysis which will include community visits, interviews with various stakeholders in the community and also mapping daily life of parents and children.

Outline of the Proposal:

1. Introduction
2. Research Questions
3. Significance of the Study
4. Methods
5. Timeline

1. INTRODUCTION

This research project will focus on community literacies and the role it plays in the schooling of children. It builds on the understanding that literacy practices are shaped by the sociocultural lives in the community and the power dynamics in the society

There is an intertwined relationship between children’s care, their expressions and adult beliefs and this is contextualized within the social, cultural, and psychological worlds (Chaudhary, 2013). Tuli (2012) points out that raising children often requires continuous engagement and interaction between the child, the family and the various social structures in rural and semi-urban setups. Additionally, a growing body of research from the west has acknowledged the positive impact of family involvement on achievement in the later years (Henderson & Berta, 1994; Olmstead & Rubin, 1983). A strong connection between home, school, and community helps students connect to the school curriculum and promote literacy development (Moll & Gonzales, 1994). In order to ensure success for students in the classrooms, educators need to understand the home literacy practices so that the “funds of knowledge” acquired by the students outside the school setting could be valued in the classroom (Dyson, 2003; Moll, et al., 1992).

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This research is grounded in the literature that considers literacy from a sociocultural, social practice perspective (Barton & Hamilton, 2000; Purcell-Gates, 1995; Street, 1984). Sociocultural perspectives take into account the complexity of the negotiation of language and literacy acquisition and practices (Dyson, 2003). Literacy is seen as an ideological practice that is grounded in individual's use of literacy and influenced by social, historical, and economic factors (Street, 1984, 1993). Street conceptualized literacy as being a *socially situated practice*, challenging conceptualizations of literacy as being "neutral." Drawing upon the theoretical framework of literacy as a social practice Purcell-Gates (2007) argued that school-based literacy practices often tend to have little connections with lives of individuals. Further, when conceptualizations of literacy move away from understandings of literacy as de-contextualized practices, literacy is seen as being mediated by individuals vis-à-vis the social historical and political contexts (Brandt & Clinton, 2002).

While the wider social political structures in which families and communities are located and might shape practices in various ways, research literature from India related to home and community literacy practices is practically non-existent. In case of migrant families, their histories of migrations intertwined with their current lives are key in understanding how their identities are shaped. Family and community histories of migration couch linguistic and cultural practices with a strong sense of identity. These also tend to multiple forms of literacy practices within the community and also from outside. However, as parents navigate schooling for their children, they are faced by the mainstream normative discourse and forms of schooling that may or may not connect with the literacy practices in the family and community. Given the complexities of the project in identifying community boundaries and contexts across school, the broad research questions for this study are as follows:

2. RESEARCH QUESTIONS

1. What are the literacy practices of the families and communities?
2. How do families navigate schooling experiences for their young children?
3. How do the family and community practices literacy connect with children's schooling experiences?

3. SIGNIFICANCE OF THE STUDY

While the global discourse is shifting the rhetoric towards outcome based performance (Comber & Nichols, 2004)—this does not take into consideration how children learn as they grow in their families and communities and often takes a deficit view of the families. The significance of this research lies in the fact that it attempts to highlight the ways in which and what children learn in their families and communities and disjunctures that are faced in this process. These could be owing to various reasons—parental aspirations, dominant forms of discourse and so on. The findings of the study will have implications for the current educational scenario in India where the rhetoric is shifting towards similar trends of outcome based performance as seen in large scale assessments such as the ASER data (2005-2014). The research will also have implications for the teachers because it is imperative for teachers to understand that there are multiple pathways of language and literacy development (Gregory, et al., 2004) and home languages and literacies need to be taken into consideration in order make classroom transaction meaningful for

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students. Additionally, schools also need to take into account family literacy practices in order to make the transition for students from home to school seamless (Carrington and Luke, 2003).

4. METHODS

Qualitative methods: Qualitative methods i.e., interviews and focus group discussions will also be adopted to elicit a more nuanced understanding of the dimensions of the community literacies and schooling. Some families (2-3) will be identified for conducting in-depth case studies for the same.

Site: The project will be situated in New Delhi in one community that is largely constituted by populations from the eastern parts of the country who migrated to the area about 10-15 years ago. There is also a constant influx of more recent migrants. Access to the sites was provided by a local organization which was running schools in the two areas. The initial contact with the organization was during field placement of MA students in their school. While the school run by the organization and other schools attended by children could be a site for exploration for the study, the primary site will be the location of residence of the families.

The place located in Vasant Kunj was also the site where a massive fire broke out in 2014 (Indian Express, April 25, 2014) leaving the residents to rebuild their lives from the debris. Located near a garbage dumping ground, the “urban slum” is housed primarily with families that work as daily labourers, provide services in the neighbouring middle class households, own small businesses and so on. Living in the same area—the families currently living there become the “contact” points for new migrants from their respective villages, thus, forging strong bonds within the community.

Participants: The participants for the study will include community members including fathers, mothers, relatives and children. Local community members such as shop owners, heads of religious organization/s, teachers living in the community will also be interviewed.

Data Collection

Data will be collected from multiple sources to build up the credibility of the study. The main source of data will be interviews with the families in order to understand the existing literacy practices. Focus group interviews with community members will also be conducted. Observations will also be a part of the data collection process.

Interviews: The interview questions will focus on parents’ histories of migration, the settlement process, educational background and language and literacy practices. Additionally, parents’ perceptions regarding schooling choices, their aspirations for their children and ways they navigate the educational experiences for their young children will also be studied.

Focus Group Discussions will be conducted with respect to the history of the community, how individuals have navigated living arrangements in a new city and what kind of resources are available for them (or not).

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The Wenner-Gren Foundation

supporting worldwide research in all branches of anthropology

February 28, 2017

Ms. Preeti Sampat
School of Liberal Studies, Ambedkar University Delhi, Kashmere Gate Campus, Lothian Road
Delhi, NY 110006
INDIA

Dear Ms. Sampat:

I am pleased to inform you that your application for an Engaged Anthropology Grant has been approved in the amount of \$5,000 for the project described below.

If funding is no longer necessary, or if the amount is more than you require because of funding received from other sources, please let us know. If another grant, fellowship, paid leave, or sabbatical covers any portion of your original budget, you must submit a revised, itemized budget request.

We ask that you carefully read the attached forms before signing them. Please note that the reporting requirements must be fulfilled upon completion of your project. Both the Grant Agreement and the Grant Payment Instructions Form require signatures and must be returned to our offices. Please note that although you may elect to have payment made through your institution, as the Grantee your signature is required on these forms. If special permits or approvals are required for this project, copies must be received by the Foundation before payment of this grant can be made.

We have attached the reviewers' comments and hope that you will find these useful in the further development of your project. Please keep us informed of any changes in your contact information throughout the duration of this grant. If you have any questions, please contact our Program Administrator, Mark Ropelewski at 212-683-9312 or via email at mropelewski@wennergren.org. We look forward to hearing from you soon.

Sincerely,



LESLIE C. AIELLO
President

Sampat, Preeti, U. Delhi, Meerut, India - To aid engaged activities on "Living Histories of Land Museum," 2017, Goa India, \$5,000, approved on 2/24/2017

Enclosures

SERVICE AGREEMENT

This Contract made and entered into at New Delhi this day 30th August 2018 by and between **Plan International (India Chapter)**, a Society registered under Societies Registration Act with its office located at 01, Community Centre, Zamrudpur, Kailash Colony, New Delhi – 48, also known as Plan India, hereinafter referred to as ("PLAN") in this Service Agreement and **BHARAT RATNA DR B.R AMBEDKAR UNIVERSITY, DELHI (PROJECTS) Lothian Road, Kashmere Gate Campus, Delhi - 110006** with **PAN No AAAGB0017R** hereafter referred to as the ("SERVICE PROVIDER").

1. **Term and Scope of Services**

This Agreement will commence from **15th September 2018 to 28th February 2019** the terms of reference will be as mentioned in **Annexure I**.

2. **Warranty of Service**

The Service Provider warrants and guarantees the quality and adequacy of services which are covered by the terms of reference. Any deterioration in the quality of services rendered by the Service Provider shall entitle PLAN to determine this agreement after providing the Service Provider with 1 month notice and the decision of PLAN in this regard will be final and binding on the Service Provider.

3. **Compensation**

As compensation for the performance of Service Provider's services, hereunder, PLAN will pay **Rs. 8,20,155/- (Rupees Eight Lakhs Twenty Thousand and One Hundred Fifty Five only)** exclusive of GST to the Service Provider As mentioned in the **Annexure-I** hereto.

Payment will be made on basis on submission of invoice along with deliverable report by service provider and its approval by Plan India Staff. Payment shall be made by Cheque or Bank Transfer on submission of invoice from Service Provider. Statutory levies and taxes, if any, will be deducted from the payments made, for which necessary form will be furnished. (As mentioned in the Annexure –I hereto)

4. **Child protection policy**

PLAN is committed to the actualizing of child rights and is obligated to provide children with whom it works a safe and conducive environment. Plan's Child Protection Policy (as attached as **Annexure - II**) applies to its Plan associates which includes the parties to this agreement as much as it applies to its own staff. Any violation of the code of conduct as described in the policy is considered by Plan a serious contempt to children and Plan reserves its right to intervene in such circumstances.

5. **Non-disclosure of Information**

Service Provider acknowledges that in the course of its operations, PLAN has developed and gathered extensive data, information, procedures, processes, methods and systems of a confidential and proprietary nature including, without limitation, information or evaluations pertaining to grant applications and distributions, contact persons, programs of PLAN, research data, planning data, development data, experience data, business processes, methods, know-how and other confidential information, knowledge or data used or useful in conducting the operations of PLAN (collectively, the "Confidential Information"); that the disclosure thereof is being made by PLAN to Service Provider only because of the position of trust and confidence which Service Provider will occupy and because of the agreement of Service Provider to the restrictions contained herein; that all such Confidential Information is the sole property of PLAN; that strict protection of the Confidential Information is necessary to the successful continuation of the operations of the PLAN; and that unauthorized use or disclosure of the Confidential Information would irreparably harm PLAN. Service Provider agrees that Service Provider will not directly or indirectly divulge, disclose or use at any time,



Monimalika Day

either during the term of this Agreement or at any time thereafter, any Confidential Information, unless Service Provider shall first have secured the written consent of PLAN or unless such disclosure or use is both necessary in the performance of the Services and specifically authorized pursuant to PLAN's written Publication Policy, as the same may be revised from time to time.

6. **Arbitration**

The parties hereto agree and declare that if any disputes or differences shall arise touching or concerning these presents or the interpretation thereof the parties hereto agree to resolve such disputes and differences by mutual negotiation and failing settlement by mutual negotiation the disputes and differences shall be referred to arbitration by a sole arbitrator to be appointed by PLAN. The arbitration shall take place in New Delhi and all arbitration shall be held in accordance with the Indian Arbitration Act, 1996. The courts located in Delhi shall have exclusive jurisdiction for all matters relating to any dispute or difference between the parties. Any award made by the Arbitrator shall be final and binding upon the parties hereto and it may be enforced by the parties hereto in the High Court of New Delhi by making the same the rule of the said Honourable Court.

7. **Enforcement**

Service Provider agrees and acknowledges that PLAN will suffer irreparable injury and damage and cannot be reasonably or adequately compensated in monetary damages for the loss it may suffer as a result of a breach or violation by Service Provider of any of the obligations contained in Sections 4, 5, or 6 hereof. Accordingly, in addition to any other remedies to which PLAN shall be entitled to apply to a court of competent jurisdiction for both a preliminary and permanent injunction or similar court order enjoining Service Provider from violating any of the provisions of Sections 4, 5, or 6 hereof, and Service Provider consents to submit for this purpose to the jurisdiction of the High Court of New Delhi.

