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BUDGET AND AGREEMENT MEMORANDUM (BAM)
US000_UNRTUS0092

FROM Fund Code: *US000*
FROM Parent Project ID: *UNRTUS0092*
DONOR NAME: *Humanitarian Unrestricted FY22*
COUNTRY OFFICE RECEIVING THE ALLOCATION: *CARE Colombia – WLiE in the Colombia*

LONG BAM VERSION (Optional)

FOR SECTIONS THAT DO NOT APPLY, PUT N/A FOR NOT APPLICABLE AND LEAVE THOSE SECTIONS BLANK.

If Amendment, Amendment Number: *N/A*

If Amendment, Reason for Amendment: N/A

Except for above amendments, all other conditions in the prior Agreement Memos remain in effect.
(If issuing an amendment, only show the Section below that has been revised. No need to include other Sections if these remain the same as the original BAM.)

A. Funding

	(A) TOTAL ESTIMATED BUDGET For Country Office	(B) AMOUNT OBLIGATED to the Country Office via BAM/s	(C = A – B) UNOBLIGATED Balance
Budget Amount (US$)	USD 30,000.00	USD 30,000.00	USD 0.00

GRANT PERIOD: From *January 01* **To** *June 30, 2022*

A specific Budget Format is required by the Donor and a detailed budget with HQ pre-assigned Activity IDs.

Budget Flexibility: CO cannot spend more than the amount OBLIGATED to the Country Office as shown above in Column B.

B. Program Description

Activities:

1. WliE groups establishment in Nariño (Cúcuta-Ipiales)
2. VSLA process implementation with WliE groups (integrated by hosting communities, migrants, and refugees)
3. Advocacy strategy in place to ensure Women voice is bring to the decision makers key spaces

Target: 120 Venezuelan and Colombian vulnerable women

C. Reporting Requirements

Calendar listing of narrative report requirement (Language for Reports and other requested information is English).

Period Covered by Report	*Date Report is Due to CARE USA*
From January 01 To June 30, 2022	*July 15, 2022*

Note: If the project ends earlier than expected, reports must be submitted 15 days after the end date.

To complete final project (narrative) report, please use this link to access the online reporting form: Reporting Form Link

For **financial reporting**, the CO will ensure that expenses are recorded in a timely manner and if applicable, CO will record expenses to the correct Budget Lines (i.e. Activity IDs) specified by CARE USA and as agreed with the donor.

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The reports (Narrative & Financial) will be submitted to : **Ramon Pino**, Senior Manager Grants and Finance - HT (**Ramon.Pino@care.org**), **Camille Davis**, Director Planning and Resource Mobilization - HT (**Camille.Davis@care.org**), **Leora Ward Mohamed**, Director Gender in Emergencies - Humanitarian Team, CARE USA (**Leora.Ward@care.org**), and **Justus Liku,** Director Humanitarian Response **(Justus.Liku@care.org),**

D. Primary Contacts

IN CARE USA	**AT COUNTRY OFFICE /** RMU **(Name of Project Manager at CO/RMU)**
Name: Ramon Pino**.**	**Name:** Luisa Vega
Position: Senior Manager Grants and Finance - HAT	**Position:** Project Manager
Email Address: **Ramon.Pino@care.org**	**Email Address:** **Luisa.Vega@care.org**

Other contacts CARE Colombia:

	Primary Contacts in CO		
	Contact #1	**Contact #2**	**Contact #3**
Name	Catalina Vargas	Luisa Vega	Ana Lorena González
Position	Country Director	Program Manager	Project Coordinator
Email	**Catalina.vargas@care.org**	**Luisa.vega@care.org**	**Ana.gonzalez@care.org**

E. Other Terms and Conditions Applicable
N/A

F. Attachments
Attachment 1 – Budget and Activity IDs

G. Signatures

Approved: DocuSigned by: Camille Davis 7670D98FB30D4E9... 12/17/2021

CARE USA Signatory (see below)
Camille Davis - Director Planning and Resource Mobilization – Humanitarian Affairs Team

Agreed by: _____

CO Country Director (or Designate) / RMU RD
Catalina Vargas - Country Director – CARE International in Colombia

AUTHORIZED SIGNATORIES to BAMs:

- Up to $999,999 – US HQ Unit Director (e.g. PPL, IPO, PAU, HT, etc.)
- $1 Million and above – VP of the US HQ grant management unit or other EMT member

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FROM Parent Project ID: *UNRTUS0092*
DONOR NAME: *Humanitarian Unrestricted FY22*
COUNTRY OFFICE RECEIVING THE ALLOCATION: *CARE Colombia – WLiE in the Colombia*

ATTACHMENT 1 _ BUDGET and ACTIVITY IDs

	DETAILED C-USA Humanitarian Team BUDGET Template								
	Date of the budget submission (MM/DD/YYYY) (To be completed by			12/15/2021					
	Country Office/CI-Member name			Colombia					
	Project Name			WLIE					
	CARE USA - HT- Humanitarian Ref.			FY22_US000-002					
	Total Funds allocated to CO			USD 30,000.00					
	CARE USA - HT - Funding Code (FC) / PID			US000 / UNRTUS0092					
	CO PID Number (if already available)			UNRTUS0092					
	Start Date / End Date (To be completed by C			1/1/2022			6/30/2022		
Activity ID	Item #	Cat.	Item description	Qnty.	Mths / Days	LOE	Unit cost in USD	Total Cost in USD	TOTAL %
			NATIONAL STAFF						
			Program Officer	1	6	100%	1,178.18	7,069.08	
			Community mobilizer	1	6	100%	1,056.58	6,339.48	
								0.00	
		50	Sub-total Nat. Staff					13,408.56	44.70%
1	I	5011 - 5085	TOTAL FOR PERSONNEL COSTS					13,408.56	44.70%
4			MATERIAL, SERVICES AND CONSUMABLES						
			Monthly workshops with WLIE (15 participants * 8 groups * 6 meetings) Refreshments/Venue/Materials	15	48	100%	5.97	4,298.40	
			Follow-up of VSLA groups - meeting (15 participants * 8 groups * 6 meetings) Refreshments/Venue/Materials	15	48	100%	3.90	2,808.00	
			Monthly cell phone recharge	6	120	100%	5.19	3,739.68	
			Meetings with key stakeholders (Meetings 3 * 10 participants) Refreshments/Venue/Materials	3	10	100%	5.98	179.40	
			Story telling	8	1	100%	194.86	1,558.88	
			VSLA Fund for WliE groups (15 women per group)	8	1	100%	148.08	1,184.64	
								0.00	
4	IV	5300 - 5380	TOTAL FOR MATERIAL, SERVICES AND CONSUMABLES					13,769.00	45.90%
5			TRAVEL AND TRANSPORTATION						
			Travel expenses	1	6	100%	181.84	1,091.04	
								0.00	
5	V	5400 - 5483	TOTAL FOR TRAVEL AND TRANSPORTATION					1,091.04	3.64%
6			OCCUPANCY						
			SPC	1	1	100%	1,558.54	1,558.54	
			Bank fees	1	6	100%	28.81	172.86	
								0.00	
6	VI	5500 - 5550	TOTAL OCCUPANCY					1,731.40	5.77%
			TOTAL PROJECT COSTS - CO					30,000.00	100.00%
			TOTAL PROJECT COSTS					30,000.00	100.00%

ACTIVITY IDs TO BE USED BY C-COL (US000/UNRTUS0092)

Acct Range	Activity ID name	Activity ID
5011 - 5740	Intra-Company Grants and Support	10