



World Economic Forum  
Attn. (10)(2e)  
Director, Tropical Forest Alliance 2020  
91-93 Route de la Capite  
CH-1223 Cologny/Geneva  
Switzerland

**INCLUSIVE GREEN GROWTH  
DEPARTMENT**  
Cluster Climate

Postbus 20061  
2500 EB Den Haag  
Nederland  
<http://www.government.nl>

**Contactpersoon**  
(10)(2e)

T 070-348 0)(2e)  
(10)(2e) @minbuza.nl

**Onze referentie**  
IGG-2017.99580  
BZ-2015.69799

Datum 24 februari 2017  
Ref. Grant to the Tropical Forest Alliance 2020, phase 1  
Activity 28721

Dear (10)(2e)

Thank you for your grant application, for the Tropical Forest Alliance 2020 (phase 1), which I received on 21 December 2016. Your application has been saved in my records under number 28721. My decision on your application is set out in this letter.

## 1. Decision

I have decided to award you a grant of up to CHF 1,070,000.00 for phase 1. This amount also covers any taxes you may have to pay, including value-added tax (VAT).

The grant is based on section 2 of the Foreign Affairs (Grants) Framework Act, the Ministry of Foreign Affairs Grants Decree, and article 5.1 of the 2006 Ministry of Foreign Affairs Grant Regulations and is awarded subject to the condition that sufficient funds are made available by the budget legislator.

The grant is intended for the activities described in the grant application, activity plan and budget.

Implementation of the activities for which the grant is intended starts on 1 January 2017 and must be completed by 30 June 2018.

## 2. Grounds for the decision

I am awarding you a grant in accordance with the grant application referred to in the first sentence of this letter.

### 3. Grant conditions

You must fulfil all the obligations laid down in this decision and in the legislation on which the grant is based. You are responsible for compliance and will bear the consequences of non-compliance.

**Datum**  
24 February 2017  
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IGG-2017.99580

#### Legislation

The following legislation is in any case applicable to the grant award:

- section 2 of the Foreign Affairs (Grants) Framework Act;
- the Ministry of Foreign Affairs Grants Decree;
- article 5.1 of the Ministry of Foreign Affairs Grant Regulations 2006;
- the General Administrative Law Act, in particular title 4.2 (Grants).

You may consult the legislation via [wetten.overheid.nl](http://wetten.overheid.nl).

#### Notification requirement

You must give immediate notification if circumstances arise that may have a bearing on the grant award.

You must in any case give immediate notification in writing if you consider it plausible that the activities for which the grant was awarded will not be performed in full, at all, or on time, or if you will not be able to meet the obligations attached to the grant. The notification requirement in any case applies if you expect that at least 25% of the next instalment, according to the payment schedule in section 5, will not be spent in the period to which the payment applies, taking account of any funds remaining from previous instalments.

Second, you are required to give immediate notification in writing if you suspect or have discovered irregularities (including fraud or a violation of the contract award procedure) relating to the implementation of the activities for which the grant has been awarded. Your notification should also state the sum involved and the measures taken.

You should send your written notification, including explanatory notes and relevant documentation, to the contact person named in section 8. The notification may lead to a revision of the grant decision, including changes to the prepayment schedule and/or amounts for the remainder of the grant period.

Please consult your contact person (see section 8) if you are uncertain whether or not something needs to be notified.

#### Accountability

You are required to submit a number of plans and reports for the duration of the activity to ensure that I can monitor the progress of the activities supported. The following table indicates the type of plans and reports required, when they must be submitted and for what period. They are described in more detail below.

The plans and reports that you are required to submit for monitoring purposes (see table 1) must be submitted in PDF format to [IGG-REPORTS@minbuza.nl](mailto:IGG-REPORTS@minbuza.nl), with a cc to the contact person named in section 8.

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Type of report	Period covered	Deadline
Annual narrative	Sept 2016 - Sept 2017	30 September 2017
Financial report	Jan 2017 – Sept 2017	30 September 2017
Forecast allocation of funds	Oct 2017 – June 2018	30 September 2018
	Oct 2017 – Jun 2018	30 September 2017
Final narrative	Entire support period	30 September 2018
Audited Financial report	Entire grant period	30 September 2018

#### Initial budget and liquidity forecast

For the first period from 1 January 2017 to 15 September 2017, the plan, budget and liquidity forecast submitted with your application will form the basis for the activities to be implemented by you.

