



From
the People of Japan

Terms and Conditions

Grant Assistance for Grassroots Human Security Projects (GGP)
Embassy of Japan in Armenia



Embassy of Japan
in Armenia

In order to implement a project, the Embassy of Japan will require all applicants (hereinafter referred to as "Recipient") to agree on adhering any relevant Armenian laws and regulations as well as GGP terms and conditions. **You will be deemed to have acknowledged them upon the submission of Concept Note.**

1. General Condition

- The Recipient shall assume full responsibility for the project, including contingencies during implementation and overall maintenance and management after completion of the project.
- The Recipient shall timely consult with the Embassy of Japan for any issues, concerns or changes of design/activity/budget allocation that may arise during the implementation, before taking any actions.
- The Recipient shall be responsible for operation and maintenance of equipment or facilities to be sponsored by the project and shall not sell-out or hand-over to a third party or dispose without a consent of the Embassy.
- If the Recipient breaches its obligations under agreements with the Embassy, the Embassy shall be entitled to terminate the approved project and claim a refund of a portion or whole of the grant.

2. Disbursement and Payment

- Pursuant to the agreement with the Government of the Republic of Armenia, GGP is subject to exemptions from custom duties, internal taxes, value-added taxes (VAT) and other fiscal levies, thereby, prices of any products/services to be covered by GGP must not include taxes.
- The Recipient shall open a new bank account in both AMD and USD on the name of Recipient that are intended specifically for the GGP project.
- The Recipient shall be responsible for any bank-related cost which could possibly be charged throughout the course of project including account opening/closing fee and commission fees for transactions.
- The Recipient shall be responsible for compensating any exchange losses incurred by conversion of the grant.
- The Recipient shall bear any extra-budgetary costs which could arise during the project implementation and complete the project accordingly.
- The Recipient shall return any remaining balance and/or exchange gains of GGP grant to the Embassy of Japan upon completion of the project with a prior approval from the Embassy.

3. Report

- The Recipient shall submit following documents to the Embassy of Japan without delay:
 - 1- Monthly Report (by the end of every month until the completion of the project)
 - 2- Interim Report (at the middle of the project)
 - 3- Completion Report (upon completion of the project)

4. Site Visit

- The Recipient shall accept/arrange site visits by Embassy staff for the following purposes:
 - 1- Interim Visit (at the middle of the project)
 - 2- Completion Visit (upon completion of the project)
 - 3- Follow-up Visit (every two years after the completion of the project)

5. Audit

- The Recipient shall go through an external audit exclusive to the project upon its completion and submit the audit report to the Embassy of Japan.