



Funding Agreement

Between

(hereafter referred to as "the Agency")

And

Volunteer Bénévoles Yukon

The Non-Governmental Organization Training Fund
(hereafter referred to as "NGOtf ")

Name of the project to be funded: _____

(1) Funding

- a. Funds must be used for the purposes described in the application submitted.
- b. When funding is approved, 90% of funds will be forwarded to the Agency.
- c. The remaining 10% will be paid upon receipt of the Agency's Final Report.

(2) Requirements

- a. The Agency is required to submit an **Activity and Financial Report** that will be provided by VBY. Any unused funds must be returned to NGOtf (e.g., travel cost for out-of-town Board members who do not show). Receipts are not required unless requested by NGOtf. Reports should include—in the Appendix—**VBY Participant Exit Survey** filled out by participants.
- b. Final Report is due no later than one month after the project is done. It should be submitted to the NGOtf Fund Administrator, through Volunteer Bénévoles Yukon. An Interim report is not requested unless requested by NGOtf.
- c. Funded non-profit organizations, pursuant to this agreement, assume responsibility to pay for training services in accord with all laws of general application for payroll, contracting and related liabilities.



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(3) Termination of this Agreement

- a. Where, in the opinion of the NGOtf, the Agency fails to comply with the terms and conditions of this Agreement, NGOtf shall give four weeks written notice to the Agency to remedy the non-compliance. In the event the compliance is not achieved, NGOtf may terminate the Agreement upon a further one week written notice of termination to the Agency.
- b. On the date of termination of this Agreement, NGOtf will be under no further obligation to the Agency except to pay the Agency such amount as the Agency may be entitled to receive for services provided and expenses incurred up to the date of termination.
- c. This Agreement may be terminated without cause by giving the other party sixty days notice in writing.
- d. If this Agreement is terminated, the Agency shall forthwith return to NGOtf the unexpended portion of the financial contribution provided through this agreement, except as otherwise authorized by NGOtf.
- e. Expenses incurred before the agreement will not be reimbursed by NGOtf.

(4) Funding Agreement

This Agreement is valid until: _____

Total amount of funding approved by NGOtf: _____

This Agreement shall take effect on the date signed by NGOtf and remain in effect until:



Non-Governmental Organization Training Fund



(5) Signatures (NGOtf needs two signature from the Agency)

a) Agency

X _____
Agency Authorized Officer

Date

Title and name

X _____
Agency Authorized Officer

Date

Title and name

b) NGOtf Administrator

X **Bruno Bourdache**
Volunteer Yukon Executive Director

July 28th, 2022
Date

Signature

X _____
Volunteer Yukon Board member

Date

Title and name

Signature