8. **Independent Contractor**

The Service Provider shall perform the Agreement hereunder as an independent Contractor, it being agreed that nothing contained herein shall be construed as establishing or creating a relationship of master and servant or principal and agent and it being further agreed that the position of the Service Provider and that of the Service Provider's services rendering the Agreement is that of an independent contractor. It is also further agreed that all persons who are employed or engaged by the Service Provider or perform work for the Service Provider (including the Service Provider's Personnel) in connection with the Agreement whether they be the Service Provider's employees, servants and agents or independent specialists or otherwise, shall be deemed to be his employees and the Service Provider shall accept full and exclusive liability for the payment of all salaries, wages, commissions and other remuneration to such persons including payment of all and any taxes, duties, fees and other impositions, both within and outside India. The Service Provider shall indemnify PLAN against the foregoing liabilities and any other liability that PLAN may in law incur in respect of persons who are employed or engaged by the Service Provider by reason of such employment or engagement and the aforesaid obligation to indemnify PLAN shall survive the final payment and settlement hereunder. In the event such liability exceeds the final Payment, PLAN would be reimbursed by the Service Provider and in default of Payment PLAN would be entitled to take recourse to Proceedings as specified in this agreement or as provided by law.

9. **Claims**

With respect to its rendering of the Agreement, the Service Provider shall indemnify and hold PLAN harmless from any and all claims, liabilities and causes of action for injury to or death of any person including the Service Provider's Personnel or for damage to or destruction of property of PLAN of third parties resulting from any and all acts or omissions of the Service Provider and/or the Service Provider's Personnel in rendering the Services.



Monimalika Day

10. **Taxes**

The PLAN shall not be liable for any payments of taxes, duties, fees and other impositions levied by any governmental authority or otherwise in India in respect of any payment to be made in connection with the rendering of the Services (save and except such withholding tax applicable to such fees and deducted therefore by PLAN). Such payments shall be borne and paid for by the Service Provider and the Service Provider shall indemnify PLAN and keep PLAN indemnified and harmless in respect thereof.

11. **No Assignment by Service Provider**

The Service Provider's obligations hereunder and rights to receive payment therefore are hereby expressly declared to be non-assignable, non-delegatable, and non-transferable.

12. **Entire Agreement**

This Agreement constitutes the entire agreement between the parties and may not be amended or modified except by a written instrument signed by both parties hereto.

13. **Governing Law**

This Agreement shall be governed by the laws of India.

14. **Notice**

Any notices required hereunder shall be in writing, sent by registered post to PLAN or Service Provider at their respective addresses set forth above, as the case may be.

15. **Severability**

The invalidity or unenforceability of any particular provision of this Agreement shall not affect the other provisions hereof, and this Agreement shall be construed in all respects as if such valid or unenforceable provisions were omitted.

IN WITNESS WHEREOF, the parties have executed this Agreement in duplicate on the date first above written.

[Handwritten signature]

For PLAN INTERNATIONAL
(INDIA CHAPTER)

[Handwritten signature]

For BHARAT RATNA DR. BRAMBEDKAR UNIVERSITY, DELHI (PROJECTS)
Dr. B. R. Ambedkar University Delhi
लाशियान राज, कश्मीरी गेट, दिल्ली-110006
Lothian Road, Kashmir Gate, Delhi-110006
वेबसाइट / website : www.aud.ac.in

Witness:

[Handwritten signature]

1. _____

Name of the Witness: Jeet Singh
Witness:

[Handwritten signature]

Name of the Witness:
Address: 01, Community Centre
Zamrudpur, Kailash Colony, New Delhi-110048.

[Handwritten signature]

1. *[Handwritten signature]*

Name of the Witness:

[Handwritten signature]

2. *[Handwritten signature]*

Name of the Witness:

66



Annexure -I

Terms of Reference - Development of Parents Development Program.

About Plan India

Plan India is a nationally registered independent child development organisation striving to advance children’s rights and equality for girls, thus creating lasting impact in the lives of the vulnerable and excluded children and their communities. Since 1979, Plan India and its partners have improved the lives of millions of children by providing them access to protection, basic education, proper healthcare, a healthy environment, livelihood opportunities and participation in decisions which affect their lives. Plan India is a member of Plan International Federation, working for child development in 71 countries through a child centred community development approach.

Plan India’s Country Strategic Plan IV (2016-2020) goal is to be “the leading child development organization in India, known for the lasting impact created in the lives of the vulnerable and excluded children and their communities.” Aiming to impact the lives of two million children directly and five million children through advocacy and policy influence. Plan India programs cover 10 states with six strategic objectives: child survival, growth and optimal development; water, sanitation and hygiene; education; economic development; disaster risk reduction and protection.

Plan recognizes importance of parent and family support including provisions for child care as critical for achieving positive child level outcomes. Plan India’s existing parenting initiatives aims at changing/improving childcare practices for young girls & boys. Plan India in CSP IV aim at going beyond delivering knowledge and making parents/caregivers effective *agents of change* at family and community level.

Programme background

Plan India’s ECCD strategy document in CSP IV define goal & objectives as summarised below:

Goal: All girls & boys below 6 years in Plan’s operational areas have access to developmentally appropriate responsive care and learning opportunities at home and childcare centres that serve to actualize their development potential.

Objective 1: All girls & boys below 6 years in Plan operational areas have access to developmentally appropriate responsive care at home and child care centres.



Monimalika Day

Objective 2: All girls & boys below 3-6 years in Plan operational areas have access to developmentally appropriate learning opportunities at home and child care centre.

ECCD programs will aim at improving access to developmentally appropriate responsive care and learning opportunities at home and childcare centres that serve to actualize their development potential. One of the key strategy of the program will be to strengthen the parents capacities to promote continuum of care & learning opportunities in home settings.

B. Purpose of the consultancy

The assignment is being done to strengthen Parents Development Program (hereafter refer as PDP) for all young girls & boys (under six years). Consultant/organisation will support in developing PDP for Plan India. PDP will be inclusive of but not limited to-

- PDP Implementation framework
- Parenting manuals (Under 3 years and 3-6 years)

The assignment will be aligned with Plan India's ECCD conceptual framework & Responsive care and Early Stimulation position paper.

Duration of the Agreement

15th Sep- 28th Feb' 2019

Key Deliverables:

1) Development of PDP implementation framework

Implementation framework will promote an integrated and sustainable model of PDP which will focus on increasing awareness and knowledge about childcare practices for better outcomes. The consultant /agency would develop an implementation framework which would help the organization in identifying and implementing a set of activities to achieve the desired results in a sustainable manner. The framework will streamline nation-wide parenting program, while allowing contextual flexibility and innovative practices to emerge. Assignment will identify advocacy issues both at local and national level which would be based on the evidences generated from the program activities. The implementation framework will have monitoring, reporting and evaluation procedures for drawing lessons, priority setting and forward planning.

2) Session based Parenting Manuals

The session based manuals will provide information on strengthening overall development of child through interactions, relationships and communications. Age cohorts based manuals will go beyond health and education domains and will include hygiene and protection themes equally. Handouts and additional resources will be the part of each session. Manual will be based on science of early childhood and brain development.

PDP should also address internal and external issues impacting fathers' participation in childcare and gender inequalities in early years.



Monimalika Dey

For ensuring regular guidance and input Individual/Organization will work closely with Plan's reference group headed by Technical Advisor, ECCD.

Reference Documents for the Assignment

This assignment will be as per the nationally and globally accepted sector standards, restructured ICDS framework, National Early Childhood Care and Education (ECCE) Policy, Plan International's ECCD program framework and Plan India's ECCD framework and Responsive Care documents.

Methodology

Steps	Activities	Deliverables
Desk review	Desk review of available documentation/guidance material/studies on parenting program, internal and external both.	5 pagers (max) document including strengths and gaps of Plan India's parenting program and learnings from other successful models. The document should specifically highlight father's engagement and inclusion of special need children in the program.
Development of detailed plan/roadmap for the assignment	Agreement on the activities schedule, framework templates, modules, and sequence of chapters.	A report on detailed work plan along with time lines
Consultation with the Plan's Technical team & ECD working group	Discussion on the layout of the program & other deliverables (as per the schedule)	Meetings, field visits (Minimum one visit) and skype calls as and when required
Sharing of a draft framework	Inputs/consultations through meetings & skype calls with Plan	Consultation with Plan
Field consultation and testing	Field testing of framework and manuals will be done in 2 states.	Delhi & Rajasthan



Monimalika Day

Finalisation of the framework & manuals.	Finalise the documents based on technical team inputs.	Implementation framework (One) Parenting manuals (Two manuals)
TOT of the manuals	Training of Plan's core team	One Delhi based training

Payment Schedule

1	20%	Completion of Desk Review
2	25%	Final implementation of Framework
3	30%	Submission of draft Manual of Birth-3 years & 3-6 years
4	25%	Submission of Final (Printable format) both the manuals

All the related documents should be in printable form (including edited and proofread)

Copyright information

Manuals developed with the support of consultant/agency shall be owned by Plan India with due acknowledgement to the consultant/agency.

Contact Person at Plan India : Ms Shruti Mishra.

FOR

Plan International (India Chapter)



Shruti Mishra

Authorized Signatory
SE

FOR

SERVICE PROVIDER

Monimalika Day

Authorized Signatory

Centre for Early Childhood Education and Development



CHAPTER 5: CHILD PROTECTION POLICY

Say "YES"! To Keeping Children Safe

SUMMARY / PURPOSE

As an Indian child-centered community development organisation whose work is underpinned by the United Nations Convention on the Rights of the Child (UNCRC), Plan is committed to promoting the rights of children including their right to be protected from harmful influences, abuse and exploitation. Plan takes active measure to ensure children's right to protection are fully realized.

Plan acknowledges its expectation that all employees and other who work with Plan have children's best interest at the heart of their involvement with Plan

The Child Protection Policy is Plan's statement of intent that demonstrates our commitment to safeguarding children from harm and makes clear to all in the organisation and who come into contact with us what is required in relation to the protection of children, and that child abuse in any form is unacceptable to Plan.

A. Plan's vision for child protection

Vision

We aim to create "child safe" environments, both internally and externally, where children are respected, protected, empowered and active in their own protection, and where staff are skilled, competent and well supported in meeting their protection responsibilities.

Statement

Plan is committed to actively safeguard from harm and ensuring children's right to protection are fully realized. We take seriously our responsibilities to promote child safe practices and protect children from harm, abuse, neglect and exploitation in any form. In addition, we will take positive action to prevent child abusers from becoming involved with Plan in any way and take stringent measures against any Plan Staff and / or Associate who abuses a child. Our decisions and actions in response to child protection concerns will be guided by the principle of "the best interests of the child".

B. Definitions for a safe child space

1. A Child abuse is defined as all forms of physical abuse, emotional ill-treatment, sexual abuse and exploitation, neglect or negligent treatment, commercial or other exploitation of a child and included any action that result in actual or potential harm to a child.



Abuse may be a deliberate act or it may be failing to act to prevent harm. Child abuse consists of anything that individuals, institutions or processes do or fail to do, intentionally or unintentionally, which harms a child or damages their prospect of safe and healthy development into adulthood.

3. Child Protection, within the scope of this policy, is defined as the responsibilities, measures and activities that Plan undertakes to safeguard children from both intentional and unintentional harm.

4. Scope of the Child Protection Policy

The Child Protection Policy applies to everyone working for or associated with Plan. It encompasses the whole of Plan and includes without limitation:

1. **Staff at all levels** - in offices, in field or elsewhere
2. **Plan Associates** - these include board members (international and National Boards), volunteers, community volunteers, sponsors, consultants and contractors. Also the staff and / or representatives of partner organizations and local governments who have been brought into contact with children or are party to Plan's child sensitive data while working for or with Plan.
3. **Plan Visitors** – (e.g. donors, journalists, media, researchers, celebrities, staff family members, etc.) who may come into contact with children through Plan are also bound by this policy.

