



CENTRE FOR AFRICAN JUSTICE, PEACE AND HUMAN RIGHTS (CAJPHR)

***PARTNERSHIP BETWEEN CENTRE FOR AFRICAN JUSTICE, PEACE AND
HUMAN RIGHTS (CAJPHR)***

&

Ms. Nyiranganizi Kedress- Inspector of Schools

Mr. Rwalinda Francis- Headmaster Matinza Primary School

Mr. Nkunzingoma James- Chairperson PTA

Dr. Joseph Baguma- Technical Advisor Merit Healthier Schools Initiative (MHSI)

1. The Project

The Centre for African Justice, Peace and Human Rights (hereinafter: CAJPHR) aims at providing humanitarian aid to the Matinza Primary School to help establish a learning environment which is more conducive to an inclusive and effective learning and is free from violence and hazards to health.

This project pursues the following objectives:

1. Renovate 3 old latrines with 11 stances for acceptable standards at the school
2. Establish a rain water harvesting system including gutters on all class room blocks, connecting pipes and 2 rain water storage tanks with water taps.
3. Establish a school health committee and pupils led school health club.
4. Establish a pupil-led school eco-green environment club at the school.

2. The Purpose of this Agreement

This Agreement aims at establishing a collaboration with you, as stakeholders in this project. It is essential for the smooth progress of the project that a trust relation is developed with our stakeholders and that a high level of transparency is maintained during all stages of its execution.

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3. Duration of this Agreement

CAJPHR would prefer a short-term partnership, which will commence on the day this agreement is signed by the parties. This short-term partnership will be centred around updates on the delivery of the project during the construction period. Once construction has been completed, CAJPHR would like to extend the relationship with our stakeholders in order to receive regular updates on the impact and assessment of the project ex post.

4. Specific Obligations of our Organization (CAJPHR)

- ❖ Develop a detailed project plan for the renovation of all expected infrastructures
- ❖ Engage with key stakeholders and workforces to select an effective team in terms of delivering the project to a high standard, within the timeframe and within the budgetary limits
- ❖ Secure funding of the construction of the expected infrastructures in an efficient and timely manner contingent to the progress made by the construction (supported by reports presented to CAJPHR)
- ❖ Liaise with all relevant stakeholders, institutions and workforces to ensure the proper delivery of this project throughout the construction process
- ❖ Compile and create comprehensive project documentation during all stages of the project
- ❖ Deliver a Project Final Report

5. The Responsibilities of our Stakeholders

Ms. Nyiranganizi Kedress- Inspector of Schools

- ❖ Partake in the ceremony to take place post the full implementation of the project
- ❖ Ensure a proper level of exposure of the project during its execution to the community in Kisoro
- ❖ Inform the Kisoro District Local Government on the success of the project, once fully implemented
- ❖ Be responsive in our communications (respond in maximum 48 hours)
- ❖ Report any suspicious activity concerning the execution of the project to the CAJPHR

Mr. Rwalinda Francis- Headmaster Matinza Primary School

- ❖ Act in the capacity of Project Leader and main Focal Point on the ground
- ❖ Send weekly updates on the progress of the project execution, supported by photo evidence of the renovations process to the CAJPHR

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- ❖ Send constant updates of all costs incurred on different components of the project, supported by proof (i.e. receipts) to the CAJPHR
- ❖ Send a weekly report including documentation and evidence to show how the finances were spent to the CAJPHR
- ❖ Be responsive in our communications (respond in maximum 48 hours)
- ❖ Report any suspicious activity concerning the execution of the project to the CAJPHR

Mr. Nkunzingoma James- Chairperson PTA

- ❖ Send a monthly update on the progression of the project, encompassing photo evidence to the CAJPHR (The photos shall be taken by you in your capacity)
- ❖ Ensure that the parents of the pupils at Kisoro Primary School are regularly informed on the smooth execution of the project, as well as on any obstacles that may be encountered, for a high level of transparency
- ❖ Be responsive in our communications (respond in maximum 48 hours)
- ❖ Report any suspicious activity concerning the execution of the project to the CAJPHR

Dr. Joseph Baguma

- ❖ Act in the capacity of Project Assistant and Focal Point
- ❖ Send monthly reports on the progress of the project to the CAJPHR with attached pictures of the site
- ❖ Act as the liaison between the CAJPHR and the construction company that we employ
- ❖ Take care of the details you deem necessary for smoothing up the project on your part
- ❖ Be responsive in our communications (respond in maximum 48 hours)
- ❖ Report any suspicious activity concerning the execution of the project to the CAJPHR

6. Payment of Funds and Modalities

The transfer of the funds from CFAJPHR to Matinza Primary school is dependable on the progress made by the construction of the infrastructure. Documents need to be presented to CFAJPHR showing the progress of the project. The funds will be sent in installments, contingent to the progress report. These payments need to be made by CFAJPHR to the official bank account of the Matinza School. These transfers will be under the direct supervision of our Founder, the CAJPHR board members and Matinza school. It is important to note that our organization is not able to cater for any items requiring financial commitments that have not been agreed upon at the planning stage of the project.

As part of the procedure to send money to the school we would like you to add the bank information of the school here. In addition, we need a document sent to us proving that the account shared is under the name and control of the school and that one of the parties involved has access and control over it.

Matinza Primary School's Banking Information:

7. Accounting, Record Keeping and Reporting

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- ✓ Should this project incur costs or expenses, the original invoices, debit notes, receipts, bank statements for every item will be thoroughly documented and presented by CAJPHR and Matinza Primary School
- ✓ Furthermore, we will provide detailed documentation as to how the finances were utilized. We believe that transparency is important and we thank you immensely for choosing to partner with us.

This document is not conclusive and further guidelines may be put in place during the pendency of the project.

CAJPHR

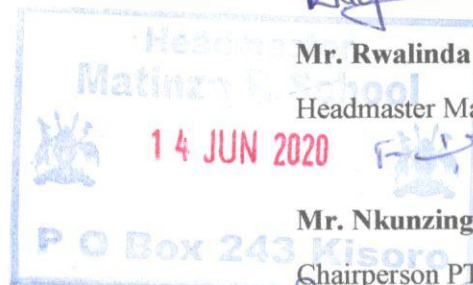
Barrister Sophia Ugwu,
Founder / Board Chairperson

Mr. Yaser Khalaj
Rights to Quality Education Project Manager

PARTNERS



Ms. Nyitangizi Kedress
Government
Inspector of Schools Kisoro



Mr. Rwalinda Francis
Headmaster Matinza School

Mr. Nkunzingoma James
Chairperson PTA

Dr. Joseph Baguma

Technical
Advisor- Merit Healthier
Schools Initiative (MHSI)

May 20, 2020 The Hague, The Netherlands

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