

Arms Trade Treaty Voluntary Trust Fund

FINAL REPORT

**Office of the Special Envoy on Transnational Crime
(OSETC), Office of the President of the Philippines**

Project No.: ATT.VTF.G2017.001PHL

31 August 2018

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Arms Trade Treaty Voluntary Trust Fund - Final Report

Project number	ATT.VTF.G2017.001PHL
Grantee name	Office of the Special Envoy on Transnational Crime (OSETC), Office of the President, Republic of the Philippines
Project title	Developing and Implementing a Training Course on Licensing, Investigation and Enforcement Policies and Procedures on Conventional Weapons
Grant Amount	USD \$99,996.85
Final Report submission date	30 September 2018
Period covered under this report (MM/DD/YY – MM/DD/YY)	01 August 2017 – 31 July 2018

1. Project activities and outcomes

a Describe the project outcomes.


The main project outcome intended was to build capacities to enable the Philippine government to implement treaty obligations with the current structures of the frontline agencies. This objective was achieved through the participation of 17 implementing agencies in the 15-day training course on licensing, enforcement and investigation that also included all international instruments in relation to the ATT, such as the UNPoA on SALW, the ITI and the Philippines' IHL Act along with other domestic laws. The course produced 28 graduates, who are now part of the growing advocates for the ATT's ratification in the Philippines, within the implementing agencies and officials. Some of the graduates were present during the Philippines' first ratification hearing at the Philippine Senate to give their position in favour of ratification; they will also be present at the Senate's Technical Working Group, the continuation of the Senate hearings. After the course, the OSETC, together with its implementing partner, also drafted a Senate Briefing paper to ensure that the Philippines' context is taken into consideration during the discussions for ratification and implementation.

b Describe how the project has assisted your implementation of the ATT.

The project addressed myths about the treaty in the Philippines, such as views that it is a disarmament treaty. Ensuring that the project had an inclusive process through consultations with all agencies involved was effective in raising awareness of how the treaty will address some of the challenges that the country faces on arms proliferation and diversion. The TWG discussions and the 15-day course provided a comprehensive platform to discuss all issues and aspects of the ATT from licensing to prosecution, and the entire life cycle of arms supply and use in the country. The project recognized the various challenges from multiple participating agencies on the implementation of the ATT and how it can be addressed through a whole-of-government approach. The project was able to strengthen the capacities of the TWG on ATT in preparation for the Senate hearings. Lastly, the project recognized the complementarity of efforts between state agencies and civil society as the implementing partner.

c List all States that benefitted from the project.

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The Philippines

d Were all the project activities as specified in the Project Schedule (see Annex H) completed?

Yes No

If no, explain why and describe any problems, constraints and difficulties experienced in implementing the project.

What recommendations would you make in this regard?

The commitment of the government agencies is crucial. Despite the change in the leadership of the OSETC in February-March 2018, the project was not affected in terms of the implementation of the project and schedules, because the inter-agency technical working group, the staff of the OSETC and its implementing partner Nonviolence International Southeast Asia were all consulted and had agreed upon all the objectives of the project, the work and the activities to be implemented beforehand.

e How would you rate the *relevance* of the project (was the project suited to existing priorities and policies of the benefitting State(s))?

Not relevant at all	Not very relevant	Moderately relevant	Relevant	Very relevant
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Explain your answer:

The project is very relevant given that the problem of the unregulated flow of weapons to and within the Philippines is one of the issues identified as a concern by the government. Diversion of weapons to support extremist groups, non-state armed groups, and terrorists have caused armed clashes that resulted in deaths and disrupted development efforts that are supposed to maintain peace and security in the country.


f How would you rate the *effectiveness* of the project (to what extent has the project attained its stated objectives)?

Not effective at all	Not very effective	Moderately effective	Effective	Very effective
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Explain your answer:

The approach that the project took, which was focused on building capacities now that meets the implementation standards of the treaty to increase the chances of ratification, proved quite effective. The project provided platforms for discussions and negotiations among the

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implementing agencies in the country. The course also produced advocates for the ATT among the implementing agencies.

Several issues, especially on overlapping legislations and jurisdiction at certain times, were tackled in the course of the project. Identification and recommendations on how to harmonize laws on conventional arms, ammunitions, and strategic goods and their parts and components were made, as well as recommendations for joint circulars between police and military on the destruction of recovered firearms and the centralization of repositories of weapons.

g How would you rate the *efficiency* of the project (to what extent were the project results attained on time and within budget)?