#### Annual progress report and annual plan for the next period

The report shall include:

- a brief account of any deviations between the application and the implementation, and of any consequences these deviations will have for achieving the planned results;
- a brief account of handling of identified risks, and on the Secretariat's impact on environment, climate and gender equality;

- the preliminary results achieved in relation to the goal hierarchy as set out in the Application;
- status of implementation plan including outputs and outcomes achieved and plans for the next reporting period.

**Datum**  
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#### Annual financial progress report and budget for the next period

The concise financial report shall consist of the Secretariat's certified accounts with corresponding notes on the various items, using the same structure and items as in the budget, and shall include:

- the latest approved overall budget
- total expenses charged/capitalised
- the approved budget for the period in question
- expenses charged/capitalised in the period in question
- income from all sources, including interest accrued
- any deviations between the approved budget for the period in question and the expenses charged/capitalised during the budget plans for the next period (if applicable);
- estimated financial needs up to the next reporting deadline (if applicable).

#### Auditor's report

The auditor's report on the account of the Secretariat shall be carried out in accordance with ISA 800 or 805 by a chartered /certified or stat-authorized public accountant. The costs of the audit shall be covered by the contribution as part of the overhead charge. If the auditor submits a management letter (matters for governance attention) this shall be attached to the auditor's report.

#### Final narrative report

The Final report shall include:

- a brief description of the cooperation with, and division of roles between, cooperation partners in the Secretariat;
- a brief description of the project and the main lessons learned from its implementation;
- a presentation and assessment of outcomes, compared with the goal hierarchy and the implementation plan of the application, as well as an estimation of the activities' probable effect on society (impact) to the extent possible (these will take account of the results of an independent evaluation scheduled for winter 2017/2018);
- the implementation plan including outputs;





Ministry of Foreign Affairs

World Economic Forum USA Inc.

Attn: (10)(2e)

Head of Food Security and Agriculture Initiatives

3 East 54<sup>th</sup> Street, 18<sup>th</sup> Floor

New York, NY 10022, USA

**Inclusive Green Growth  
Department**

Team Food & Nutrition Security

P.O. Box 20061  
2500 EB The Hague  
The Netherlands  
<http://www.government.nl>

**Contact**

(10)(2e)

T +31703480(2e)

(10)(2e)@minbuza.nl

Date 2 oktober 2017

Re Addendum of the grant decision "NVA Transformation Leaders'  
Network (NVA)"; application no. 28714

**Our reference**

MINBUZA-2017.1084286

Dear (10)(2e)

With reference to your letter of 28 June 2017, I hereby confirm receipt of your request for a no-cost extension until 31 January 2018.

I am pleased to inform you that your request has been approved.

Enclosed you will find the revised decision to formalize this issue.

Your sincerely,

The Minister for Foreign Trade and Development Cooperation  
For the Minister,

(10)(2e)

(10)(2e) Cluster Food & Nutrition Security  
Inclusive Green Growth Department

- a statement of the risks identified prior to and during implementation of the activities and how these have been handled;
- a brief assessment of the sustainability of the results, and a prognosis of a possible continuation of the Secretariat function;
- a brief account of the activities' impact on the environment, climate and gender equality
- results and recommendations from the independent evaluation.

**Datum**  
24 February 2017  
**Onze referentie**  
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#### Final financial report

A final financial report should contain the information needed to determine the definitive amount of the grant. The report must contain an aggregate overview of all estimated and actual revenue (including the grant, the grant recipient's own contribution, funds provided by third parties and interest accrued) and expenditure, where relevant to the subsidised activities, and an overview of the prepayments provided by the Minister. The report must cover the entire grant period and be laid out in the same way as the budget. An explanation must be provided for all budget items that differ substantially from the budgeted revenue and expenditure.

#### Record-keeping requirements

You are required to keep records of the following: the rights and obligations relevant for determining the grant amount, and the revenues and expenditures. The records and accompanying documentation must be retained for seven years after the definitive grant amount has been determined.