5. Responsibilities under the Child Protection Policy

Plan staff, associates and Visitors must:

1. Never abuse and / or exploit a child or act/ behave in any way that places a child at risk of harm.
2. Report any child abuse and protection concerns they have in accordance with applicable local office procedures. That is a mandatory requirement for staff. Failure to do so may result in disciplinary action.
3. Respond to a child who may have been abused or exploited in accordance with applicable local office procedures.
4. Cooperate fully and confidentially in any investigation of concerns and allegations.
5. Contribute to an environment where children are respected and encouraged to discuss their concerns and rights.
6. Always ask permission from children (or, in the case of young children, their parent or guardian) before taking images (e.g. photographs, videos) of them. Respect their decision to say no to an image being taken. Ensure that any images taken of children are respectful (for example, children should have adequate clothing that covers up the sexual organs. Images of children in sexually suggestive poses or what in any way impact negatively on their dignity or privacy are not acceptable. Stories and images of children should be based on the child's best interest.

6. PLAN ASSOCIATES AND VOLUNTEERS

7. Disclose information that identifies sponsored or grant beneficiary families or children or make it available to the general public without explicit consent from Plan.

7. ALL DIRECTOR, SENIOR PROGRAM MANAGERS AND ALL FIELD SUPERVISORS AND LEADER MUST

8. Ensure that each Plan Office has in place local procedures that are consistent with the global Child Protection Policy and with the document reporting and Responding to Child Protection issues in Plan to respond to

incidents of child abuse. Local procedures should be developed with assistance of local advisors in accordance with the local law. Any deviation therefore must have prior formal approval from the Executive Director.

Ensure that local procedures are made available in local languages.

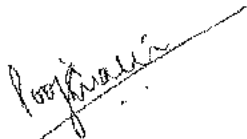
F. Personal Conduct Outside work

We are committed to ensuring that our Staff and representatives apply high standards of behavior towards children within both their professional and their private lives.

Plan does not intend to dictate the belief and value systems by which Plan employees conduct their personal lives. Plan's position throughout the world is dependent, however, on maintaining good relations and upholding its reputation as a child-focused community development organisation with numerous organizations. Unlawful or other conduct by Plan employees which jeopardizes Plan's reputation or position whether during or after business hours will not be permitted. Such conduct includes, but is not limited to any unlawful activities related to sexual abuse; sexual harassment; physically / verbally abusive behavior and public disorderly conduct.

Staff and Associates are required to bear in mind the principles of the Child Protection Policy and heighten their awareness of how their behavior may be perceived both at work and outside work.

This policy has been reviewed and recommended for approval



Pooja Mathur
Sr. Manager – HR&OD, Plan International (India Chapter)

This policy is reviewed and approved by:



Bhagyashri Dingle
Executive Director, Plan International (India Chapter)



Say 'Yes'! to Keeping Children Safe Plan India's Policy on Child Protection

Acknowledgement Receipt

This is to acknowledge that I have received Plan India's policy on Child Protection

Name: MONIMALIKA DAY

Signature: Monimalika Day

Designation: Associate Profenor

Date: 11/9/18



Nakkeeran N <nnakkeeran@gmail.com>

Fwd: SHAPES small grant applications: results

Kerry Scott <kerry.e.scott@gmail.com>

Tue, Feb 6, 2018 at 3:48 PM

To: Aruna <access2aruna@gmail.com>

Cc: Steph Topp <globalstopp@gmail.com>, Manu Gupta <manugupta08@gmail.com>, Nakkeeran N <nnakkeeran@gmail.com>, "Nanuka.Jalaghonia" <n.jalaghonia@curatio.com>

Dear Aruna,

Greetings!

This is to follow up on the SHAPES small grant. Apologies for the delay. I am putting Nanuka Jalaghonia in CC -- she is part of the HSG secretariat in Georgia and will be releasing the funds (US \$1400) to you. I am also attaching an invoice with the request that you fill it in and submit it to Nanuka. If you have any questions about the process of accessing the funds, please follow up with Nanuka; the money flows from HSG to you, so Steph, Manu and I will not be involved in handling it.

We look forward to you beginning work on the project outlined in your successful grant application. Please share a short report (1 - 2 pages) on the google group after six to eight months to let us know your progress. Additional engagement on the SHAPES group is of course encouraged :-)

Warm wishes,
Kerry

[Quoted text hidden]

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Call for Emerging Voices for Global Health 2018Last date for submission is **5th March 2018**The Fifth Global Symposium on Health Systems Research
'Advancing health systems for all in the SDG era'
October, 2018 LiverpoolEV4GH Secretariat
Institute of Public Health,
Bengaluru

www.ev4gh.net

Tel: +91-8026421929

ev4gh@iphindia.org



/ ev4gh

 Invoice for TWG funding.xlsx
42K



Nakkeeran N <nnakkeeran@gmail.com>

Fwd: SHAPES small grant applications: results

Aruna <access2aruna@gmail.com>
To: Nakkeeran N <nnakkeeran@gmail.com>

Tue, Oct 3, 2017 at 10:57 PM

Good news!

----- Forwarded message -----

From: **Kerry Scott** <kerry.e.scott@gmail.com>
Date: Tuesday, October 3, 2017
Subject: SHAPES small grant applications: results
To: Aruna <access2aruna@gmail.com>
Cc: Steph Topp <globalstopp@gmail.com>, Manu Gupta <manugupta08@gmail.com>

Dear Aruna,

Thank you for applying for a SHAPES small grant. Three senior SHAPES members reviewed all submissions and have decided how to allocate this year's tranche of US \$5000.

We are delighted to inform you that your application was successful. SHAPES is pleased to award you US\$1400 as seed funding to develop a reader on *Pedagogy for social sciences teaching on health systems* through series of case studies.

The reviewers agreed that your proposal idea is important for SHAPES and has huge potential. However, they noted some concerns, listed below. Ultimately, we hope that you can use this money as initial funding to enable you to focus your ideas, clarify the output, and reach out to others in SHAPES, across the Health Systems Global thematic working groups, and also to the WHO Alliance for Health Policy and Systems Research for additional support.

- **Scope:** The idea currently seems a bit too ambitious, since taking on all of social science teaching in health systems is quite broad and a one year timeframe is quite short.
- **Clarity:** Key aspects of the output need to be clarified. i.e. What will the reader look like? Will these small case studies (4-5 pages) be teaching cases? What will the review process be? It says there will be template which is not binding- what would the template look like?
- **Inclusiveness:** Currently the only collaborators listed are Indian. We hope that you can use SHAPES bring additional perspectives from other countries.

Ultimately, this sort of project is particularly central to the mission of SHAPES, and we are very excited to support you in leading it. We think that this \$1400 seed funding, combined with some crowdsourcing support from within SHAPES, can catalyse a larger project.

This money can only be transferred from Health Systems Global to an institutional account so we hope that you can receive the money through your university. In addition, so that this funding serves to strengthen and benefit the whole SHAPES group, we ask that you update SHAPES on your project. Please share a short report (1 - 2 pages) on the google group after six to eight months. Additional engagement on the SHAPES group is of course encouraged :-)

We will be announcing the results on the SHAPES google group tomorrow.

Please accept our congratulations!

Warm wishes,
Kerry & Steph (SHAPES co-chairs)
Manu (SHAPES coordinator)

--

If you can't explain it simply, you don't understand it well enough. ~ *Albert Einstein*

Aruna Bhattacharya Chakravarty, M.Sc., Ph.D (Anthropology)

Alternate email: access2aruna@outlook.com | Skype ID: "access2aruna"

TV [Interview](#)
Research [Report](#)
Book [Published](#)

Please do not print this email unless it is absolutely necessary. Save Paper. Save Trees.

Tata Education and Development Trust

c/o. Sir Ratan Tata Trust, Bombay House, Homi Mody Street, Fort, Mumbai-400001.

Tel. : 6665 8282 Fax : 022-6665 8013

Grant ID*: TEDT/MUM/CSS/BRDBRAU/2017-2018/0039/ZA/ck

Date: February 1, 2018

* To be referenced in all communications/reports to the Trust

Prof Anup Dhar,
Director
Centre for Development Practice,
Ambedkar University Delhi,
Kashmere Gate Campus,
Delhi -110006
Email id: anup@aud.ac.in
Mob No: 9818883657

Subject: Sanction for an amount of Rs. 299.00 lakhs over five years to Bharat Ratna Dr B R Ambedkar University, New Delhi for the project "Institutionalising the Centre for Development Practice (CDP)".

Dear Prof. Dhar,

We are pleased to inform you that the Trustees of the Tata Education and Development trust (the Trust) have approved a grant of Rs. 299.00 Lakhs (Rupees Two Hundred Ninety Nine Lakhs Only) to Bharat Ratna Dr B R Ambedkar University, New Delhi for the project titled "Institutionalising the Centre for Development Practice (CDP)" for a period of five years. This grant is being made in response to your letter sent with the proposal and related correspondence on the matter.

The grant is made subject to the following **Particular Conditions of Contract (PCC)** and **General Conditions of Contract (GCC)**.

Particular Conditions of Contract (PCC)

1. Amount of Grant

Rs. 299.00 Lakhs (Rupees Two Hundred Ninety Nine Lakhs Only)

2. Term

Five years; commencing from February 1, 2018 to January 31, 2023.

3. Purpose

This grant is to be specifically used for the purposes set out in Annexure 1, hereto. Any variations made, without prior written approval of the Trust will be considered a ground for termination of the grant.



Tata Education and Development Trust

c/o. Sir Ratan Tata Trust, Bombay House, Homi Mody Street, Fort, Mumbai-400001.

Tel. : 6665 8282 Fax : 022-6665 8013

4. Disbursement of the grant

The grant will be disbursed in the following instalments.

Table 1: Instalment Details

Instalment No.	Period	Amount (In Rs. In Lakhs)	Funds raised from Other Sources –(In Rs. In Lakhs)
1	February 2018	82.48	199.08
2	August 2018	88.07	293.19
3	February 2019	72.05	336.05
4	August 2019	37.35	365.50
5	February 2020	19.05	413.49
	Total	299.00	1607.31

- The disbursement schedule of the grant instalments is as shown in the **Table 1** with one or a combination of the following applicable clauses.
- If applicable, the instalments mentioned above will be contingent upon Bharat Ratna Dr B R Ambedkar University, New Delhi raising contribution from 'Other Sources'.

Disbursements will be subjected to review by the Trust and the availability of funds with the Trust. The Trust will not be responsible or held liable for any consequences that may arise if disbursements are not made due to any cause beyond the control of the Trust and an act, deed or omission not attributable to the Trust.

5. Utilisation of funds

- The Trust will release an instalment after review of the utilisation as per the reports (as mentioned in the Grant Letter) submitted by Bharat Ratna Dr B R Ambedkar University, New Delhi. Bharat Ratna Dr B R Ambedkar University, New Delhi may request for the next instalment in advance to mitigate risk of shortfall of funds.
- The Trust discourages funds from Other Sources being used for the specific line items supported by the Trust unless specified in the Annexure 1, Project Budget annexed with this grant letter or if prior approval is taken from the Trust.
- Cost overruns, if any, will be borne by your organisation and changes in the time-frame of the project will be brought to the notice of the Trust and activities corresponding to the revised timeframe will be undertaken only with prior written approval.

6. Submission of Reports:

- 1. Annual Work Plan (AWP):** The Annual Work Plan should be submitted as per schedule in **Table 2**, in the format provided in Annexure 4 (Please refer to the Annexure 8, Guideline for Annual Work Plan). The process of finalisation may include a comprehensive external review exercise if applicable, in March every year, which will feed into the Annual Work Plan exercise. The first review of the annual work plan will be undertaken in February 2018.
- 2. Baseline Survey Report:** A comprehensive Baseline Survey Report if applicable, should be submitted by Bharat Ratna Dr B R Ambedkar University, New Delhi to the Trust as given in **Table 2**. The parameters for the baseline data collection and the monitoring indicators should be developed jointly in consultation with the Trust team and Bharat Ratna Dr B R Ambedkar University, New Delhi team/representatives. (Not Applicable)

Tata Education and Development Trust

c/o. Sir Ratan Tata Trust, Bombay House, Homi Mody Street, Fort, Mumbai-400001.

