



## DISTRICT SUPPORT PARTNER AGREEMENT

DISTRICT SUPPORT PARTNER AGREEMENT NUMBER: PJN/RAPID/SWF-01-23

IN SUPPORT OF, Program Title: Bridging the Barriers - Inclusion of Transgender Community in Flood Relief and Response that PJN is implementing in 33 floods affected districts in collaboration with National Commission for Human Rights (NCHR) support by the Concern Worldwide and USAID Bureau of Humanitarian Response (BHA).

To protect and ensure access to the transgender community in flood response, the PJN is engaging District Support Partner (DSP) for the establishment of "National Transgender Safety Net for Inclusive Flood Relief and Humanitarian Response".

District(s): Swabi

### Key Results:

- Transgender community is facilitated under humanitarian response by organizations and government programs working in the district on floods response
- Transgender fellow included in district disaster response committee
- Capacity building of 20-25 government and civil society organizations involved in humanitarian response on transgender-inclusive humanitarian response and safeguarding
- Awareness raising of transgender community persons through awareness clinics, events, and dissemination of awareness material

### Key Outcomes:

- Outcome 2: Improved access of Transgender Community to flood Relief and rehabilitation Services
- Outcome 3: Increased Awareness and Empowering Transgender Community to better protect and engage in flood relief and rehabilitation efforts

This Partnership Agreement (hereinafter referred to as "Agreement") is made between the Peace & Justice Network (hereinafter referred to as "PJN") and Sahara Welfare Foundation (hereinafter referred to as "DSP")

**WHEREAS** PJN is engaging DSP for program activities ensuring transgender community inclusion in flood response mentioned in Annex A and Annex B on the terms and conditions as herein set forth.

**NOW, THEREFORE**, the PJN and DSP agree as follows:



## 1. Agreement Documents

- 1.1 The following documents attached hereto shall be deemed to form an integral part of this Agreement in the following order of precedence:
- i. This agreement
  - ii. Annex A: Program Document
  - iii. Annex B: Financials (Milestone-wise Payments)
  - iv. Vendor General Terms and Conditions
- 1.2 This Agreement and the Annexes attached hereto shall form the entire Agreement between the PJN and DSP, superseding the contents of any other negotiations and/or agreements, whether oral or in writing, pertaining to the subject of this Agreement.

## 2. Purpose of the Agreement

- 2.1 The purpose of this Agreement is expressly set forth in Annex A.
- 2.2 DSP is responsible for the submission of means of verification as given in Annex B.

## 3. Duration of this Agreement

- 3.1 This Agreement is effective as of February 01<sup>st</sup>, 2023 or the date of the last signature below, whichever is the later.
- 3.2 The agreement will be for the period of 3 months ending April 30<sup>th</sup>, 2023.

## 4. Role of the DSP

- 4.1 The DSP shall:
- a. Have full responsibility for ensuring that the Activity is implemented in accordance with the Agreement
  - b. Be responsible, in the event of financial review, audit or evaluation for providing the necessary accounting documents
  - c. Be responsible for providing all documents and information to PJN which may be required under the relevant payment requests

## 5. Agreement Amount and Payments

- 5.1 The Total Agreement amount per district is **Rs.354,500** (Three Hundred Fifty-Four Thousand and Five Hundred only) as detail given in Annex B. Total agreement amount **354,500**
- 5.2 Payments to the DSP shall be made after the approval of MoVs submitted against the milestones on 5<sup>th</sup> of each month.

## 6. Reporting and Evaluation

- 6.1 The DSP shall submit to the following milestone reports during the life of this Agreement in the formats provided in Annex D, and in line with above Payment Schedule, (as per clause 5.2):
- (a) To PJN, monthly milestone report along with MoVs and Invoice with financial report; and
- 6.2 Within 10 (ten) calendar days of the end date specified in clause 3.2 above, the DSP shall submit the following reports in the formats provided in Annex D:
- (a) To PJN, the DSP will submit Project Completion Report.



6.3 Failure to submit the reports specified in clause 5.2 without due cause shall constitute a failure to fulfil a substantial obligation of this Agreement.

The DSP shall be deemed discharged from its obligation under this Agreement only upon the receipt and acceptance of the reports referred to in clause 5.2.