#### **4. Failure to comply with the grant conditions**

Failure to comply with the conditions attached to the grant, such as the reporting obligations given in table 1 of section 3, or failure to fully implement any of the activities may lead me to demand repayment of the grant in whole or in part.

In such a case, my obligation to make prepayments will be suspended. You will therefore not be entitled to compensation of statutory interest if the payment date is exceeded.

I would also note that the ministry maintains a misuse register with a view to countering misuse of grant funding.

In case of misuse, you may be charged an administrative fine or excluded from applying for future grants.

## 5. Payment schedule

**Datum**  
24 February 2017

**Onze referentie**  
IGG-2017:99580

The total grant of CHF 1,070,000.00 will be paid in two instalments in the year 2017.

Time limit	Payment date	Amount
01-01-2017 until 15-09-2017	March 2017	CHF 535,000.00
16-09-2017 until 30-06-2018	October 2017	CHF 535,000.00

Failure to comply with the conditions attached to the grant, such as the reporting obligations given in table 1 of section 3, or failure to fully implement any of the activities may lead to prepayments being suspended. You will therefore not be entitled to compensation of statutory interest if the payment date is exceeded.

All instalments will be paid by bank transfer to your account:

IBAN: (10)(2g)

Reference: project 43130 Tropical Forest Alliance 2020

You must ensure that the grant is visible in your accounts in a way that clearly shows expenditures made and revenues generated using the awarded project funds.

## 6. The definitive grant amount

Unless you receive information to the contrary, I will determine the definitive grant amount within 13 weeks of receiving the necessary reporting information. The definitive grant amount will be established in a separate decision, on which basis accounts will be settled with you. You must repay any grant funds in excess of the definitive grant amount unconditionally and without delay by bank transfer to account number (10)(2e), ING Bank, Swift/BIC: INGBNL2A; in the name of Ministry of Foreign Affairs in The Hague, with reference: 28721.

## 7. Other obligations

a. Any agreements with third parties regarding the implementation of the subsidised activities must be laid down in writing. Your organisation's policy regarding the pre-financing of implementing organisations must be applied.

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b. Any interest accrued on the grant must be used to finance the implementation of the activities described in your activity plan and must be included in the financial statement. No funds or interest on funds may be used for capital formation or an equalisation reserve.

c. I am entitled to make use, free of charge, for the purpose of the efforts of the Netherlands to halt deforestation, of all documents and other products produced in connection with this grant to which you may have intellectual property rights. Where appropriate, I will ask you to issue me with the necessary licences free of charge. You must incorporate a clause to this end in any legal arrangement with third parties.

d. If I am of the opinion that the specific way in which the activity plan is implemented or changes in circumstances have led to a situation in which the financing of an activity is incompatible with the Dutch government's foreign policy, I will hold consultations with you. On the basis of such consultations, I may give further written instructions.

e. In implementing the activity plan, you must take account of the fact that the Dutch government may be held responsible under international law for its implementation.

f. With this in mind, you must refrain from supporting activities whose aim is to undermine the political autonomy of a state or to bring down a lawful government by unlawful means. Whether the one or the other is lawful or unlawful will be determined not only by the views of the government of the country in question, but also in accordance with international standards (including international law).

g. I may investigate or instruct others to investigate the activities carried out pursuant to this decision, including your reports and financial accounts and your compliance with the obligations attached to the grant. In that case you must render every assistance to the official or officials appointed by me to carry out such an investigation and allow them access to the documents relating to the grant. I will bear the costs of any such investigation.

h. You may not offer to or accept from third parties anything of any kind whatsoever, if this could be interpreted as an illegal or corrupt practice. Such practices may provide grounds for the withdrawal of this decision or part thereof.

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#### 8. Details of contact person

If you have any questions about this decision, contact (10)(2e),  
(10)(2e) –Climate Team,  
email: (10)(2e)@minbuza.nl.

Grant recipient's contact details:

- Name: (10)(2e) Tropical Forest Alliance 2020
- Postal address: 91-93 Route de la Capite  
CH-1223 Cologny/Geneva  
Switzerland
- Email: (10)(2e)@weforum.org

I wish you every success in implementing the activity.