Not efficient at all	Not very efficient	Moderately efficient	Efficient	Very efficient
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Explain your answer:

A feedback mechanism was also put in place for the participants in the course. The project implementation has received a number of very positive feedbacks in terms of the results—the project management and the allocation of resources achieved the desired results. The 15-day training has achieved several milestones in terms of project implementation as it covered a lot of issues that will have to be addressed once the Philippines ratifies the treaty. As of writing this report, these same questions and concerns that were raised throughout the project also came up during the first Senate hearing on the ATT ratification process last August 6, 2018. Having extensively covered major issues at the legislative side, this was shared at the ratification hearing.

h Please describe the impact of the project (i.e. the positive or negative changes or effects that the project results have on the surrounding circumstances).

The project had produced a number of implementing agencies' officials with the needed capacities to understand the obligations of a state once it ratifies the ATT. These officials from frontline agencies were able to distinguish which aspects of the treaty are currently covered by rules and regulations, laws and existing policies. This greatly impacts the implementation process as the frontline agencies themselves have identified the areas which they need to change or improve once the treaty becomes a law in the Philippines. These government officials have recognized the challenges of the implementation of the ATT and have recommended a number of ways to overcome the challenges. The government officials who participated in the project implementation as TWG member or participants have also become advocates for the ratification of the ATT.

i How would you rate the *sustainability* of the project (to what extent can the project benefits continue after the project has finished)?

Not sustainable at all	Not very sustainable	Moderately sustainable	Sustainable	Very sustainable
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Explain your answer:

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The Department of National Defense, who was represented by a member at the Technical Working Group and also sent 2 officials to participate in the course made recommendations to the National Defense College of the Philippines (NDCP) that part of the course should be included in their regular curriculum. Ongoing discussions to integrate the topics of the training into their curriculum is underway with the Philippine Public Safety College (PPSC), the institutions who also administers the Philippine National Police Academy. The issues on diversion and recommendations on how to lessen its occurrence, if not completely eliminate it, is still being discussed as this is an issue that affects all implementing agencies, not just the police and the military.

j How will the Project outcomes be further used or applied in the future? Are there plans for the activities to be continued or for the experience gained to be shared?

The OSETC, as the national point of contact in the Philippines, has convened the Technical Working Group that will be appearing at the senate hearing. The OSETC has also submitted its position paper and has worked with the TWG on the point-by-point response to the issues raised by firearms and ammunitions manufacturers in opposition to the ratification.

The OSETC is committed to ensuring that the gains and successful experiences in project management, lessons learned and best practices can be shared to other ATT-VTF interested parties and partners.

As of this writing, the OSETC had initiated an ASEAN regional outreach to its neighbors and have met with Malaysia, Singapore and Thailand delegates during the 4th Conference of States Parties to invite them to participate in a regional consultation which aims to gather best practices and challenges confronting each participating ASEAN state in the way of implementing the ATT. The ASEAN is an important regional community for the Philippines and consulting with its ASEAN neighbors should be parallel with the domestic ratification process.


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2. Final expenditure report

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3. Certification


For the purposes of this certification:

Grantee means Office of the Special Envoy on Transnational Crime (OSETC), Office of the President, Republic of the Philippines

Consultant means the national and regional resource persons hired for the project. Attached with this certification is a List of Resource Persons hired for the project.

I Bernardine Muriel V. Tayros, being a person duly authorised by the Grantee hereby certify that:

1. The Consultants were engaged by the Grantee on or after the date the Grant Agreement was executed to deliver services to the Project.
2. The service provided by the Consultant to the Grantee has been completed in accordance with the Grant Agreement.
3. The total amount paid by the Grantee to the Consultants for the provision of services to help implement the Grant project to date is 5,424.06 USD.
4. I have attached the receipt certificates provided to the Grantee by the Consultant for the provision of services for the Grant project to date. The corresponding fees paid to each are attached in the financial report as individual receipts in Receipt Nos. 4, 5 and 6.
5. I have attached receipts from the Consultants confirming that the amount referred to in 3 above has been paid in full by the Grantee.
6. All the information I have provided to the ATT Secretariat (including the contents of this declaration) is complete, true and correct.
7. I am aware of the Grantee's obligations under their Grant Agreement, including the need to keep the ATT Secretariat informed of any circumstances that may impact on the objectives, completion and/or outcomes of the agreed project.
8. I am aware that the Grant Agreement empowers the ATT Secretariat to terminate the Grant Agreement and to request repayment of funds paid to the Grantee where the Grantee is in breach of the Grant Agreement.