Tel. : 6665 8282 Fax : 022-6665 8013

3. **Project End Reports:** Brief project progress reports are to be submitted to the Trust at the end of the project. These will consist of the following two documents:
- Progress Report (PR):** This report should be submitted within 25 days of completion of the grant, to the Trust as given in **Table 2**, providing a description of progress made specifically on activities undertaken / completed since initiation of the project, as per the AWP, in the format provided in Annexure 2a.
 - Utilisation Certificate (UC):** The Utilisation Certificate (UC) should be submitted within maximum of 25 days of completion of the grant, to the Trust as given in **Table 2**, in the format provided in Annexure 2b (Please refer to the Annexure 7, Guideline for Utilisation Certificate). **Utilisation Certificate must be sent audited (Certified by a Chartered Accountant).** Any variances or discrepancies in line items will have to be explained in detail in a covering letter ensuring reporting periods do not overlap across any two financial years.
4. **Annual Progress Report (APR):** Annual Progress Report should be submitted yearly within 30 days of completion of the year, to the Trust as given in Table 2, providing a detailed description of progress made in the project, as well as specific progress in project activities against the AWP, in the format provided in Annexure 3. (Not applicable)
5. **Audited Statement of Accounts:**
- A consolidated annual audited statement of accounts of grantee name including a separate schedule regarding the project supported by the Trust should be submitted as given in **Table 2**.
 - Presentation of Grant received from Tata Education and Development trust in the Annual Statement of Accounts: The grant received from Tata Education and Development trust should be treated as an Earmarked Fund in the nature of revenue and all Income and Expenditure should be routed through the same. Only grant utilized during the year should be recognized as Income in the organisation's Income & Expenditure statement.
6. **Report:** Reports should be submitted as given in the **Table 2**.

Table 2: Report Submission Due dates

Name of the Report	Frequency	Submission Due Dates
Annual Work Plan(AWP)	1. February 2018 to March 2018	1. February 2018
	2. April 2018 to March 2019	2. March 2018
	3. April 2019 to March 2020	3. March 2019
	4. April 2020 to November 2021	4. March 2020
	5. April 2021 to March 2022	5. March 2021
	6. April 2022 to November 2023	6. March 2022
Baseline Survey Report	One time activity	Not applicable
Quarterly Progress Report (QPR)*	1. February 2018 to March 2018	1. April 25, 2018
	2. April 2018 to June 2018	2. July 25, 2018
	3. July 2018 to September 2018	3. October 25, 2018
	4. October 2018 to December 2018	4. January 25, 2019
	5. January 2019 to March 2019	5. April 25, 2019

DK:

[Handwritten Signature]

Tata Education and Development Trust

c/o. Sir Ratan Tata Trust, Bombay House, Homi Mody Street, Fort, Mumbai-400001.

Tel. : 6665 8282 Fax : 022-6665 8013

Name of the Report	Frequency	Submission Due Dates
Utilisation Certificate (UC)*	Quarterly unaudited	
	1. February 2018 to March 2018	1. April 25, 2018
	2. April 2018 to June 2018	2. July 25, 2018
	3. July 2018 to September 2018	3. October 25, 2018
	4. October 2018 to December 2018	4. January 25, 2019
	5. January 2019 to March 2019	5. April 25, 2019
	Six monthly audited	
	1. February 2018 to March 2018	1. April 25, 2018
	2. April 2018 to September 2018	2. October 25, 2018
	3. October 2018 to March 2019	3. April 25, 2019
Annual Progress Report	1. February 2018 to March 2018	1. April 30, 2018
	2. April 2018 to March 2019	2. April 30, 2019
	3. April 2019 to March 2020	3. April 30, 2020
	4. April 2020 to March 2021	4. April 30, 2021
	5. April 2021 to March 2022	5. April 30, 2022
	6. April 2022 to November 2023	6. December 30, 2023
Audited Statement of Accounts	1. March 31, 2018	1. September 30, 2018
	2. March 31, 2019	2. September 30, 2019
	3. March 31, 2020	3. September 30, 2020
	4. March 31, 2021	4. September 30, 2021
	5. March 31, 2022	5. September 30, 2022
	6. March 31, 2023	6. September 30, 2023
	7. March 31, 2024	7. September 30, 2024
Project End Report	One time activity	February 28, 2023

**Note: QPRs and UCs are to be submitted following the subsequent submission cycle. Not all the dates are mentioned here.*

7. Contributions from Other Sources not Brought into the Accounts of the Grantee

- Details regarding funds from other sources utilised for the project, specifying the amounts brought into the accounts of the grantee, must be detailed in Annexure 2b, Utilisation Certificate of this letter.
- Furthermore, a statement/document/letter of proof from the funding agency/government department/institution must be attached, certifying that the amount mentioned above has been raised from the said source towards the project during the specified period. These documents should be sent every time a new grant is received from other sources along with the corresponding QPR/UC as specified in the AWP.

8. Changes in Budget

- For any change in the budget, (between line items or by way of insertion of a new line item), prior written approval must be sought from the Trust.
- If prior approval is not sought and changes are made, it will be grounds for termination of the grant.

9. Monitoring and Evaluation

The Trust shall monitor the use of the grant funds and conduct a review of operations under this grant, which may include a visit of Trust personnel or Trust representatives, to observe your

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Tata Education and Development Trust

c/o. Sir Ratan Tata Trust, Bombay House, Homi Mody Street, Fort, Mumbai-400001.

Tel. : 6665 8282 Fax : 022-6665 8013

project, discuss the project and finances with your personnel and review financial and other records and materials connected with the activities financed by the Trust. You shall perform monitoring activities as per MEL work-plan as given by the Trust and periodically report the progress to the Trust using MEL Integrated Reporting Template sent with this letter. Please refer to Annexure 5, MEL KPI sheet.

General Conditions of Contract (GCC)

10. Separate Bank Account

Bharat Ratna Dr B R Ambedkar University, New Delhi will maintain a separate bank account (preferably savings bank account) in a Scheduled Commercial Bank for the purpose of this grant and proof of the same should be furnished to the Trust. All receipts and payments related to the said project must be routed through this account.

11. Internal Systems

- You will be required to ensure that appropriate and adequate accounting / financial systems and procedures are in place together with the required and appropriate human resource.
- If required by the Trust, a joint project Steering Committee and Advisory Committee may be set up by Bharat Ratna Dr B R Ambedkar University, New Delhi to track progress of the project as described in the proposal.

12. Books of Accounts

- Bharat Ratna Dr B R Ambedkar University, New Delhi shall ensure maintenance of accounting books, records, documents and other evidence relating to this Grant Letter, adequate to show, without limitation, all costs incurred and revenues earned by Bharat Ratna Dr B R Ambedkar University, New Delhi for the project and the overall progress towards completion of the project.
- The Standard Accounting Package used by Bharat Ratna Dr B R Ambedkar University, New Delhi should ensure that separate cost centres are maintained for each line item mentioned in the detailed project budget. Also, please ensure that the expenses made towards each of the sub-line items are traceable through the cost centre wise statements.
- The Trust encourage maintenance of accounts using the licensed version of any Accounting Package, as a prudent practice in the interest of your organisation.

13. Procedure for Booking of Expenses

- Based on the project design, expenditure must be grouped under three main heads:
 - i. Funds to be spent directly by Bharat Ratna Dr B R Ambedkar University, New Delhi
 - ii. Funds to be transferred to the account of another implementing or partner organisation/s (if appropriate)
 - iii. Funds to be transferred to a community based organisation/sThe grouping of various budget items under the above heads must be as per the activities indicated in the detailed project budget.
- All pre-approved expenditure charged to Trust for the Grant given must be on actual basis. No notional expenses, other than those already incorporated in the budget if any and agreed upon as notional should be charged to the Trust.
- Accounts of all project linked organisations would also be subject to audit by the Trust. Trust may conduct the audit on their own or through their external auditors. In specific cases where project activities involve funds to be transferred for direct and collaborative work with communities, a Joint Bank Account (preferably savings bank account) must be opened, which should be operated with joint signatures of representatives of Bharat Ratna Dr B R Ambedkar

Tata Education and Development Trust

c/o. Sir Ratan Tata Trust, Bombay House, Homi Mody Street, Fort, Mumbai-400001.

Tel. : 6665 8282 Fax : 022-6665 8013

University, New Delhi and the community-based organisation implementing the activities. Maintenance of this joint account shall be the responsibility of the community-based organisation. The community-based organisation must maintain separate books of accounts for the funds received and payments made. Their books of accounts shall be available for scrutiny and for all periodic audits conducted by the Trust. Details regarding operationalisation of the above, are required to be shared with the Trust within six months of the commencement of the project.

14. Cash payments

Cash withdrawals to make payments are permitted where the same are supported by proper vouchers, invoices, and the like, subject to a maximum cumulative limit of Rs. 20,000/- per month. All other payments should be made by crossed Account Payee cheque or Demand Draft.

15. Interest earned on grant funds

- Bharat Ratna Dr B R Ambedkar University, New Delhi should avoid keeping idle bank balances and preferably place them in short term bank deposits based on expected cash flows. The liquidity maintained in the bank account should not exceed a month's requirement.
- Interest received on grant funds must be reported to the Trust as per the project Utilization Certificate and should be credited into the dedicated bank account.
- Interest should be used towards line items stated in the Grant Letter only; with prior approval of the Trust.

16. Audit by Trust

- The Trust shall be entitled to conduct an audit of project accounts including procurement and work procedures in the field (wherever applicable), within a month of the Trusts' audit notification as mutually agreed with Bharat Ratna Dr B R Ambedkar University, New Delhi.
- The Terms of Reference of the audit will be shared with Bharat Ratna Dr B R Ambedkar University, New Delhi at least one week before the Audit.
- The Trust conducts the following types of Audits:
 - Financial Systems Check / Pre Assessment
 - Grant Utilisation and Compliance Audit
- All compliances relating to the audit observations / recommendations of the Trust appointed auditors need to be closed within six months of the completion of the audit. No further grant instalments shall be disbursed by the Trust till all Audit related issues are addressed.

17. Information and Publicity

With prior consent of Trust and if Trust so desires -

- Trust support to Bharat Ratna Dr B R Ambedkar University, New Delhi should be recognised in all publications /studies/ hoardings/ banners/ posters arising from the grant, or otherwise, by mentioning, "...supported by the Trust". Your organisation will acknowledge this in all correspondence, public notices, community activation, press releases and dissemination exercises. The same will have to be approved by the representatives of the Trust prior to actual printing/release.
- Tata Trust will need to have access and right to use data on the evidence created during the project period with all the information. Due acknowledgement needs to be given to the Trust on the Research/ publishable material emerging from this evidence.
- Bharat Ratna Dr B R Ambedkar University, New Delhi will also furnish Tata Education and Development trust name with all the information that may be requested for.

Tata Education and Development Trust

c/o. Sir Ratan Tata Trust, Bombay House, Homi Mody Street, Fort, Mumbai-400001.

Tel. : 6665 8282 Fax : 022-6665 8013

18. Quality, Health, Safety and Environment

Bharat Ratna Dr B R Ambedkar University, New Delhi is responsible for all acts and omission of Bharat Ratna Dr B R Ambedkar University, New Delhi personnel and for the health, safety and security of such persons and their property. The provision of information by Tata Education and Development trust shall not in any respect relieve Bharat Ratna Dr B R Ambedkar University, New Delhi from responsibility for its obligations under this agreement.