#### 7. Special Conditions

DSP shall Undertakes certification of the information / data submitted to PJN. The DSP is responsible to generate, slot and produce the means of verification to authenticate the information / data submitted to PJN on agreed intervals.

#### 8. Correspondence

8.1 All further correspondence regarding the implementation of this Agreement should be addressed to:

##### For PJN:

Syed Raza Ali  
Chief Executive Officer  
Peace & Justice Network

H # 63B, Street 36, Sector E  
11/3, Islamabad

Email: [raza.a@pjn.org.pk](mailto:raza.a@pjn.org.pk)

Landline: +92-51-2318016

Cell: +92 301 8559845

##### For DSP:

MrBakht Muhammad  
Chairman  
Sahara Welfare Foundation

Opposite Hotel Grand, Near ECS Street, BRT Station # 19,  
TehkalBala, Main University Road Peshawar, Khyber Pakhtunkhwa,  
Pakistan

Email [sahara.malakand@gmail.com](mailto:sahara.malakand@gmail.com)

Landline+92-91-5700388

Cell: +92300-9301314

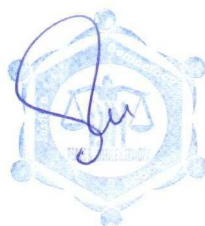
##### Bank Account Details:

{1} Title of Account: Sahara Welfare Foundation

{2} Account # IBAN : PK56 BAML 2020-981-0015 5501

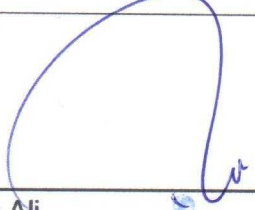
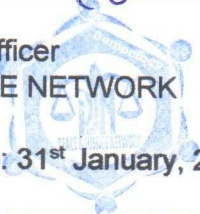

{3} Bank Name: Bank Al Habib LTD Dargai, District Malakand KP

{4} Current Account



8.2 Any notice given by PJN or DSP shall be sufficient only if in writing and delivered in person, mailed or delivered electronically to the respective addresses specified in article 8.1 above.

**IN WITNESS WHEREOF**, the undersigned, duly appointed representatives of PJN and DSP, have on behalf of PJN and the DSP, respectively, signed the present Agreement on the dates indicated below their respective signatures.

<b>FOR PJN:</b>  _____ Syed Raza Ali Chief Executive Officer PEACE & JUSTICE NETWORK Date (mandatory): 31 <sup>st</sup> January, 2023 	<b>FOR DSP:</b>  _____ Mr Bakht Muhammad Chairman Sahara Welfare Foundation Date (mandatory): 31 <sup>st</sup> January, 2023 
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## Annex A: Program Document

### Project Title: Bridging the Barriers - Inclusion of Transgender Community in Flood Relief and Rehabilitation Response

The Transgender community in Pakistan is an already marginalized group and has been further marginalized by the devastating 2022 flooding that has affected over 33 million people and left millions deprived of basic needs. The field rapid assessment's preliminary analysis and the information presented by the community all point to the fact that transgender community has been missing from all levels the discourse around the flood relief efforts.

To address, Peace & Justice Network Pakistan (PJN) has started a national flood emergency advocacy, capacity development and awareness program for transgender inclusion aims to build a robust coordination and protection mechanism in order to make the flood relief and response efforts more responsive to the needs of Transgender community at national, provincial and in 33 targeted districts that PJN in doing in collaboration with National Commission for Human Rights (NCHR) supported by Concern Worldwide/USAID-Bureau for Humanitarian Assistance (BHA).

The project aims to contribute towards the inclusion of Transgender community in flood relief and response, with greater recognition and protection of the rights of Transgender community.