Signed  31 AUG 2018 Date
Project Finance Officer


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Project: Developing and Implementing a Training Course on Licensing, Investigation and Enforcement Policies and Procedures on Conventional Weapons

	Start	Finish	Predecessors	Assigned To	% Complete	Status
Philippines	8/1/2017	7/31/2018				
Finalise Project Schedule	6/27/2017	7/5/2017			100%	Complete
Submit bank account details	6/27/2017	7/5/2017			100%	Complete
Submit final Project Budget	6/27/2017	7/5/2017			100%	Complete
Sign Grant Agreement	7/6/2017	7/6/2017			100%	Complete
Submit signed Grant Agreement to ATT Sec.	7/6/2017	7/6/2017			100%	Complete
Transfer of Grant (1st installment)	7/28/2017	7/28/2017			100%	Complete
Project Start Date	8/1/2017	8/1/2017				
Project Activities						
Phase 1: Preparatory Meetings (x 3)	August	December				
Organise 1st Preparatory Meeting logistics						
Identify and book venue	8/1/2017	8/4/2017			100%	Complete
Book transport for participants	8/1/2017	8/4/2017			100%	Complete
Invite participants	8/1/2017	8/4/2017			100%	Complete
Prepare materials for participants	8/7/2017	8/7/2017			100%	Complete
Hold workshop	8/8/2017	[1 day]			100%	Complete
Organise 2nd Preparatory Meeting logistics						
Identify and book venue	9/20/2017	9/21/2017			100%	Complete
Book transport for participants	9/21/2017	9/22/2017			100%	Complete
Invite participants	9/22/2017	9/24/2017			100%	Complete
Prepare materials for participants	9/25/2017	9/25/2017			100%	Complete
Hold workshop	9/26/2017	[1 day]			100%	Complete
Organise 3rd Preparatory Meeting logistics						
Identify and book venue	10/22/2017	10/24/2017			100%	Complete
Book transport for participants	10/24/2017	10/26/2017			100%	Complete
Invite participants	10/28/2017	11/3/2017			100%	Complete
Prepare materials for participants	11/3/2017	11/5/2017			100%	Complete
Hold workshop	11/6/2017	[1 day]			100%	Complete
Phase 2: Curriculum development (3 x meetings)						
Organise 1st Curriculum Development Meeting logistics						
Identify and book venue	10/2/2017	10/6/2017			100%	Complete
Book transport for participants	10/6/2017	10/13/2017			100%	Complete
Invite participants	10/6/2017	10/13/2017			100%	Complete
Prepare materials for participants	10/13/2017	10/13/2017			100%	Complete
Hold workshop	10/14/2017	[1 day]			100%	Complete
Organise 2nd Curriculum Development Meeting logistics						
Identify and book venue	10/9/2017	10/13/2017			100%	Complete
Book transport for participants	10/9/2017	10/13/2017			100%	Complete
Invite participants	10/9/2017	10/13/2017			100%	Complete
Prepare materials for participants	10/15/2017	10/15/2017			100%	Complete
Hold workshop	10/16/2017	[1 day]			100%	Complete
Organise 3rd Curriculum Development Meeting logistics						
Identify and book venue	10/10/2017	10/16/2017			100%	Complete
Book transport for participants	10/10/2017	10/16/2017			100%	Complete
Invite participants	10/10/2017	10/16/2017			100%	Complete
Prepare materials for participants	10/17/2017	10/17/2017			100%	Complete
Hold workshop	10/19/2017	[1 day]			100%	Complete
Developing Modules						
Drafting and consultation on Module on Comprehensive Course on Licensing Policies and Pro	9/20/2017	4/10/2017			100%	Complete
