



**PROJECT-SPECIFIC MEMORANDUM OF UNDERSTANDING**  
**Between SANRU asbl and IMA World Health**  
For the Global Fund Principle Recipient (GF PR) projects

**I. Preamble**

This Memorandum of understanding replaces the one that was previously signed by Mr. Richard Santos, President of IMA World Health (IMA), and Dr. Leon Kintaudi, the Director of ECC-DOM, regarding the partnership between IMA and ECC in managing the Global Fund Principle Recipient (GF PR) projects.

This Memorandum of Understanding is an agreement between IMA World Health and SANRU asbl, and affirms IMA's commitment to long-term partnership of IMA and SANRU asbl in bringing health services to the people of Democratic Republic of Congo by implementing Health and Development Programs. The primary purpose of this MOU is to specify and agree on how IMA will provide Technical Assistance and staff support to SANRU asbl for its work as Principle Recipient several Global Fund projects. IMA will support SANRU asbl in the implementation of the GF Round 8 phase II Malaria and R10 phase I Malaria projects as defined under *Section II, General Areas for Responsibilities*. IMA's support will be further defined in a sub-agreement that will be signed between IMA and SANRU asbl after the signing of this MOU.

**II. General Areas of IMA's Responsibilities**

As the Subcontractor for GF PR projects IMA will provide:

- Maintenance of a trust account in the name of SANRU for GF funds in a USA bank;
- Management and coordination of sub-recipient grants and logistic including procurement through an Operations Manager and Deputy Operations Manager who will be hired by IMA and seconded to SANRU asbl;
- Technical assistance to the Principle Coordinator for Risk Management through a Risk Manager who will be hired by IMA and seconded to SANRU asbl
- Management of Financial Systems through a Finance Officer, Chief Accountant and Assistant Finance Officer, who will be hired by IMA and seconded to SANRU asbl;
- Technical Assistance for International Procurement;
- Technical Assistance in other areas as and when needed; and
- Coordination of other IMA Technical Assistance.

### **III. IMA Staffing**

IMA will recruit and/or assign to SANRU asbl's GF PR team the following staff positions in order to carry out its scope of work defined under Section II.

- 1) IMA will hire six persons and second them to SANRU asbl;
- 2) IMA will provide part-time USA-based personnel and other consultants to support and backstop various operations of the project; and
- 3) IMA's staffing plan will include the following positions:

<b>Position</b>	<b>FTE</b>
Chief Accountant Malaria (Kinshasa-based)	100%
Risk Manager (Kinshasa-based expat)	100%
Operations Manager (Kinshasa-based)	100%
Deputy Operations Mgr (Kinshasa-based)	100%
Finance Officer (Kinshasa-based)	100%
Assistant Finance Officer (Kinshasa-based)	100%
Program Officer IMA (U.S.-based)	5%
Finance Officer IMA (U.S.-based)	5%
Director of Procurement IMA (U.S.-based)	40%
Procurement Assistant IMA (U.S.-based)	100%

The Risk Manager and Operations Manager will report to the GF PR Principal Coordinator but will also be accountable to IMA's Vice President, Chief Financial Officer. The Assistant Finance Officer and Chief Accountant Malaria will report to the Finance Officer. The Deputy Operations Manager and Financial Officer will report to the Operations Manager.

### **IV. Roles, Responsibilities, and Liability**

SANRU asbl as the principal recipient of the GF PR project will bear complete responsibility for overall leadership, planning, management, implementation, and reporting as well as all related liability. All official communication with GF will be conducted by SANRU asbl. IMA's roles and responsibilities will be limited to the sub-agreement that will follow this MOU, and will not carry any financial as well as procurement-related liability.

### **V. Conclusions**

Any revisions of this Project Specific MOU will be made as and when necessary in dialogue and joint agreement by the two partners. This project-specific Memorandum of Understanding is duly made effective on upon signing.

## VI. Budget

The grant agreement for **GF R8 phase II Malaria and R10 phase I Malaria** are still being discussed but the current budget amounts in the proposal are those in the table below. We understand that these amounts will be contingent on approval by Global Fund. Payments for IMA will be made as one lump sum every quarter in advance of expenses, due on the 1<sup>st</sup> day of each calendar quarter, i.e., January 1, April 1, July 1 and October 1.

Position	Round 8/year	Round 10/year	Total per Year
Chief Accountant Malaria (100%)		\$ 55,962.00	\$ 55,962.00
Risk Manager (100%)	\$ 65,925.00	\$ 65,925.00	\$ 131,850.00
Operations Manager (100%)	\$ 125,381.04	\$ 0.00	\$ 125,381.00
Deputy Operations Manager (100%)	\$ -	\$ 119,300.00	\$ 119,300.00
Finance Officer (100%)	\$ 45,375.00	\$ 56,792.16	\$ 102,167.16
Assistant Finance Officer (100%)	\$ -	\$ 94,200.00	\$ 94,200.00
Program Officer IMA (5%)	\$ 2,102.10	\$ 2,102.15	\$ 4,204.25
Finance Officer IMA (5%)	\$ 1,725.60	\$ 1,725.65	\$ 3,451.25
Director of Procurement IMA (40%)	\$ 18,825.00	\$ 18,825.00	\$ 37,650.00
Procurement Assistant IMA (100%)	\$ 28,237.50	\$ 28,237.50	\$ 56,475.00
Technical Assistance Indirect	\$ 147,406.00	\$ -	\$ 147,406.00
Technical Assistance Travel	\$ 13,613.00	\$ 13,613.00	\$ 27,226.00
Technical Assistance (quarterly)	\$ 52,000.00	\$ 583.00	\$ 52,583.00
<b>Grand Total</b>	<b>\$ 500,590.24</b>	<b>\$ 457,261.76</b>	<b>\$ 957,852.00</b>

For IMA World Health  
For the Subcontractor  
Mr. Richard L. Santos,

President

Date: October 13, 2011

Witnesses

Dr. Lawrence Sthreshley  
IMA/DRC Congo Representative

Lawrence Sthreshley

Date: Oct. 13, 2011

For SANRU asbl  
For the Grant Recipient  
Dr. Malonga Miatudila

President

Date: October 13, 2011

Witnessed by:

Dr. Ngoma Miezi Kintaudi  
Executive Director, SANRU asbl

Ngoma Miezi Kintaudi

Date: October 13, 2011

Witnessed by:

Dr. Minuku Kinzonzi Felix  
Technical Director, SANRU asbl

Minuku Kinzonzi Felix

Date: October 13, 2011