19. Obligations of the Grantee

- Bharat Ratna Dr B R Ambedkar University, New Delhi under takes to comply with all statutory obligations as may be applicable and amended from time to time and to obtain relevant permissions from the concerned Government departments under the applicable laws. The grantee also agrees to ensure that the relevant policies and guidelines of applicable statutes are implemented, such as The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, Child Protection Policy as per the Ministry of Woman and Child Development Guidelines etc.
- The officials/ workers of Bharat Ratna Dr B R Ambedkar University, New Delhi working under this contract will not in any way be termed to be officials/ workers of the Trust, but would be officials/ workers of Bharat Ratna Dr B R Ambedkar University, New Delhi. Any claim/ liabilities arising on account of these officials/ workers would be borne by Bharat Ratna Dr B R Ambedkar University, New Delhi and the Trust's grant shall not be utilised for discharging any such claim / obligation.

20. Repayment of Grant Funds

If any of the grant funds remain unused at the expiry of the grant period, such amount must be returned/ repaid within one month from the agreed date of closure, to the Trust by Bharat Ratna Dr B R Ambedkar University, New Delhi along with all the unspent interest earned on the grant funds together with the utilization certificate.

21. Amendment of the Grant terms

The Trust reserves the right to unilaterally amend at any time during the continuance of the grant any of the terms and conditions herein which amendment will be conveyed to you and would be binding on you.

22. Indemnification

The grantee shall indemnify and hold the Trust and its Trustees and their respective officers, employees, agents harmless from and against any and all claims, demands, actions, losses, liabilities, damages, costs and expenses (including, but not limited to, reasonable attorneys' fees) arising out of or resulting from (i) any claims arising in connection with activities undertaken in connection with the project or (ii) grantee's gross negligence or wilful misconduct or breach of any undertaking, covenant, representation or warranty contained in this Grant Letter or (iii) the actual infringement of any patent, trademark, copyright, trade secret or other intellectual property right of a third party.

23. Termination

If Bharat Ratna Dr B R Ambedkar University, New Delhi commits a breach of the terms and conditions of the grant or shows unsatisfactory progress, Tata Education and Development trust will have a right to terminate the said grant. Upon termination, Trust reserve the right for calling back the unspent and uncommitted funds as on the date of termination. The Trust reserves the

Tata Education and Development Trust

c/o. Sir Ratan Tata Trust, Bombay House, Homi Mody Street, Fort, Mumbai-400001.

Tel. : 6665 8282 Fax : 022-6665 8013

right to share information of defaulters with respect to this grant agreement in the public domain. The following conditions will be considered as breach of this contract:

- Failure to inform in writing to the Trust about all material facts or changes subsequent to the date of the grant, which have a bearing either directly or indirectly on the project.
- Failure to inform the Trust if and when the grantee receives a grant from any other agency for the same purpose to the extent of the whole/part of the sanctioned amount. In such a case, the Trust grant to the extent funded by the said agency should be refunded to the Trust immediately.
- Selling, mortgaging, letting-out or disposing off any assets purchased or created under this grant agreement without prior approval of the Trust.

Non-compliance of any terms and conditions under this letter and inability to rectify or respond within 30 days of receipt of a written communication from the Trust in this regard, shall be deemed as a breach of contract and automatic termination of the said agreement.

24. Governing Law and Jurisdiction

This grant letter shall in all respects be governed by the laws of India and any dispute arising out this letter between the Parties shall be submitted to the exclusive jurisdiction of Courts of Mumbai. However, nothing in this Agreement shall be deemed to limit or prohibit the Trustees / Trust from initiating criminal/civil proceedings at any place within and outside India, in respect of any act or omission on your part which constitutes a criminal offence under applicable law.

25. Binding Terms

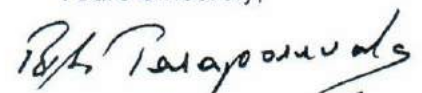
The terms of this Grant Letter shall be binding on the grantee and all his/its successors in interest, heirs, executors and administrators. The term "Trust" as used in this letter shall, unless repugnant to the context, be deemed to include its successors in interest and assigns.

If you are in agreement with the terms and conditions of the grant letter, please indicate Bharat Ratna Dr B R Ambedkar University, New Delhi agreement to the same, by having the enclosed copy of this letter along with the Annexures (Only where counter signature is required as mentioned below) countersigned by an authorised officer, and returned to the Trustees of the Tata Education and Development trust. The instalment of this grant shall be disbursed on receipt of the countersigned copy of this grant letter.

It is also understood that by countersigning the copy of this grant letter, Bharat Ratna Dr B R Ambedkar University, New Delhi confirms that there has been no change in its status as a non-profit body registered with any competent authority such as the Charity Commissioner/ Registrar of Societies/ Registrar of Companies (u/s 8 only)/ Income Tax Act having adjudication over charitable organisations.

On behalf of the Trust, we extend our best wishes to you in your future endeavours.

Yours Sincerely,



B. S. Taraporevala
Secretary & Chief Financial Officer



Tata Education and Development Trust

c/o. Sir Ratan Tata Trust, Bombay House, Homi Mody Street, Fort, Mumbai-400001.

Tel. : 6665 8282 Fax : 022-6665 8013

ACCEPTED & AGREED

For 'Name of the grantee organisation and stamp': CENTRE FOR DEVELOPMENT PRACTICE,
AMBEDKAR UNIVERSITY DELHI
ANUP DHAR, DIRECTOR, CENTRE FOR
DEVELOPMENT PRACTICE (CDP)

By 'Authorised Signatory' :

Name and Designation : ANUP DHAR, DIRECTOR, CDP

Date : 02.02.2018
Director
Center for Development Practice
Ambedkar University, Delhi
Lothian Road, Kashmere Gate, Delhi-110006
Website: cdp.res.in

PAN Number : AAAGB0017R

Cheque to be drawn in favour of: (Savings Account) AMBEDKAR UNIVERSITY JTT
Project Bank Account no. : 90322010087027
Bank Name : Syndicate Bank
Branch Name : Kashmere Gate, Delhi - 110006
IFSC Code : SYNBO009032
Bank Address : Kashmere Gate, Delhi - 110006

Note: Along with the abovementioned details we request you to please provide us with:

- Copy of a cancelled Cheque
- Copy of the passbook or bank statement (whichever is available) issued for the separate bank account open for Trust funds.
- Copy of the PAN Card

Annexures:

- Annexure 1 – Project Budget Sheet (Counter Signature Required*)
- Annexure 2a – Quarterly Progress Report (For periodic report submission**)
- Annexure 2b- Utilisation Certificate (UC) (For periodic report submission**)
- Annexure 3- Annual Progress Report (For periodic report submission**)
- Annexure 4 – Approved AWP template (For periodic report submission**)
- Annexure 5- MEL KPI Sheet (For periodic report submission**)
- Annexure 6– Guideline for Budget template (For Information***)
- Annexure 7 – Guideline for Utilisation Certificate (UC) (For Information ***)
- Annexure 8 – Guideline for Annual Work Plan (For Information***)

Note:

*Annexures where counter signature required will be sent first through email and the countersigned originals need to be obtained subsequently along with the main Grant Letter

**Annexures will be sent through email and the same must be used for reporting as per the applicable clauses in Grant Letter

***Annexures which are 'For Information' to the Grantees can be shared in soft copies and no counter signature are required or awaited

B.M.

Name of the Organisation: BHARAT RATNA Dr. B.R. AMBEDKAR UNIVERSITY, Delhi
BUDGET YEAR 1

Period interval in months		Trust							
12 Months									
Sr No	Budget Head	Unit	Time	Unit cost Rs	Total Rs	Local Cont Rs	Other Donor Rs	Bank Contributio	Grand Total Rs
1	PERSONNEL								
1.1	Program								
1.1.1	Associate profs	1.50	12.00	-	-	32,40,000	-	-	32,40,000
1.1.2	Asst profs	1.00	12.00	63,000.00	7,56,000	15,12,000	-	-	22,68,000
1.1.3	Senior fellow	1.00	12.00	1,01,864.00	12,22,368	-	5,23,872	-	17,46,240
1.1.4	Fellow	1.00	12.00	1,05,000.00	12,60,000	-	-	-	12,60,000
1.1.5	Project manager	1.00	8.00	50,000.00	4,00,000	-	-	-	4,00,000
1.1.6	Project assistant	1.00	10.00	35,000.00	3,50,000	-	-	-	3,50,000
	Sub Total Salary Prq.				39,88,368	47,52,000	5,23,872	-	92,64,240
1.2	Admin								
1.2.1	Manager Finance and accounts				-	4,50,000	-	-	4,50,000
1.2.2	Asst Finance and accounts				-	-	3,00,000	-	3,00,000
	Sub Total Salary Adm.				-	4,50,000	3,00,000	-	7,50,000
	Total Salary				39,88,368	52,02,000	8,23,872	-	100,14,240
2	CAPITAL COST								
2.1	Furniture fixtures				-	-	-	-	-
	Total Capital Cost				-	-	-	-	-
3	PROGRAM COST								
3.1.	Induction								
3.1.1	Selection				-	25,000	-	-	25,000
3.1.2	Students stipend	32.00	6.67	15,000	32,01,600	32,40,000	3,58,350	-	67,99,950
3.1.3	Centralised field courses	1.00	6.00	28,284	1,69,701	2,15,201	17,216	-	4,02,118
3.1.4	Action reserch academic supervision				-	24,00,072	-	-	24,00,072
3.1.5	Action research field supervision				-	-	16,00,000	-	16,00,000
3.2	Capacity building of field faculty and devt								
3.2.1	Summer winter courses and PG diploma				-	2,25,000	16,40,000	-	18,65,000
3.2.2	Curriculum devt workshops				-	-	-	-	-
3.3	Soc entrep and action research								
3.3.1	Soc entrep and action research	1.00	12.00	32,200	3,86,400	-	5,58,600	-	9,45,000
3.3.2	Mentoring				-	4,32,000	-	-	4,32,000
3.4	Outreach and networking								
3.4.1	Developing material	3.00	1.00	9,200	27,600	17,400	-	-	45,000
3.4.2	Reach out to good student pool	4.00	1.00	18,400	73,600	6,400	-	-	80,000
3.4.3	Networking with NGO and univ partners				-	1,37,000	-	-	1,37,000
3.5	Research projects								
3.5.1	Transdisciplinary research				-	-	9,45,000	-	9,45,000
3.5.2	Virtual hub for rural transformation	1.00	1.00	1,18,604	1,18,604	-	-	-	1,18,604
3.6	Publication and knowledge material								
3.6.1	AR dissertations				-	-	-	-	-
3.6.2	Monographs and occasional papers				-	60,000	-	-	60,000
3.6.3	Thematic material and anthologies				-	75,000	-	-	75,000
3.6.4	Coursepacks				-	-	-	-	-
3.6.5	Annual conference				-	3,22,000	-	-	3,22,000
	Total Program Cost				39,77,505	71,55,073	51,19,166	-	162,51,744
4	OVERHEAD COST								
4.1	Recruitment	4.00	1.00	4,000	16,000	-	-	-	16,000
4.2	Audit				-	40,000	-	-	40,000
4.3	Rent				-	9,60,000	-	-	9,60,000
4.4	Electricity				-	1,80,000	-	-	1,80,000
4.5	Office admin expenses	1.00	12.00	2,500	30,000	60,000	30,000	-	1,20,000
4.6	IT support expenses				-	2,16,000	-	-	2,16,000
4.7	M and E	1.00	1.00	80,000	80,000	1,08,000	-	-	1,88,000
4.8	Field immersion travel	20.00	1.00	7,800	1,56,000	-	14,080	-	1,70,080
	Total Overhead				2,82,000	15,64,000.00	44,080.00	-	18,90,080
	Grand Total				82,47,873	139,21,073	59,87,118	-	281,56,064

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B.R.