Yours sincerely,

The Minister for Foreign Trade and Development Cooperation

For the Minister,

(10)(2e)

(10)(2e) Climate Team

Inclusive Green Growth Department

Within six weeks of the date of the decision, a written objection may be lodged with the Minister for Foreign Trade and Development Cooperation, Inclusive Green Growth Department, cluster Climate, Postbus 20061, 2500 EB Den Haag. Pursuant to section 6:5 of the General Administrative Law Act the notice of objection must be signed and dated and contain at least the name and address of the person submitting it, a description of the decision against which the objection is being lodged and the grounds on which it rests. If possible, a copy of the contested decision should be enclosed.



Ministry of Foreign Affairs

World Economic Forum  
Attn. (10)(2e)  
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Switzerland

Economic Advisory and  
Policy Development  
Department (EAB)

P.O. Box 20061  
2500 EB The Hague  
The Netherlands  
<http://www.government.nl>

Contact

(10)(2e)

T 070-348 (10)(2e)

F 070-348 5956

(10)(2e)@minbuza.nl

Date 12 December 2016  
Re Grant Decision concerning "Investment Policy Focus 2016/2017"; Activity  
no. 29676/BEB0123392

Our reference

29676/BEB0123392

MINBUZA-2016.866230

ENV-2016.10661

Dear (10)(2e)

Thank you for your grant application of 10 June 2016, for support of a joint World Economic Forum / ICTSD Investment Policy Programme 2016-2017. Your application has been saved in my records under number 29676. My decision on your application is set out in this letter dated 12 December 2016.

## 1. Decision

I have decided to award you a grant of up to €300,000. This amount also covers any taxes you may have to pay, including value-added tax (BTW).

The grant is based on section 2 of the Foreign Affairs (Grants) Framework Act, the Ministry of Foreign Affairs Grants Decree, and article 7.2 of the 2006 Ministry of Foreign Affairs Grant Regulations, and is awarded subject to the condition that sufficient funds are made available by the budget legislator.

The grant is intended for the activities described in the grant application, activity plan and budget.

Implementation of the activities for which the grant is intended must be completed 31 December 2017. The starting date is: 10 June 2016.

The definitive grant amount will depend on actual expenditure. If you implement the activities for less than the amount budgeted, the difference will be deducted from the definitive grant amount. Any funds not spent will be reclaimed.

## 2. Grounds for the decision

I am awarding you a grant in accordance with the grant application referred to in the first sentence of this letter.

### Date

12 December 2016

### Our reference

29676/BEB0123392

MINBUZA-2016.866230

ENV-2016.10661

## 3. Grant conditions

You must fulfil all the obligations laid down in this decision and in the legislation on which the grant is based. You are responsible for compliance and will bear the consequences of non-compliance.

### Legislation

The following legislation is in any case applicable to the grant award:

- section 2 of the Foreign Affairs (Grants) Framework Act;
- the Ministry of Foreign Affairs Grants Decree;
- article 7.2 of the Ministry of Foreign Affairs Grant Regulations 2006;

You may consult the legislation via [wetten.overheid.nl](http://wetten.overheid.nl).

### Notification requirement

You must give immediate notification if circumstances arise that may have a bearing on the grant award.

You must in any case give immediate notification in writing if you consider it plausible that the activities for which the grant was awarded will not be performed in full, at all, or on time, or if you will not be able to meet the obligations attached to the grant. The notification requirement in any case applies if you expect that at least 25% of the next instalment, according to the payment schedule in section 5, will not be spent in the period to which the payment applies, taking account of any funds remaining from previous instalments.

Second, you are required to give immediate notification in writing if you suspect or have discovered irregularities (including fraud or a violation of the contract award procedure) relating to the implementation of the activities for which the grant has been awarded. Your notification should also state the sum involved and the measures taken.



You should send your written notification, including explanatory notes and relevant documentation, to the contact person named in section 8. The notification may lead to a revision of the grant decision, including changes to the prepayment schedule and/or amounts for the remainder of the grant period.