The program have following three key objectives:

- **Outcome 1: National Integrated Response and Coordination Mechanism establish to ensure inclusion of Transgender in Flood Relief and rehabilitation activities**
- **Outcome 2: Improved access of Transgender Community to flood Relief and rehabilitation Services**
- **Outcome 3: Increased Awareness and Empowering Transgender Community to better protect and engage in flood relief and rehabilitation efforts**

**Roles & Responsibilities District Support Partner:**

For the establishment of "**National Transgender Safety Net for Inclusive Flood Relief and Humanitarian Response**", the key responsibility of the District Support Partner will be to play an effective role in the establishment of Transgender Safety Net for Inclusive Flood Relief and Humanitarian Response in their respective districts. Specific responsibilities include:

- Build coordination with the district government departments and humanitarian organizations working in flood relief and rehabilitation response and ensure that they have included the transgender community.
- Host Transgender Fellow for 3 months in their respective offices as District Coordinator that PJN will train and develop.
- Facilitate PJN is executing the following District level activities:
  1. Conducting Coordination Meetings with District Disaster Management Committee, District Administration, and Humanitarian Organizations
  2. Facilitating Training for the Capacity building of local relief organizations (including Trans focused organizations) and relevant government departments in the District on including Flood Disaster Relief and Response and Transgender Safeguarding during flood relief and response work
  3. Organizing Transgender community leaders and state district dialogues to ensure inclusion
  4. Development of Awareness Material for the Transgender Community on Protection and Relief Services for both in-person and social media campaigns
  5. Organize community awareness clinics in targeted district

**KEY DISTRICT RESULTS:**

- Transgender community is facilitated under humanitarian response by organizations and government programs working in the district on floods response (Share list) (events and one to one meetings)
- Transgender fellow included in district disaster response committee (Share notification)
- Capacity building of 20-25 government and civil society organizations involved in humanitarian response on transgender-inclusive humanitarian response and safeguarding (organize in collaboration with DC office and involve members of the District Disaster Management Committee)
- Awareness raising of transgender community persons through awareness clinics, events, and dissemination of awareness material

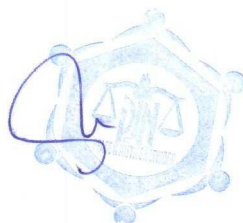


## Annex B: FINANCIALS (MILESTONE WISE PAYMENT)

Key Outcomes Achieved:

- Outcome 2: Improved access of Transgender Community to Relief Services
- Outcome 3: Improving Awareness and Empowering Transgender Community to better protect and engage in relief efforts

Sr. #	Activity Detail	Units	Unit Rate PKR	Units	Total PKR	MOVs
1	District Transgender Fellow	Stipend Monthly	30,000	3	90,000	CV and Monthly Report
2	Trans Fellow Communication Allowance	Monthly	2,000	3	6,000	Monthly sign sheet
3	District Program Standees (1 Program and 1 Clinic Rollup 2.5 by 6) – Design will be share by PJN	Standees	5000	2	10,000	Standee Pictures
4	<b>District Directory:</b> Development and printing of Awareness Material for Transgender Community on Protection and Relief Services for both in person and social media campaign (will be shared by PJN)  List of Services and Humanitarian Organizations including protection centers and provincial and national key government helplines/departments for transgender community.	Material Printing (One-page brochure two sides)  500 print	20,000	1	20,000	Brochure copy, Invoice and Distribution Pictures
5	Transgender community leaders and state district dialogues to ensure inclusion	District Dialogues  20-25 participants	33,000	1	33,000	Report, Attendance and Pictures
6	Coordination with district administration and other stakeholders for inclusion of Transgender community in District Disaster Management Committee and inclusive disaster response  (8 meetings per month per district by Transgender District Fellow/Partner for inclusion of Transgender Community in Floods response)	District Coordination Meetings  (24 Meetings with multiple stakeholders for ensuring transgender community inclusion)	2,000	24	48,000	24 Meeting Minutes and Pictures



5	Capacity building of 20-25 government and humanitarians organizations on inclusive floods response including DRR and Transgender Safeguarding during flood relief and response work	1 Day Training (20-25 participants)	80,000	1	80,000	Report, Attendance and Pictures
6	Organize community awareness clinics in the district (3 in each district) Awareness Clinics on Protection Services, Humanitarian Response, WASH, Rights Awareness, and Flood/Disaster Response	(20-25 transgender per clinic)	12,500	3	37,500	Report, Attendance and Pictures
7	Coordination Support Cost (Covered under activities)		10,000	3	30,000	
					<b>Total PKR</b>	<b>354,500</b>