Drafting and consultation on Module on Comprehensive Course on Investigation Policies and F	9/20/2017	4/10/2017			100%	Complete
Drafting and consultation on Module on Comprehensive Course on Enforcement Policies and F	9/20/2017	4/10/2017			100%	Complete
Organise 1st Experts' Group Meeting						
Identify and book venue	12/1/2017	1/4/2017			100%	Complete
Book transport for participants	1/4/2017	1/4/2017			100%	Complete
Invite participants	1/4/2017	12/15/2017			100%	Complete
Prepare materials for participants	12/15/2017	2/5/2018			100%	Complete
Hold workshop	2/15/2018	[1 day]			100%	Complete
Organise 2nd Experts' Group Meeting						
Identify and book venue	12/1/2017	1/4/2017			100%	Complete
Book transport for participants	1/4/2017	1/4/2017			100%	Complete
Invite participants	12/15/2017	1/4/2017			100%	Complete
Prepare materials for participants	12/15/2017	2/5/2018			100%	Complete
Hold workshop	2/16/2018	[1 day]			100%	Complete
Organise 3rd Experts' Group Meeting						
Identify and book venue	12/1/2017	12/4/2017			100%	Complete
Book transport for participants	12/4/2017	12/4/2017			100%	Complete
Invite participants	12/4/2017	12/15/2017			100%	Complete
Prepare materials for participants	12/15/2017	2/5/2018			100%	Complete
Hold workshop	2/17/2018	[1 day]			100%	Complete
Organise Module Presentation and Validation workshop						
Identify and book venue	12/1/2017	12/4/2017			100%	Complete
Book transport for participants	12/4/2017	12/4/2017			100%	Complete
Invite participants	12/4/2017	12/15/2017			100%	Complete
Prepare materials for participants	12/15/2017	2/5/2018			100%	Complete
Hold workshop	2/18/2018	[1 day]			100%	Complete
Interim Report to ATT Secretariat	1/5/2018	1/5/2018			100%	Complete
Transfer of Grant (2nd installment)	1/20/2018	1/20/2018			100%	Complete
Phase 3: Implementation of three training courses, practical trainings and field visits	January	April				
Organise Comprehensive Training Course on Module on Licensing, Investigation, and Enforcement Policies and Procedures in Relation to the Arms Trade Treaty						
Identify and book venue and identify offices/port of entries for practical training and field visit	12/1/2017	12/4/2017			100%	Complete
Book transport for participants for training course, for practical training and field visit	12/1/2017	1/20/2018			100%	Complete
Invite participants	12/1/2017	1/20/2018			100%	Complete
Prepare materials for participants	1/20/2018	2/4/2018			100%	Complete
Hold workshop	2/5/2018	2/17/2018	[13 days]		100%	Complete
Hold practical training and field visits	2/18/2018	2/19/2018	[2 days]		100%	Complete
Phase 4: Commencement activities						
Graduation ceremony and handing of certificates	2/19/2018	2/19/2018	[1 day]		100%	Complete
Project Conclusion and Final Reports	June	July				
End-of-Project Evaluation meeting	6/7/2018	6/7/2018	[1 day]		100%	Complete
Strategic Planning for Next Project	6/8/2018	6/8/2018	[1 day]		100%	Complete
Project End Date	7/31/2018	7/31/2018			100%	Complete
Final Report to ATT Secretariat	9/30/2018	9/30/2018			100%	Complete
Transfer of Grant (Final installment)	10/15/2018	10/15/2018			100%	Complete