**Date**

12 December 2016

**Our reference**

29676/BEB0123392

MINBUZA-2016.866230

ENV-2016.10661

Please consult your contact person (see section 8) if you are uncertain whether or not something needs to be notified.

Accountability

You are required to submit a number of plans and reports for the duration of the activity to ensure that I can monitor the progress of the activities supported. The following table indicates the type of plans and reports required, when they must be submitted and for what period. They are described in more detail below.

In accordance with the Ministry of Foreign Affairs' IATI Publication Guidelines, the narrative reports you provide on the activities financed must comply with the International Aid Transparency Initiative (IATI) standards. The other reports and plans do not need to be IATI-compliant and must be submitted in PDF format to [DDE-reports@minbuza.nl](mailto:DDE-reports@minbuza.nl), with a cc to the contact person named in section 8.

Type of report	Period covered	Deadline
Annual plan and annual budget	2017	31 December 2016
Narrative progress report, consisting of:  1. Periodic updates on progress, drawn up in accordance with the IATI standards described in the Guidelines.	quarterly	To be published in IATI no later than three months after end of the quarter

2. A final analytical narrative progress overview, drawn up in accordance with the IATI standards described in the Guidelines, to be sent to DDE-Reports@minbuza.nl	10 June 2016 – 31 December 2017 (Entire project duration)	31 December 2017
Annual financial progress report	2016	1 April 2017
Final financial report	10 June 2016 – 31 December 2017 (Entire project duration)	1 April 2018

**Date**

12 December 2016

**Our reference**

29676/BEB0123392

MINBUZA-2016.866230

ENV-2016.10661

*Annual plan and annual budget*

Initial budget, plan and liquidity forecast

For the first period from 10 June 2016 to 31 December 2016, the plan, budget and liquidity forecast submitted with your application will form the basis for the activities to be implemented by you.

Annual plan and annual budget

The annual plan must contain an overview of the activities, including the human and material resources required, and the intended results.

The annual budget must contain an overview of the grant recipient's estimated revenue (e.g. the grant, the grant recipient's own contribution, funds provided by third parties and interest accrued) and expenditure, where relevant to the subsidised activities. As a rule, the budget should balance. An explanation only has to be provided for budget items that differ from the original budget.

Narrative progress reports

In accordance with the instructions laid down in the Ministry of Foreign Affairs' IATI Publication Guidelines ('the Guidelines'), published on <https://www.government.nl/documents/publications/2015/12/01/open-data-and-development-cooperation> on 1 December 2015, the narrative reports you provide on the activities financed must comply with the International Aid Transparency Initiative (IATI) standards.

In accordance with the Guidelines, you must publish quarterly narrative updates on progress on the activities.

The quarterly updates and final analytical overview(s) jointly comprise the narrative progress report. As grant recipient, you must vouch that the data provided are accurate and up to date. The data will be used to assess the progress of the supported activities. You should immediately notify me via my contact person (see section 8), in writing, should any unexpected problems and/or delays occur in your IATI-compliant reporting.

**Date**  
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The narrative data will be assessed at least once a year. You will be provided with feedback.

#### Annual financial progress report

The annual financial report must include an overview of all the grant recipient's estimated and actual revenue and expenditure, where relevant to the activities being subsidised, and an overview of prepayments made by the Minister. The financial report must use the same currency as that in which the funds were supplied. Explanations should be provided per budget item for any substantial deviations from the original budget.

#### Final financial report

A final financial report should contain the information needed to determine the definitive amount of the grant. The report must contain an aggregate overview of all estimated and actual revenue (including the grant, the grant recipient's own contribution, funds provided by third parties and interest accrued) and expenditure, where relevant to the subsidised activities, and an overview of the prepayments provided by the Minister. The report must cover the entire grant period and be laid out in the same way as the budget. An explanation must be provided for all budget items that differ substantially from the budgeted revenue and expenditure.

#### Record-keeping requirements

You are required to keep records of the following: the rights and obligations relevant for determining the grant amount, and the revenues and expenditures. The records and accompanying documentation must be retained for seven years after the definitive grant amount has been determined.

