RESULT AGREEMENT

BETWEEN

Secondary Education Quality and Access Enhancement Project hereinafter called SEQAEP

AND

Office of the Upazila Secondary Education Officer hereinafter called USEO Under Directorate of Secondary & Higher Education (DSHE)

This Agreement together with all terms and conditions hereinafter called the RESULT AGREEMENT is made on ……. between **SEQAEP** and **USEO.**

SEQAEP started its journey from 1st July, 2008 and ended on 30th June 2014, but due to its towering success, increasing demand and necessity, the project period was extended up to 31st December, 2017 under additional financing provided by IDA.

WHEREAS, the Project's (covering 250 upazilas) objectives are:

a) To improve the quality of education, particularly, the Teaching-Learning process, through developing reading habits, providing incentives on academic performance and supporting Additional Class Teacher Scheme in selected Upazilas;
b) To ensure equitable access of all deserving beneficiaries to education by providing stipends and tuitions both to the poor boy and girl students;
c) To reduce reasonably the drop-out rates at the secondary level;
d) To strengthen the capacity of School Management Committee (SMC) and systematically assess Teaching- Learning outcomes at the secondary level;
e) To attract new and existing students especially girl students in schools and madrashas;
f) To improve and strengthen the capacity of DSHE through institutionalization of Monitoring and Evaluation activities.

CLAUSE I

OBJECTIVES OF THE AGREEMENT

- To mobilize USEOs so that they can realize the importance of project activities and materialize those with due diligence;
- To supervise and monitor SEQAEP activities intensively in respective Upazilas;
- To implement school grants activities (Incentives, ICT, EACM, Social Audits, ISF etc.) accordingly and make them fully need-based and operational;
- To collect institutional data and send to SEQAEP timely for ACF preparation;
- To combat the ever continuing challenges of the subsequent disbursements and reconciliation of stipends;
- To link the current system of USEO grants to their Annual Action Plan and Performance which is yet to produce intended outcomes;
- To mobilize and coordinate the concerted efforts of all the key players to make the interventions successful.

CLAUSE II

SERVICES TO BE PROVIDED (BY USEOS) AND RECEIVED (BY SEQAEP)

- Secondary Education Offices at the Upazila where the contact/focal persons are Upazila Secondary Education Officers (USEOs including AUSEOs) are the key field level operational agencies to implement manifold project activities and interventions and their primary responsibilities include but are not limited to:
  - (i) Completion of PMT beneficiary selection scheme along with PMTA;
  - (ii) Collect, certify and forward institutional information/data to SEQAEP;
  - (ii) Disburse funds to beneficiaries (students and institutions) under different project components of SEQAEP.
- USEOs are also entrusted with the distribution of ACFs to the respective Bank Branches;
- USEOs are commissioned to organize a meeting on a fixed date about schedule of disbursement, place of gathering of the mothers/guardians/students and the modus operandi of the same so that the disbursement can be smoothly managed and accomplished. S/he is expected not only to monitor disbursement activities but also to ensure timely preparation of documents/statements which can be sent to the Principal Branch for reconciliation of financial transactions/statements.
- Visit beneficiary institutions to inspect ACT, DRH, ISF, PTA and Community Mobilization activities and submit report to SEQAEP.
- The USEOs will submit a half-yearly work plan to SEQAEP on the basis of respective Operational Manuals.
- The USEO will prepare a summary statement of respective grants received and disbursed and send a copy to SEQAEP.

CLAUSE III

TIMELINE FOR DISBURSEMENT AND RECONCILIATION OF GRANTS AND INCENTIVES UNDER DIFFERENT SUB-COMPONENTS

Sub. Components	Timeline for sending ACF with payment authorization to Agrani Bank by the Project/PD	Timeline for disbursement among beneficiaries	Timeline for reconciliation of disbursed Grants and Stipends
1.1 Incentive Awards (BSAA, PMT Pass and IAA)	BSAA- March PMT Pass- June IAA- June	BSAA- April PMT Pass- June IAA- June	Within 60 days of the last disbursement.
1.2 Additional Class	Monthly	Monthly	Within 60 days of the last disbursement.
1.3 Developing Reading Habit	May (Jan-Jun) Sept (Jul-Dec)	20 June 15 October	Within 60 days of the last disbursement.
2.1 PMT Tuition and Stipend	May (Jan-Jun) Sept (Jul-Dec)	20 June 15 October	Within 60 days of the last disbursement.
2.2 General Stipend	May (Jan-Jun) Sept (Jul-Dec)	20 June 15 Oct	Within 60 days of the last disbursement.
2.3 ISF	Sept-Oct, Nov-Dec, Jan-Feb	Oct, Dec, Feb	Within 60 days of last disbursement.
3.3 School Management Accountability (SMA)	April-May Sept-Oct	30 Jun 31 Dec	Within 60 days of the last disbursement.

CLAUSE IV

DURATION OF THE AGREEMENT

Section 4.1: This Agreement shall be effective from the date of signing and shall automatically be terminated on 31st December, 2017.

Section 4.2: The Agreement will be terminated if the monitoring is less than satisfactory and due to such non-performance, the project reserves the right to discontinue disbursing the operational costs for the concerned Upazila/s.

Section 4.3: If the project period is extended, the duration of this Agreement will automatically be extended subject to satisfactory performance of the concerned USEO/s.

CLAUSE V

GRANTS, ACCESSORIES, DISBURSEMENT COSTS & TRAINING ETC.

Section 5.1: The USEOs' Operational Costs, Logistics/Accessories (Motorcycle, Photocopier, Fax, Scanner, Laptop, Internet Modem and Furniture etc.) and Capacity strengthening training will be provided among the USEOs.

Section 5.2: The USEO is expected to receive the accessories as per rules and instructions issued by SEQAEP from time to time. S/he will be responsible to maintain the Register, carry-out regular maintenance & operation and keep SEQAEP informed about the status of accessories.

Section 5.3: Initial disbursement of 50 percent of the operation costs will be advanced in January/February subject to the approval of Annual Work Plan (AY wise) submitted by USEOs. Disbursement of the remaining 50 percent of the operation costs will be granted in November subject to obtaining satisfactory implementation, monitoring and supervision report from USEOs.

Section 5.4: Activities of the USEOs should be result-based and Operational Costs should be made only upon proper compliance of timeline for activities under **Clause III**, **Section 4.1 & 4.2 under Clause IV and Section 5.2 & 5.3 under Clause V.**

CLAUSE VI

AMENDMENTS

Any amendment of the above mentioned 5 clauses under this agreement will be made enforceable in consultation with the concerned SEQAEP officials during the monthly Co-ordination meeting and in case of serious or difficult issues, it will be sent to DSHE to resolve.

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&
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Upazila:
Dist:
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