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ATT Final Expenditure Report



Name of Grant Recipient: Philippines
 Department or Agency: OFFICE OF THE SPECIAL ENVOY ON TRANSNATIONAL CRIME (OSETC), OFFICE OF THE PRESIDENT OF THE PHILIPPINES
 Posting Date: 9/30/2018

Project No.	ATT-VTF-G2017-001PHL
Reporting period	01.09.2017-31.07.2018
Local Currency Code	PHP
Grant received USD (Balance of 1st instalment)	1,544.15
Grant received USD (2nd instalment)	39,998.74
	41,542.89

Vendor Code [Philippines]

<http://www.xo.com/currencytables/?from=PHP&date=2017.10.09>
 Click above first cell for exchange rate site

Accounting Details				General Details			Balance of budget available (Interim Report)	Actual spend to date (post Interim Report)**			Balance of budget available	Balance of funds received
Posting Date	GL Code	Project code	Budget Line	Ref. No.	Description 1	Description 2 - Receipt or Invoice No. - Date*	USD	Local Amount	Rate	USD	USD	USD
9/30/2018	31100	602017		1	Staff: Project Manager - Nonviolence International		3,682.17	263,550.00	0.0197	5,198.22	-1,516.05	36,344.67
9/30/2018	31100	602017		2	Staff: Project Coordinator - Nonviolence International		3,200.00	168,672.00	0.0197	3,326.86	-126.86	33,017.81
9/30/2018	31100	602017		3	Staff: Technical Writer - Nonviolence International		2,860.00	136,890.00	0.0197	2,700.00	160.00	30,317.81
9/30/2018	31200	602017		4	Consultants: International and Regional Experts		2,400.00	19,000.00	0.0197	374.75	2,025.25	29,943.06
9/30/2018	31200	602017		5	Consultants: National Experts		4,200.00	181,000.00	0.0197	3,570.02	629.98	26,373.04
9/30/2018	31200	602017		6	Consultants: Documenter		1,352.59	75,000.00	0.0197	1,479.29	-126.70	24,893.75
9/30/2018	34220	602017		7	Preparatory Meetings (12 persons X 3 meetings)		-566.83		0.0197	-	-566.83	24,893.75
9/30/2018	34220	602017		8	Curriculum Development (12 persons X 3 meetings)		70.43	19,340.00	0.0197	381.46	-311.03	24,512.29
9/30/2018	34220	602017		9	Experts' Group Meeting (6-8 local and international experts and 2-4 staff X 3 meetings)		1,080.00	74,205.00	0.0197	1,463.61	-383.61	23,048.68
9/30/2018	34210	602017		10	International Experts Airfares		3,200.00	87,080.00	0.0197	1,717.55	1,482.45	21,331.13
9/30/2018	34220	602017		11	Module Presentation and Validation (10 persons X 1 day)		300.00	84,061.00	0.0197	1,658.01	-1,358.01	19,673.12
9/30/2018	34220	602017		12	Module Trainings (15 participants and 5 for staff/secretariat, experts, resource persons X 3 module		6,000.00	13,070.00	0.0197	257.79	5,742.21	19,415.33
9/30/2018	34220	602017		13	Field visits (15 participants and 5 for staff/secretariat, experts, resource persons X 3 field visits)		540.00	88,819.97	0.0197	1,751.87	-1,211.87	17,663.46