#### 4. Failure to comply with the grant conditions

Failure to comply with the conditions attached to the grant, such as the reporting obligations given in table 1 of section 3, or failure to fully implement any of the activities may lead me to demand repayment of the grant in whole or in part.

**Date**

12 December 2016

**Our reference**

29676/BEB0123392

MINBUZA-2016.866230

ENV-2016.10661

In such a case, my obligation to make prepayments will be suspended. You will therefore not be entitled to compensation of statutory interest if the payment date is exceeded.

I would also note that the ministry maintains a misuse register with a view to countering misuse of grant funding.

In case of misuse, you may be charged an administrative fine or excluded from applying for future grants.

#### 5. Payment schedule

You will receive a prepayment of up to 95% of the grant amount.

The first instalment of € 285.000 will be paid within six weeks of the date of this decision.

Failure to comply with the conditions attached to the grant, such as the reporting obligations given in table 1 of section 3, or failure to fully implement any of the activities may lead to prepayments being suspended. You will therefore not be entitled to compensation of statutory interest if the payment date is exceeded.

If you have performed the activities for which the grant was awarded and have fulfilled all the obligations attached to the grant, you will receive the outstanding amount of a maximum of € 15.000 after the definitive grant amount has been determined.

All instalments will be paid by bank transfer to your account, number (10)(2g) quoting 29676.

You must ensure that the grant is visible in your accounts in a way that clearly shows expenditures made and revenues generated using the awarded project funds.

## 6. The definitive grant amount

Unless you receive information to the contrary, I will determine the definitive grant amount within 13 weeks of receiving the necessary reporting information. The definitive grant amount will be established in a separate decision, on which basis accounts will be settled with you. You must repay any grant funds in excess of the definitive grant amount unconditionally and without delay by bank transfer to account number (10)(2g) ING Bank (Swift/BIC: INGBNL2A) account name Ministerie van Buitenlandse Zaken te Den Haag quoting 29676/BEB0123392.

**Date**  
12 December 2016  
**Our reference**  
29676/BEB0123392  
MINBUZA-2016.866230  
ENV-2016.10661

## 7. Other obligations

- a. Any agreements with third parties regarding the implementation of the subsidised activities must be laid down in writing. Your organisation's policy regarding the prefinancing of implementing organisations must be applied.
- b. Any interest accrued on the grant must be used to finance the implementation of the activities described in your activity plan and must be included in the financial statement. No funds or interest on funds may be used for capital formation or an equalisation reserve.
- c. I am entitled to make use, free of charge, for the purpose of economic development, of all documents and other products produced in connection with this grant to which you may have intellectual property rights. Where appropriate, I will ask you to issue me with the necessary licences free of charge. You must incorporate a clause to this end in any legal arrangement with third parties.
- d. If I am of the opinion that the specific way in which the activity plan is implemented or changes in circumstances have led to a situation in which the financing of an activity is incompatible with the Dutch government's foreign policy, I will hold consultations with you. On the basis of such consultations, I may give further written instructions.
- e. In implementing the activity plan, you must take account of the fact that the Dutch government may be held responsible under international law for its implementation.
- f. With this in mind, you must refrain from supporting activities whose aim is to undermine the political autonomy of a state or to bring down a lawful government

by unlawful means. Whether the one or the other is lawful or unlawful will be determined not only by the views of the government of the country in question, but also in accordance with international standards (including international law).

g. I may investigate or instruct others to investigate the activities carried out pursuant to this decision, including your reports and financial accounts and your compliance with the obligations attached to the grant. In that case you must render every assistance to the official or officials appointed by me to carry out such an investigation and allow them access to the documents relating to the grant. I will bear the costs of any such investigation.

h. You may not offer to or accept from third parties anything of any kind whatsoever, if this could be interpreted as an illegal or corrupt practice. Such practices may provide grounds for the withdrawal of this decision or part thereof.

i. I will withdraw or amend the decision awarding the grant or reduce the grant amount only after consultation with you. Accounts will then be settled on the basis of the costs properly incurred and taking into account any financial commitments for the future that have reasonably been entered into pursuant to the decision.

**Date**

12 December 2016

**Our reference**

29676/BEB0123392

MINBUZA-2016.866230

ENV-2016.10661