Signature

Name of the Organisation: BHARAT RATNA Dr. B.R. AMBEDKAR UNIVERSITY, Delhi

BUDGET YEAR 2

Period interval in months		Trust							
12 Months									
Sr No	Budget Head	Unit	Time	Unit cost Rs	Total Rs	Local Cont Rs	Other Donor Rs	Bank Contribution	Grand Total Rs
1	PERSONNEL								
1.1	Program								
1.1.1	Associate profs					35,64,000	-	-	35,64,000
1.1.2	Asst profs	1.00	12.00	65,000.00	7,80,000	15,60,000	-	-	23,40,000
1.1.3	Senior fellow	1.00	12.00	1,12,050.40	13,44,605	-	5,76,259	-	19,20,864
1.1.4	Fellow	1.00	12.00	1,15,500.00	13,86,000	-	-	-	13,86,000
1.1.5	Project manager	1.00	12.00	55,000.00	6,60,000	-	-	-	6,60,000
1.1.6	Project assistant						4,62,000	-	4,62,000
	Sub Total Salary Prg.				41,70,605	51,24,000	10,38,259	-	103,32,864
1.2	Admin								
1.2.1	Manager Finance and accounts					5,94,000	-	-	5,94,000
1.2.2	Asst Finance and accounts					-	3,30,000	-	3,30,000
	Sub Total Salary Adm.					5,94,000	3,30,000	-	9,24,000
	Total Salary					41,70,605	57,18,000	13,68,259	112,56,864
2	CAPITAL COST								
2.1	Furniture fixtures					1,50,000	-	-	1,50,000
	Total Capital Cost					1,50,000	-	-	1,50,000
3	PROGRAM COST								
3.1	Induction								
3.1.1	Selection					25,000	-	-	25,000
3.1.2	Students stipend	38.00	2.28	15,000	12,89,200	26,40,000	22,17,900	-	61,46,100
3.1.3	Centralised field courses	7.00	7.00	14,142	6,92,958	2,15,201	8,17,260	-	15,25,419
3.1.4	Action research academic supervision					66,00,000	-	-	66,00,000
3.1.5	Action research field supervision					-	10,40,000	-	10,40,000
3.2	Capacity building of field faculty and devt.								
3.2.1	Summer winter courses and PG diploma	20.00	5.00	13,248	13,24,800	2,25,000	3,15,200	-	18,65,000
3.2.2	Curriculum devt workshops	1.00	1.00	1,38,000	1,38,000	-	-	-	1,38,000
3.3	Soc entrep and action research								
3.3.1	Soc entrep and action research	1.00	12.00	32,200	3,86,400	-	21,33,600	-	25,20,000
3.3.2	Mentoring					-	11,52,000	-	11,52,000
3.4	Outreach and networking								
3.4.1	Developing material	3.00	1.00	9,200	27,600	-	-	-	27,600
3.4.2	Reach out to good student pool	1.00	4.00	18,000	72,000	-	-	-	72,000
3.4.3	Networking with NGO and univ partners	1.00	1.00	1,28,800	1,28,800	-	-	-	1,28,800
3.5	Research projects								
3.5.1	Transdisciplinary research					-	25,20,000	-	25,20,000
3.5.2	Virtual hub for rural transformation					-	-	-	-
3.6	Publication and knowledge material								
3.6.1	AR dissertations					20,000	-	-	20,000
3.6.2	Monographs and occasional papers					60,000	-	-	60,000
3.6.3	Thematic material and anthologies					75,000	-	-	75,000
3.6.4	Coursepacks					-	-	-	-
3.6.5	Annual conference					3,30,000	3,65,200	-	6,95,200
	Total Program Cost				40,58,758	101,90,201	103,61,160	-	246,10,119
4	OVERHEAD COST								
4.1	Recruitment					-	-	-	-
4.2	Audit					40,000	-	-	40,000
4.3	Rent					10,56,000	-	-	10,56,000
4.4	Electricity					1,98,000	-	-	1,98,000
4.5	Office admin expenses	1.00	12.00	2,500	30,000	-	-	-	30,000
4.6	IT support expenses					2,37,600	-	-	2,37,600
4.7	M and E	1.00	1.00	80,000	80,000	-	-	-	80,000
4.8	Field immersion travel	20.00	3.00	7,600	4,68,000	-	-	-	4,68,000
	Total Overhead				5,78,000	15,31,600	-	-	21,09,600
	Grand Total				88,07,363	175,89,801	117,29,419	-	381,26,583

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B.R.

S. P. Dhar

Name of the Organisation: **BHARAT RATNA Dr. B.R. AMBEDKAR UNIVERSITY , Delhi**
BUDGET YEAR 3

Period interval in months		Trust							
12 Months		Unit	Time	Unit cost Rs	Total Rs	Local Cont Rs	Other Donor Rs	Bank Contribution	Grand Total Rs
Sr No	Budget Head								
1	PERSONNEL								
1.1	Program								
1.1.1	Associate profs					21,60,000	-	-	21,60,000
1.1.2	Asst profs	1.00	12.00	50,050.00	6,00,600	19,73,400	-	-	25,74,000
1.1.3	Senior fellow	1.00	12.00	1,23,255.44	14,79,065	-	-	-	14,79,065
1.1.4	Fellow	1.00	12.00	1,27,050.00	15,24,600	-	-	-	15,24,600
1.1.5	Project manager	1.00	12.00	30,250.00	3,63,000	-	-	-	3,63,000
1.1.6	Project assistant						5,08,200	-	5,08,200
	Sub Total Salary Prg.				39,67,265	41,33,400	5,08,200		86,08,865
1.2	Admin								
1.2.1	Manager Finance and accounts					6,53,400	-	-	6,53,400
1.2.2	Asst Finance and accounts						3,63,000	-	3,63,000
	Sub Total Salary Adm.					6,53,400	3,63,000		10,16,400
	Total Salary				39,67,265	47,86,800	8,71,200		96,25,265
2	CAPITAL COST								
2.1	Furniture fixtures								
	Total Capital Cost								
3	PROGRAM COST								
3.1	Induction								
3.1.1	Selection					30,000	-	-	30,000
3.1.2	Students stipend	38.00	3.16	15,000	18,01,200	26,40,000	17,98,800	-	62,40,000
3.1.3	Centralised field courses	7.00	7.00	10,267	5,03,088	2,36,719	11,53,960	-	18,93,767
3.1.4	Action reserch academic supervision					72,60,000	-	-	72,60,000
3.1.5	Action research field supervision						10,84,000	-	10,84,000
3.2	Capacity building of field faculty and devt								
3.2.1	Summer winter courses and PG diploma						18,04,000	-	18,04,000
3.2.2	Curriculum devt workshops					1,75,000	-	-	1,75,000
3.3	Soc entrep and action research								
3.3.1	Soc entrep and action research	1.00	12.00	32,200	3,86,400	-	37,17,600	-	41,04,000
3.3.2	Mentoring						21,60,000	-	21,60,000
3.4	Outreach and networking								
3.4.1	Developing material	3.00	1.00	10,000	30,000	30,000	-	-	60,000
3.4.2	Reach out to good student pool					1,00,000	-	-	1,00,000
3.4.3	Networking with NGO and univ partners						1,40,000	-	1,40,000
3.5	Research projects								
3.5.1	Transdisciplinary research						27,36,000	-	27,36,000
3.5.2	Virtual hub for rural transformation								
3.6	Publication and knowledge material								
3.6.1	AR dissertations					20,000	-	-	20,000
3.6.2	Monographs and occasional papers					64,000	-	-	64,000
3.6.3	Thematic material and anthologies					75,000	-	-	75,000
3.6.4	Coursepacks								
3.6.5	Annual conference					3,30,000	3,65,000	-	6,95,000
	Total Program Cost				27,20,688	109,60,719	149,59,360		286,40,767
4	OVERHEAD COST								
4.1	Recruitment								
4.2	Audit					44,000	-	-	44,000
4.3	Rent					11,61,600	-	-	11,61,600
4.4	Electricity					2,17,800	-	-	2,17,800
4.5	Office admin expenses	1.00	12.00	2,500	30,000	60,000	-	-	90,000
4.6	IT support expenses					2,61,360	-	-	2,61,360
4.7	M and E	1.00	1.00	80,000	80,000	1,08,000	-	-	1,88,000
4.8	Field immersion travel	20.00	3.00	6,776	4,06,560		1,74,240	-	5,80,800
	Total Overhead				5,16,560	18,52,760	1,74,240.00		25,43,560
	Grand Total				72,04,513	176,00,279	160,04,800		408,09,592

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Period interval in months		Trust							
12 Months									
Sr No	Budget Head	Unit	Time	Unit cost Rs	Total Rs	Local Cont Rs	Other Donor Rs	Bank Contributio	Grand Total Rs
1	PERSONNEL								
1.1	Program								
1.1.1	Associate profs				-	21,60,000	-	-	21,60,000
1.1.2	Asst profs	1.00	12.00	39,325.00	4,71,900	23,59,500	-	-	28,31,400
1.1.3	Senior fellow	1.00	12.00	96,844.15	11,62,130	-	11,62,116	-	23,24,245
1.1.4	Fellow	1.00	12.00	69,877.50	8,38,530	-	8,38,530	-	16,77,060
1.1.5	Project manager	1.00	12.00	33,275.00	3,99,300	-	3,99,300	-	7,98,600
1.1.6	Project assistant				-	-	5,59,020	-	5,59,020
	Sub Total Salary Prg.				28,71,860	45,19,500	29,58,966	-	103,50,325
1.2	Admin								
1.2.1	Manager Finance and accounts				-	7,18,740	-	-	7,18,740
1.2.2	Asst Finance and accounts	1.00	12.00	33,275.00	3,99,300	-	-	-	3,99,300
	Sub Total Salary Adm.				3,99,300	7,18,740	-	-	11,18,040
	Total Salary				32,71,160	52,38,240	29,58,966	-	114,68,365
2	CAPITAL COST								
2.1	Furniture fixtures				-	-	-	-	-
	Total Capital Cost				-	-	-	-	-
3	PROGRAM COST								
3.1.	Induction								
3.1.1	Selection				-	25,000	-	-	25,000
3.1.2	Students stipend	38.00	0.75	15,000	4,27,500	26,40,000	31,62,838	-	62,30,338
3.1.3	Centralised field courses				-	2,36,719	16,57,033	-	18,93,752
3.1.4	Action reserch academic supervision				-	79,86,000	-	-	79,86,000
3.1.5	Action research field supervision				-	-	18,78,600	-	18,78,600
3.2	Capacity building of field facty and devt								
3.2.1	Summer winter courses and PG diploma				-	-	3,60,800	-	3,60,800
3.2.2	Curriculum devt workshops				-	-	-	-	-
3.3	Soc entrep and action research								
3.3.1	Soc entrep and action research				-	-	13,68,000	-	13,68,000
3.3.2	Mentoring				-	-	21,60,000	-	21,60,000
3.4	Outreach and networking								
3.4.1	Developing material				-	60,000	30,000	-	90,000
3.4.2	Reach out to good student pool				-	1,00,000	-	-	1,00,000
3.4.3	Networking with NGO and univ partners				-	70,000	70,000	-	1,40,000
3.5	Research projects								
3.5.1	Transdisciplinary research				-	-	27,36,000	-	27,36,000
3.5.2	Virtual hub for rural transformation				-	-	-	-	-
3.6	Publication and knowledge material								
3.6.1	AR dissertations				-	20,000	-	-	20,000
3.6.2	Monographs and occasional papers				-	64,000	-	-	64,000
3.6.3	Thematic material and anthologies				-	75,000	-	-	75,000
3.6.4	Coursepacks				-	50,000	25,000	-	75,000
3.6.5	Annual conference				-	3,30,000	3,80,000	-	7,10,000
	Total Program Cost				4,27,500	116,56,719	138,28,271	-	259,12,490
4	OVERHEAD COST								
4.1	Recruitment				-	-	-	-	-
4.2	Audit				-	44,000	-	-	44,000
4.3	Rent				-	12,77,780	-	-	12,77,780
4.4	Electricity				-	2,39,580	-	-	2,39,580
4.5	Office admin expenses	1.00	12.00	3,000	36,000	1,00,000	80,000	-	2,16,000
4.6	IT support expenses				-	2,87,496	-	-	2,87,496
4.7	M and E				-	2,00,000	-	-	2,00,000
4.8	Field immersion travel				-	3,30,800	3,08,080	-	6,38,880
	Total Overhead				36,000	24,79,636	3,88,080.00	-	29,03,716
	Grand Total				37,34,660	193,74,595	171,75,317	-	402,84,571


g
B.R.