9/30/2018	34220	602017		14	Commencement activity		-		0.0197	-	-	17,663.46
9/30/2018	34250	602017		15	Preparatory Meetings (10 persons X 3 days X 3 meetings)		2,723.51		0.0197	-	2,723.51	17,663.46
9/30/2018	34250	602017		16	Curriculum Development (10 persons X 3 days X 3 meetings)		2,743.43	14,000.00	0.0197	276.13	2,467.30	17,387.33
9/30/2018	34250	602017		17	Experts' Group Meeting (6-8 local and international experts and 2-4 staff X 3 days X 3 meetings)		3,600.00	64,000.00	0.0197	1,262.33	2,337.67	16,125.00
9/30/2018	34250	602017		18	Module Presentation and Validation		400.00	21,000.00	0.0197	414.20	-14.20	15,710.80
9/30/2018	34250	602017		19	Module Trainings		7,200.00	265,500.00	0.0197	5,236.69	1,963.31	10,474.11
9/30/2018	34250	602017		20	Field visits		1,800.00		0.0197	-	1,800.00	10,474.11
9/30/2018	34250	602017		21	Commencement activity		-		0.0197	-	-	10,474.11
9/30/2018	34230	602017		22	Preparatory Meetings		-		0.0197	-	-	10,474.11
9/30/2018	34230	602017		23	Curriculum Development		-		0.0197	-	-	10,474.11
9/30/2018	34230	602017		24	Experts' Group Meeting		-		0.0197	-	-	10,474.11
9/30/2018	34230	602017		25	Module Presentation and Validation		-		0.0197	-	-	10,474.11
9/30/2018	34230	602017		26	Module Trainings		2,905.58	770,400.00	0.0197	15,195.27	-12,289.69	-4,721.16
9/30/2018	34230	602017		27	Field visits		4,200.00		0.0197	-	4,200.00	-4,721.16
9/30/2018	34230	602017		28	Commencement activity		-		0.0197	-	-	-4,721.16
9/30/2018	32120	602017		29	Projectors, laptops, and cameras (in kind)		-		0.0197	-	-	-4,721.16
9/30/2018	33900	602017		30	Printers (in kind)		-		0.0197	-	-	-4,721.16
9/30/2018	32150	602017		31	Preparatory Meetings		-752.44		0.0197	-	-752.44	-4,721.16
9/30/2018	32150	602017		32	Curriculum Development		136.39		0.0197	-	136.39	-4,721.16
9/30/2018	32150	602017		33	Experts' Group Meeting		300.00	3,550.00	0.0197	70.02	229.98	-4,791.18
9/30/2018	32150	602017		34	Module Presentation and Validation		100.00		0.0197	-	100.00	-4,791.18
9/30/2018	32150	602017		35	Module Trainings		-115.74	422,864.70	0.0197	8,340.53	-8,456.27	-13,131.71
9/30/2018	32150	602017		36	Field visits		1,800.00	29,164.00	0.0197	575.23	1,224.77	-13,706.94
9/30/2018	32150	602017		37	Commencement activity certificates		600.00	8,728.75	0.0197	172.16	427.84	-13,879.10
9/30/2018	32150	602017		38	Training materials and copying		1,606.54	190,053.50	0.0197	3,748.59	-2,142.05	-17,627.69
9/30/2018	32150	602017		39	OSETC Communications and internet (in kind)		-		0.0197	-	-	-17,627.69
9/30/2018	34980	602017		41	Indirect support costs		3,976.63	201,615.14	0.0197	3,976.63	0.00	-21,604.32
							61,542.26	3,201,564.06		63,147.21	-1,604.95	