Singh

Name of the Organisation: BHARAT RATNA Dr. B.R. AMBEDKAR UNIVERSITY , Delhi

BUDGET YEAR 5

Period Interval in months		Trust							
12 Months									
Sr No	Budget Head	Unit	Time	Unit cost Rs	Total Rs	Local Cont Rs	Other Donor Rs	Bank Contributio	Grand Total Rs
1	PERSONNEL								
1.1	Program								
1.1.1	Associate profs				-	27,00,000	-	-	27,00,000
1.1.2	Asst profs	1.00	12.00	27,500.00	3,30,000	19,80,000	16,50,000	-	39,60,000
1.1.3	Senior fellow	1.00	12.00	53,264.00	6,39,168	-	19,17,502	-	25,56,670
1.1.4	Fellow	1.00	12.00	38,432.75	4,61,193	-	13,83,573	-	18,44,766
1.1.5	Project manager				-	-	8,78,460	-	8,78,460
1.1.6	Project assistant				-	-	6,14,922	-	6,14,922
	Sub Total Salary Prg.				14,30,361	46,80,000	64,44,457	-	125,54,818
1.2	Admin								
1.2.1	Manager Finance and accounts				-	7,90,614	-	-	7,90,614
1.2.2	Asst Finance and accounts	1.00	12.00	36,602.50	4,39,230	-	-	-	4,39,230
	Sub Total Salary Adm.				4,39,230	7,90,614	-	-	12,29,844
	Total Salary				18,69,591	54,70,614	64,44,457	-	137,84,662
2	CAPITAL COST								
2.1	Furniture fixtures				-	-	-	-	-
	Total Capital Cost				-	-	-	-	-
3	PROGRAM COST								
3.1	Induction								
3.1.1	Selection				-	25,000	-	-	25,000
3.1.2	Students stipend				-	24,00,000	36,00,000	-	60,00,000
3.1.3	Centralised field courses				-	2,36,719	16,57,033	-	18,93,752
3.1.4	Action reserch academic supervision				-	87,84,600	-	-	87,84,600
3.1.5	Action research field supervision				-	-	15,99,000	-	15,99,000
3.2	Capacity building of field faculty and devt								
3.2.1	Summer winter courses and PG diploma				-	-	3,96,880	-	3,96,880
3.2.2	Curriculum devt workshops				-	1,75,000	-	-	1,75,000
3.3	Soc entrep and action research								
3.3.1	Soc entrep and action research				-	-	13,68,000	-	13,68,000
3.3.2	Mentoring				-	-	21,60,000	-	21,60,000
3.4	Outreach and networking								
3.4.1	Developing material				-	65,000	-	-	65,000
3.4.2	Reach out to good student pool				-	1,00,000	-	-	1,00,000
3.4.3	Networking with NGO and univ partners				-	-	-	-	-
3.5	Research projects								
3.5.1	Transdisciplinary research				-	13,68,000	13,68,000	-	27,36,000
3.5.2	Virtual hub for rural transformation				-	-	-	-	-
3.6	Publication and knowledge material								
3.6.1	AR dissertations				-	24,000	-	-	24,000
3.6.2	Monographs and occasional papers				-	64,000	-	-	64,000
3.6.3	Thematic material and anthologies				-	75,000	-	-	75,000
3.6.4	Coursepacks				-	75,000	-	-	75,000
3.6.5	Annual conference				-	3,50,000	4,00,000	-	7,50,000
	Total Program Cost				-	137,42,319	125,48,913	-	262,91,232
4	OVERHEAD COST								
4.1	Recruitment				-	-	-	-	-
4.2	Audit				-	50,000	-	-	50,000
4.3	Rent				-	14,05,536	-	-	14,05,536
4.4	Electricity				-	2,63,538	-	-	2,63,538
4.5	Office admin expenses	1.00	12.00	3,000	36,000	2,04,000	-	-	2,40,000
4.6	IT support expenses				-	3,16,246	-	-	3,16,246
4.7	M and E				-	2,00,000	-	-	2,00,000
4.8	Field immersion travel				-	2,34,256	4,68,612	-	7,02,768
	Total Overhead				36,000	26,73,576	4,68,612.00	-	31,78,088
	Grand Total				19,05,591	218,86,509	194,61,882	-	432,53,982



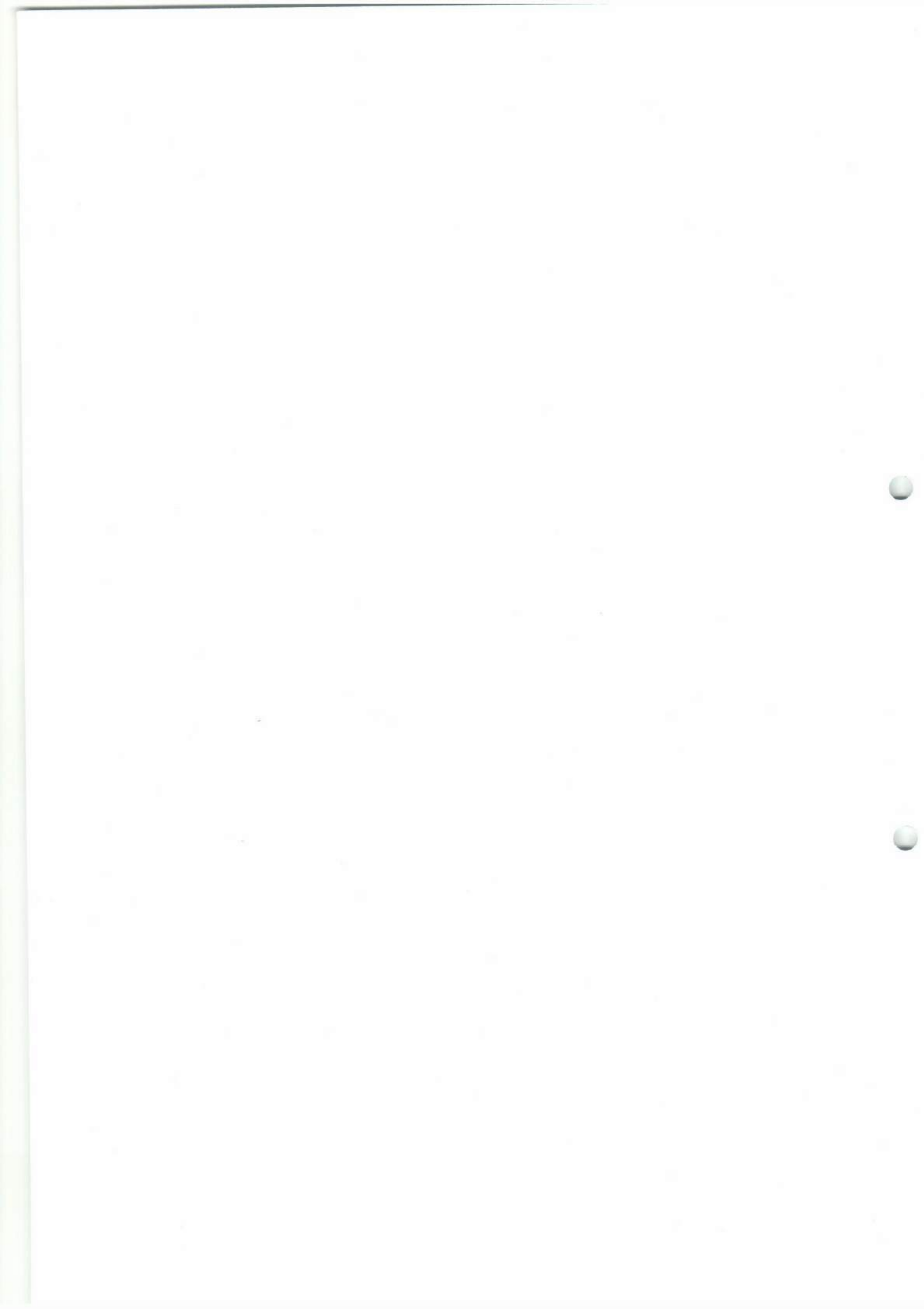



TOTAL BUDGET

Sr No	Budget Head	Trust					Total Rs	Local Cont Rs	Other Donor Rs	Bank Contribution	Grand Total Rs
		Year 1 Rs	Year 2 Rs	Year 3 Rs	Year 4 Rs	Year 5 Rs					
1	PERSONNEL										
1.1	Program										
1.1.1	Associate profs	-	-	-	-	-	-	-	-	-	
1.1.2	Asst profs	-	-	-	-	-	-	-	-	-	
1.1.3	Senior fellow	7,56,000	7,80,000	6,00,600	4,71,900	3,30,000	29,38,500	138,24,000	-	138,24,000	
1.1.4	Fellow	12,22,368	13,44,605	14,79,065	11,62,130	6,39,168	58,47,336	93,84,900	16,50,000	139,73,400	
1.1.5	Project manager	12,60,000	13,86,000	15,24,800	8,38,530	4,61,193	54,70,323	-	41,79,749	100,27,085	
1.1.6	Project assistant	4,00,000	6,60,000	3,63,000	3,99,300	-	18,22,300	-	22,22,103	76,92,426	
	Sub Total Salary Prg.	39,88,368	41,70,605	39,67,265	28,71,860	14,30,361	184,28,459	232,08,900	114,73,754	511,11,113	
1.2	Admin										
1.2.1	Manager Finance and accounts	-	-	-	-	-	-	-	-	-	
1.2.2	Asst Finance and accounts	-	-	-	3,99,300	4,39,230	6,38,530	32,06,754	-	32,06,754	
	Sub Total Salary Adm.				3,99,300	4,39,230	6,38,530	32,06,754	9,93,000	60,38,284	
	Total Salary	39,88,368	41,70,605	39,67,265	32,71,160	18,69,591	172,66,989	264,15,654	124,66,754	681,49,397	
2	CAPITAL COST										
2.1	Furniture fixtures	-	-	-	-	-	-	-	-	-	
	Total Capital Cost							1,50,000		1,50,000	
3	PROGRAM COST										
3.1	Induction										
3.1.1	Selection	-	-	-	-	-	-	-	-	-	
3.1.2	Students stipend	-	-	-	-	-	-	1,30,000	-	1,30,000	
3.1.3	Centralised field courses	32,01,600	12,68,200	18,01,200	4,27,500	-	67,18,500	135,60,000	111,37,888	314,15,388	
3.1.4	Action research academic supervision	1,89,701	6,92,958	5,03,088	-	-	13,65,747	11,40,559	51,02,502	76,08,808	
3.1.5	Action research field supervision	-	-	-	-	-	-	330,30,672	-	330,30,672	
3.2	Capacity building of field faculty and devt orgns										
3.2.1	Summer winter courses and PG diploma	-	-	-	-	-	-	-	72,01,600	72,01,600	
3.2.2	Curriculum devt workshops	-	13,24,800	-	-	-	13,24,800	4,50,000	45,16,880	62,91,680	
3.3	Soc entrep and action research										
3.3.1	Soc entrep and action research	-	-	-	-	-	1,38,000	3,50,000	-	4,88,000	
3.3.2	Mentoring	3,86,400	3,86,400	3,86,400	-	-	11,59,200	-	91,45,800	103,05,000	
3.4	Outreach and networking										
3.4.1	Developing material	-	-	-	-	-	-	4,32,000	76,32,000	80,64,000	
3.4.2	Reach out to good student pool	27,600	27,800	30,000	-	-	85,200	1,72,400	-	2,80,000	
3.4.3	Networking with NGO and univ partners	73,600	72,000	-	-	-	1,45,600	3,06,400	30,000	2,87,600	
3.5	Research projects										
3.5.1	Transdisciplinary research	-	-	-	-	-	-	1,28,800	2,07,000	3,36,800	
3.5.2	Virtual hub for rural transformation	-	-	-	-	-	-	-	2,10,000	2,10,000	
3.6	Publication and knowledge material generation	1,18,604	-	-	-	-	1,18,604	13,68,000	103,05,000	116,73,000	
3.6.1	AR dissertations	-	-	-	-	-	-	-	-	-	
3.6.2	Monographs and occasional papers	-	-	-	-	-	-	84,000	-	84,000	
3.6.3	Thematic material and anthologies	-	-	-	-	-	-	3,12,000	-	3,12,000	
3.6.4	Coursepacks	-	-	-	-	-	-	3,75,000	-	3,75,000	
3.6.5	Annual conference	-	-	-	-	-	-	1,25,000	25,000	1,50,000	
	Total Program Cost	39,77,505	40,58,758	27,20,688	4,27,500		111,84,451	537,06,031	568,16,870	1217,06,352	
4	OVERHEAD COST										
4.1	Recruitment	16,000	-	-	-	-	16,000	-	-	16,000	
4.2	Audit	-	-	-	-	-	-	2,18,000	-	2,18,000	
4.3	Rent	-	-	-	-	-	-	58,60,896	-	58,60,896	
4.4	Electricity	-	-	-	-	-	-	10,98,918	-	10,98,918	
4.5	Office admin expenses	-	-	30,000	-	-	-	4,24,000	-	4,54,000	
4.6	IT support expenses	30,000	30,000	30,000	36,000	36,000	1,62,000	-	1,10,000	6,96,000	
4.7	M and E	80,000	80,000	80,000	-	-	-	13,18,702	-	13,18,702	
4.8	Field immersion travel	1,58,000	4,68,000	4,08,560	-	-	2,40,000	6,16,000	-	8,56,000	
	Total Overhead	2,82,000	6,78,000	5,16,560	36,000		14,48,560	101,01,672	9,84,912	126,25,044	
	Grand Total	82,47,873	88,07,363	72,04,513	37,34,660	19,05,591	299,00,000	803,72,267	703,68,536	1906,30,792	