Signature:

Date:

31 AUG 2018

Head of ATT Secretariat's Signature:

Date:

ATT Final Expenditure Report



Name of Grant Recipient: Philippines
 Department or Agency: OFFICE OF THE SPECIAL ENVOY ON TRANSNATIONAL CRIME (OSETC), OFFICE OF THE PRESIDENT OF THE PHILIPPINES
 Posting Date: 9/30/2018

Project No.	ATT-VIS-G2017-001PHL
Reporting period	01.09.2017-31.07.2018
Local Currency Code	PHP
Grant Received USD (Balance of 1st Interim Report)	1,544.15
Grant received USD (2nd Interim Report)	39,995.74
	41,542.89

Vendor Code [Philippines]

<http://www.aic.com/systems/tables/From=PHP&date=2017-10-09>
 Click above first cell for exchange rate site

Accounting Details					General Details			Balance of budget available (Interim Report)	Actual spend to date (just Interim Report)**		Balance of budget available	Balance of funds received	
Posting Date	GL Code	Project code	Budget Line	Ref. #	Description 1	Description 2 - Receipt or Invoice No.	Date	USD	Local Amount	Rate	USD	USD	
9/30/2018	31100	602017		1	Staff: Project Manager - Nonviolence International			3,682.17	263,550.00	0.0197	5,198.22	-1,516.05	36,344.67
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9/30/2018	34220	602017		8	Curriculum Development (12 persons X 3 meetings)			70.43	19,340.00	0.0197	381.46	-311.03	24,512.29
9/30/2018	34220	602017		9	Experts' Group Meeting (6-8 local and international experts and 2-4 staff X 3 meetings)			1,080.00	74,205.00	0.0197	1,463.61	-383.61	23,048.68
9/30/2018	34210	602017		10	International Experts Airfares			3,200.00	87,080.00	0.0197	1,717.55	1,482.45	21,331.13
9/30/2018	34220	602017		11	Module Presentation and Validation (10 persons X 1 day)			300.00	84,061.00	0.0197	1,658.01	-1,358.01	19,673.12
9/30/2018	34220	602017		12	Module Trainings (15 participants and 5 for staff/secretariat, experts, resource persons X 3 module)			6,000.00	13,070.00	0.0197	257.79	5,742.21	19,415.33
9/30/2018	34220	602017		13	Field visits (15 participants and 5 for staff/secretariat, experts, resource persons X 3 field visits)			540.00	88,819.97	0.0197	1,751.87	-1,211.87	17,663.46
9/30/2018	34220	602017		14	Commencement activity			-		0.0197	-	-	17,663.46
9/30/2018	34250	602017		15	Preparatory Meetings (10 persons X 3 days X 3 meetings)			2,723.51		0.0197	-	2,723.51	17,663.46
9/30/2018	34250	602017		16	Curriculum Development (10 persons X 3 days X 3 meetings)			2,743.43	14,000.00	0.0197	276.13	2,467.30	17,387.33
9/30/2018	34250	602017		17	Experts' Group Meeting (6-8 local and international experts and 2-4 staff X 3 days X 3 meetings)			3,600.00	64,000.00	0.0197	1,262.33	2,337.67	16,125.00
9/30/2018	34250	602017		18	Module Presentation and Validation			400.00	21,000.00	0.0197	414.20	-14.20	15,710.80
9/30/2018	34250	602017		19	Module Trainings			7,200.00	265,500.00	0.0197	5,236.69	1,963.31	10,474.11
9/30/2018	34250	602017		20	Field visits			1,800.00		0.0197	-	1,800.00	10,474.11
9/30/2018	34250	602017		21	Commencement activity			-		0.0197	-	-	10,474.11
9/30/2018	34230	602017		22	Preparatory Meetings			-		0.0197	-	-	10,474.11
9/30/2018	34230	602017		23	Curriculum Development			-		0.0197	-	-	10,474.11
9/30/2018	34230	602017		24	Experts' Group Meeting			-		0.0197	-	-	10,474.11
9/30/2018	34230	602017		25	Module Presentation and Validation			-		0.0197	-	-	10,474.11
9/30/2018	34230	602017		26	Module Trainings			2,905.58	770,400.00	0.0197	15,195.27	-12,289.69	-4,711.16
9/30/2018	34230	602017		27	Field visits			4,200.00		0.0197	-	4,200.00	-4,711.16
9/30/2018	34230	602017		28	Commencement activity			-		0.0197	-	-	-4,711.16
9/30/2018	32120	602017		29	Projectors, laptops, and cameras (in kind)			-		0.0197	-	-	-4,711.16
9/30/2018	33300	602017		30	Printers (in kind)			-		0.0197	-	-	-4,711.16
9/30/2018	32150	602017		31	Preparatory Meetings			-752.44		0.0197	-	-752.44	-4,711.16
9/30/2018	32150	602017		32	Curriculum Development			136.39		0.0197	-	136.39	-4,711.16
9/30/2018	32150	602017		33	Experts' Group Meeting			300.00	3,550.00	0.0197	70.02	229.98	-4,791.18
9/30/2018	32150	602017		34	Module Presentation and Validation			100.00		0.0197	-	100.00	-4,791.18
9/30/2018	32150	602017		35	Module Trainings			-115.74	422,864.70	0.0197	8,340.53	-8,456.27	-13,131.71
9/30/2018	32150	602017		36	Field visits			1,800.00	29,164.00	0.0197	575.23	1,224.77	-13,706.94
9/30/2018	32150	602017		37	Commencement activity certificates			600.00	8,728.75	0.0197	172.16	427.84	-13,879.10
9/30/2018	32150	602017		38	Training materials and copying			1,606.54	190,053.50	0.0197	3,748.59	-2,142.05	-17,527.69
9/30/2018	32150	602017		39	OSETC Communications and internet (in kind)			-		0.0197	-	-	-17,527.69
9/30/2018	34980	602017		41	Indirect support costs			3,976.63	201,615.14	0.0197	3,976.63	0.00	-21,604.32
								61,542.26	3,201,564.06		63,147.21	-1,604.95	

Signature:

Head of ATT Secretariat's Signature:

Date:

31 AUG 2018

Date:

09 Oct. 2018

General Details		Total budget	Actual spend (Total)	Balance of budget available	Balance of funds received	% of over- or under-spend
Ref.	Description	USD		USD	USD	
	Personnel costs					
	Staff					
1	Staff: Project Manager - Nonviolence International	7'875.00	9'391.05	-1'516.05	70'606.43	-19.3%
2	Staff: Project Coordinator - Nonviolence International	7'040.00	7'166.86	-126.86	63'439.57	-1.8%
3	Staff: Technical Writer - Nonviolence International	2'860.00	2'700.00	160.00	60'739.57	5.6%
	Consultants					
4	Consultants: International and Regional Experts	2'400.00	374.75	2'025.25	60'364.82	84.4%
5	Consultants: National Experts	4'200.00	3'570.02	629.98	56'794.80	15.0%
6	Consultants: Documenter	2'000.00	2'126.70	-126.70	54'668.10	-6.3%
	Travel costs					
	Transportation					
7	Preparatory Meetings (12 persons X 3 meetings)	1'080.00	1'646.83	-566.83	53'021.27	-52.5%
8	Curriculum Development (12 persons X 3 meetings)	1'080.00	1'391.03	-311.03	51'630.24	-28.8%
9	Experts' Group Meeting (6-8 local and international experts and 2-4 staff X 3 meetings)	1'080.00	1'463.61	-383.61	50'166.63	-35.5%
10	International Experts Airfares	3'200.00	1'717.55	1'482.45	48'449.08	46.3%
11	Module Presentation and Validation (10 persons X 1 day)	300.00	1'658.01	-1'358.01	46'791.07	-452.7%
12	Module Trainings (15 participants and 5 for staff/secretariat, experts, resource persons X 3 module trainings)	6'000.00	257.79	5'742.21	46'533.28	95.7%
13	Field visits (15 participants and 5 for staff/secretariat, experts, resource persons X 3 field visits)	540.00	1'751.87	-1'211.87	44'781.41	-224.4%
14	Commencement activity	0.00	0.00	0.00	44'781.41	
	DSA					
15	Preparatory Meetings (10 persons X 3 days X 3 meetings)	3'600.00	876.49	2'723.51	43'904.92	75.7%
16	Curriculum Development (10 persons X 3 days X 3 meetings)	3'600.00	1'132.70	2'467.30	42'772.22	68.5%
17	Experts' Group Meeting (6-8 local and international experts and 2-4 staff X 3 days X 3 meetings)	3'600.00	1'262.33	2'337.67	41'509.89	64.9%
18	Module Presentation and Validation	400.00	414.20	-14.20	41'095.69	-3.6%
19	Module Trainings	7'200.00	5'236.69	1'963.31	35'859.00	27.3%
20	Field visits	1'800.00	0.00	1'800.00	35'859.00	100.0%
21	Commencement activity	0.00	0.00	0.00	35'859.00	
	Accommodations					
22	Preparatory Meetings	0.00	0.00	0.00	35'859.00	
23	Curriculum Development	0.00	0.00	0.00	35'859.00	
24	Experts' Group Meeting	0.00	0.00	0.00	35'859.00	
25	Module Presentation and Validation	0.00	0.00	0.00	35'859.00	
26	Module Trainings	16'800.00	29'089.69	-12'289.69	6'769.31	-73.2%
27	Field visits	4'200.00	0.00	4'200.00	6'769.31	100.0%
28	Commencement activity	0.00	0.00	0.00	6'769.31	
	Equipment costs					
29	Projectors, laptops, and cameras (in kind)	0.00	0.00	0.00	6'769.31	
30	Printers (in kind)	0.00	0.00	0.00	6'769.31	

Operating costs**Meetings and venue hire**

31	Preparatory Meetings	300.00	1'052.44	-752.44	5'716.87	-250.8%
32	Curriculum Development	300.00	163.61	136.39	5'553.26	45.5%
33	Experts' Group Meeting	300.00	70.02	229.98	5'483.24	76.7%
34	Module Presentation and Validation	100.00	0.00	100.00	5'483.24	100.0%
35	Module Trainings	7'200.00	15'656.27	-8'456.27	-10'173.03	-117.4%
36	Field visits	1'800.00	575.23	1'224.77	-10'748.26	68.0%
37	Commencement activity certificates	600.00	172.16	427.84	-10'920.42	71.3%
38	Training materials and copying	2'000.00	4'142.05	-2'142.05	-15'062.47	-107.1%
39	OSETC Communications and internet (in kind)	0.00	0.00	0.00	-15'062.47	

TOTAL (ESTIMATED) DIRECT COSTS**93'455.00****-1'604.95****TOTAL (ACTUAL) DIRECT COSTS****95'059.95****Indirect support costs**

15	Indirect support costs	6'541.85				
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TOTAL INDIRECT SUPPORT COSTS (based on estimated Direct Costs)**6'541.85****TOTAL INDIRECT SUPPORT COSTS****(reduced to bring Total Budget within approved amount)****4'936.90****TOTAL BUDGET (GRANT AGREEMENT)****99'996.85****TOTAL BUDGET (Maximum authorized by VTF Selection Committee)****99'996.85****Total Adjustment (over-spend)****-1'604.95****Amount of 1st installment****39'998.74****Amount of 2nd installment****39'998.74**

Amount of 3rd installment

19'999.37

Balance owing**-19'999.37**