1/26



Tata Education and Development Trust

c/o. Sir Ratan Tata Trust, Bombay House, Homi Mody Street, Fort, Mumbai-400001.
Tel. : 6665 8282 Fax : 022-6665 8013

Grant ID*: TEDT/MUM/CSS/BRDBRAU/2017-2018/0039/ZA/ck

Date: February 1, 2018

* To be referenced in all communications/reports to the Trust

Prof Anup Dhar,
Director
Centre for Development Practice,
Ambedkar University Delhi,
Kashmere Gate Campus,
Delhi -110006
Email id: anup@aud.ac.in
Mob No: 9818883657

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Subject: Sanction for an amount of Rs. 299.00 lakhs over five years to Bharat Ratna Dr B R Ambedkar University, New Delhi for the project "Institutionalising the Centre for Development Practice (CDP)".

Dear Prof. Dhar,

We are pleased to inform you that the Trustees of the Tata Education and Development trust (the Trust) have approved a grant of Rs. 299.00 Lakhs (Rupees Two Hundred Ninety Nine Lakhs Only) to Bharat Ratna Dr B R Ambedkar University, New Delhi for the project titled "Institutionalising the Centre for Development Practice (CDP)" for a period of five years. This grant is being made in response to your letter sent with the proposal and related correspondence on the matter.

The grant is made subject to the following **Particular Conditions of Contract (PCC) and General Conditions of Contract (GCC)**.

Particular Conditions of Contract (PCC)

1. Amount of Grant

Rs. 299.00 Lakhs (Rupees Two Hundred Ninety Nine Lakhs Only)

2. Term

Five years; commencing from February 1, 2018 to January 31, 2023.

3. Purpose

This grant is to be specifically used for the purposes set out in Annexure 1, hereto. Any variations made, without prior written approval of the Trust will be considered a ground for termination of the grant.

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Tata Education and Development Trust

c/o. Sir Ratan Tata Trust, Bombay House, Homi Mody Street, Fort, Mumbai-400001.
Tel. : 6665 8282 Fax : 022-6665 8013

ACCEPTED & AGREED

For 'Name of the grantee organisation and stamp':

Ambedkar University Delhi
Akabara

By 'Authorised Signatory'

: Prof. Asmita Kabra

Name and Designation

: Registrar



कुलसचिव / Registrar
अम्बेडकर विश्वविद्यालय दिल्ली
Ambedkar University Delhi
लाधियान रोड, कश्मीर गेट, दिल्ली-110006
Lothian Road, Kashmir Gate, Delhi-110006
क्यासाइट/website : www.aud.ac.in

Date

PAN Number

: AAAG1B0017R

Cheque to be drawn in favour of: (Savings Account)

Project Bank Account no. :

90322010087027

Bank Name :

Syndicate Bank, Kashmir Gate, Delhi

Branch Name :

Kashmere Gate, Delhi

IFSC Code :

SYNB0009032

Bank Address

Kashmere Gate, Delhi

Note: Along with the abovementioned details we request you to please provide us with:

- Copy of a cancelled Cheque
- Copy of the passbook or bank statement (whichever is available) issued for the separate bank account open for Trust funds.
- Copy of the PAN Card

Annexures:

Annexure 1 – Project Budget Sheet (Counter Signature Required*)

Annexure 2a – Quarterly Progress Report (For periodic report submission**)

Annexure 2b- Utilisation Certificate (UC) (For periodic report submission**)

Annexure 3- Annual Progress Report (For periodic report submission**)

Annexure 4 – Approved AWP template (For periodic report submission**)

Annexure 5- MEL KPI Sheet (For periodic report submission**)

Annexure 6– Guideline for Budget template (For Information***)

Annexure 7 – Guideline for Utilisation Certificate (UC) (For Information ***)

Annexure 8 – Guideline for Annual Work Plan (For Information***)

Note:

*Annexures where counter signature required will be sent first through email and the countersigned originals need to be obtained subsequently along with the main Grant Letter

**Annexures will be sent through email and the same must be used for reporting as per the applicable clauses in Grant Letter

***Annexures which are 'For Information' to the Grantees can be shared in soft copies and no counter signature are required or awaited

BK.



Bharat Ratna Dr B R
Ambedkar University, Delhi



भारत रत्न डॉ. बी. आर.
अम्बेडकर विश्वविद्यालय, दिल्ली

CENTRE FOR EARLY CHILDHOOD EDUCATION AND DEVELOPMENT (CECED)

PROF. VRINDA DATTA
DIRECTOR

F.No. AUD/CECED/14-103/2018-19/UNICEF(SGDS)/789

Date: 13th December 2018

To,

Ms. Mita Gupta
Education Specialist, UNICEF
73, Lodhi Road,
New Delhi - 110003

Sub: Request for No Cost Extension (NCE) under the project titled "Strengthening quality in early childhood care and education (ECCE): in support of achieving sustainable development goals from 1st Jan-28th Feb 2019

Dear Mita,

I am writing to you with reference to the project titled, "Strengthening quality in early childhood care and education (ECCE): in support of achieving sustainable development goals" supported by UNICEF and being implemented by CECED, AUD. In the year 2018, final submission of SAT report, FCR reports, Policy briefs and Trainer's package was planned. However, due to the delay in the release of first quarter of funds and sudden field level changes, few of the activities got delayed. The pending work for which NCE is requested is as follows:

1. Report of Assam under FCR component
- 2 Gujarat visit and report under FCR component
3. Desk Review of Curriculum of West Bengal under FCR.
4. Designing of Trainer's Package and submission of final designed document.
5. Video documentation & editing of existing videos under Trainer's Package.
6. Final report of SAT

The above mentioned activities planned for 2018 will be completed in 2019 from Jan to Feb. There will be a balance of Rs. 31,60,661 approximately from the 2018 sanctioned budget which is proposed to be utilized in NCE budget.

To complete the pending activities of 2018, No Cost Extension (NCE) from January 1 to February 28, 2019 is requested. The balance amount will be utilized within this period under the budget head 1 Staff Cost, 2 Consultants, 3 Project Activities and 4 for Printing, Stationery and Administrative support and Secretarial Assistance for completing the said activities.

Hence, it is requested that *No Cost Extension* may be approved for a period from 1st Jan to 28th February 2019 and utilisation of the balance funds for completing the pending activities. During the NCE there will be requirement of Rs. 22, 57,797 funds. The NCE budget from January 2019 to February 2019 is enclosed for your kind approval.

We look forward to your early approval for the said No-Cost Extension.

An early response would be appreciated to enable us to plan and execute the programme activities in a timely manner.

With regards,

A handwritten signature in black ink, appearing to read 'Vrinda Datta', is written over a rectangular grey stamp or watermark.

(Vrinda Datta)

Encl: As above

UNICEF FINANCIAL PROPOSAL FOR STRENGTHENING QUALITY IN EARLY CHILDHOOD CARE AND EDUCATION (ECE): IN SUPPORT OF ACHIEVING SUSTAINABLE.

S.N	Components	Grand Total	A					B					C			D						E		
			CECED OVERALL (SPM-Payal, Finance-S.P.Mahla, SPA-Meenakshi, OA-Manish)(PAS-Rupjyoti, Meenu, SA-Mansi, Haritika)					Framework and ECE curriculum review					ECE Trainer's Package			SAT (SPA-Anecsh)							Remarks	
			Unit	Rate	Months	Jan	Feb	Total	Unit	Rate	Jan	Feb	Total	Jan	Feb	Total	Unit	Rate	Months	Jan	Feb	Total		
1	Staff Cost																							
i)	Senior Programme Manager (SPM)	210000	1	100000	2	100000	110000	210000																
ii)	Consultant (P&A)	175692	1	87846	2	87846	87846	175692																
iii)	Sr. Project Associate (SPA) (Consultant)	255720	1	67860	2	67860	67860	135720									1	60000	2	60000	60000	120000	In Jan & Feb 2019, Meenakshi will be working as a consultant on SPA level	
iv)	Project Associate (PAS)	180000	2	45000	2	90000	90000	180000																
v)	Senior Project Assistant (SA)	120000	2	30000	2	60000	60000	120000																
	Office Assistant (OA)	40020	1	20010	2	20010	20010	40020																
	Total 1	981432				425716	435716	861432													60000	60000	120000	
2	Consultants	120000							1	2500	25000	0	25000								95000	0	95000	
	Total 2	120000									25000		25000								95000	0	95000	
3	Project Activities																							
i)	Field work in states	630000							2	80000	160000	0	160000	470000	0	470000								TP cost included the video shoot in UP and existing video editing
iv)	Resource Material	105000												0	105000	105000								TP cost includes the translation cost
v)	Consultation/Meetings	50000																			50000	0	50000	
	Total 3 (i to v)	785000									160000		160000	470000	105000	575000					50000		50000	
4	Others																							
i)	Printing, Stationery and Designing	142111				10000	0	10000						132111	0	132111								TP cost includes the payment for illustration, however the work will be completed in Dec. 2018 but the payment will be done in Jan.2019
ii)	Administrative & Secretarial Assistant cost	24000				12000	12000	24000																
	Total 4 (i to ii)	166111				22000	12000	34000	0	0	0	0	0	132111		132111								
5	Total 1 to 4	2052543				447716	447716	895432	0	0	185000	0	185000	602111	105000	707111					205000	60000	265000	
6	10% overhead charges	205254.3				44771.6	44771.6	89543.2	0	0	18500	0	18500	60211.1	10500	70711.1					20500	6000	26500	
7	Grand Total (5+6)	2257797.3				492488	492487.6	984975.2	0	0	203500	0	203500	662322	115500	777822					225500	66000	291500	

V. Datta