



Partnership Framework Agreement Cover Sheet

Version: Amendment 01

Operation:

UNHCR MCO Hungary – Czech Republic

Partner Reference Number (optional):

[insert]

Partnership Framework Agreement Number:

PFA-CZE-23061-077609-00

Cloud ERP Partner Number:

077609

Summary

UNHCR and the Partner wish to enter into a partnership to provide protection, solutions and assistance to forcibly displaced and stateless persons. This Partnership Framework Agreement Cover Sheet sets out the terms and conditions on which the parties agree to collaborate, and forms part of the Agreement as defined further below.

Parties

UNHCR

The Office of the United Nations High Commissioner for Refugees

The Partner

Ministry of Interior of the Czech Republic

UN Partner Portal Reference Number:

n/a

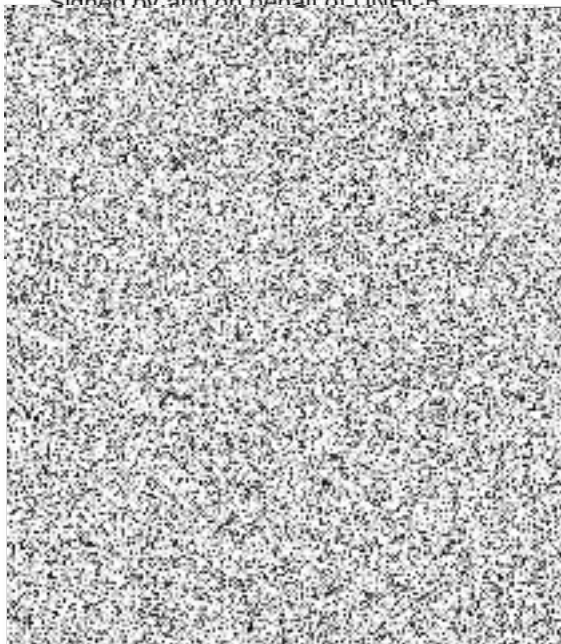
Government

(for tripartite agreements only)

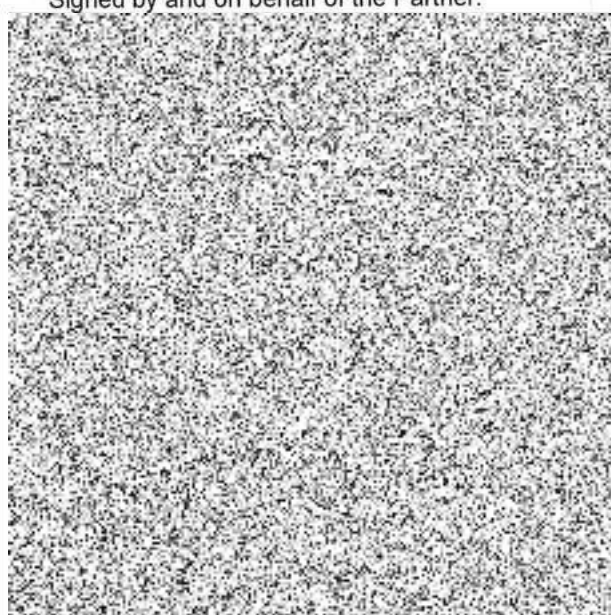
Click or tap here to enter text. (referred to hereinafter and in the [Partnership Terms](#) as "the Government")

Signatories

Signed by and on behalf of UNHCR:



Signed by and on behalf of the Partner:



Position: n/a

Email: n/a

Date: n/a

Content of the Agreement

The Agreement is made up of:

- this Partnership Framework Agreement Cover Sheet,
- the [Partnership Terms](https://supportcso.unpartnerportal.org/hc/en-us/article_attachments/19228986731287), available at: https://supportcso.unpartnerportal.org/hc/en-us/article_attachments/19228986731287
- the Data Protection Agreement, where applicable,
- any Project Workplans,
- any Amendments, and
- where applicable, the Global Partnership Agreement entered into by n/a and UNHCR on n/a.

The above represents the entire agreement between the parties. Any prior discussions or other agreements relating to its subject matter are superseded by the Agreement.

Order of precedence. If there is any conflict between the terms of the Agreement, the following order will apply from highest to lowest precedence:

Amendment (if applicable) → Project Workplan → Data Protection Agreement → Partnership Framework Agreement Cover Sheet → Partnership Terms.

Key Elements

Scope

Outcome Area OA16 - Local integration and other local solutions	
UNHCR outcome statement	Location(s)
In Czechia, refugees can successfully integrate into the society and establish their lives. In Czechia, conditions for integration of refugees are in place in all regions	Country-wide: Yes
	In select province(s) / region(s) etc.: n/a
	In city(ies) / town(s): n/a
	In Populated Place(s): n/a

Duration

Start Date:	End Date:
01/01/2025	31/12/2025

Financial management

Bank account type	Pooled
Indirect Costs Percentage of total expenditure	Not applicable

Misconduct disclosure procedures

[Insert]

Special provisions

The below special provisions (if any) modify or override specified Articles in the Agreement. Special provisions other than those included here must be approved by the Legal Affairs Service (LAS) for general use, or for use in this specific Cover Sheet.

(For tripartite agreements only)

The following Article(s) in the Partnership Terms are revised and supplemented as follows:

Article 2 (Working Together):

Engagement with Government. UNHCR will (periodically or on request) consult with the Government on matters pertaining to its operations and the operations of its Partners including this Partnership and any Project Workplans that will be entered into between UNHCR and the Partner under this Agreement.

Article 3 (General obligations):

Obligations of the Government. The Government agrees:

- to take reasonable steps to ensure that UNHCR and Partner Personnel receive all support and facilities necessary for the speedy and efficient execution of any Project implemented by UNHCR and the Partner pursuant to this Agreement,
- not to engage in any conduct that could potentially or actually work against the achievement of the objectives of this partnership, and
- to facilitate the process described under Article 14 under the heading "UNHCR's ownership of Intellectual Property".

Article 4 (Financial Plan):

Indicative Budget. At the Government's request, it may review Choose an item. Project Workplans and provide its feedback, but will refrain from impeding project implementation.

Article 23 (Partner Personnel):

Conflicts of interest. The Government undertakes:

- that neither it nor its personnel have been or will be offered any direct or indirect benefit arising from the Agreement,
- to inform its personnel that they must refrain from conduct which may be perceived as a conflict of interest, may adversely reflect on UNHCR and/or the United Nations or is incompatible with the aims and objectives of the United Nations or mandate of UNHCR, and
- to bring any potential conflicts of interest to the attention of UNHCR immediately.

Article 25 (Termination):

UNHCR will engage in prior dialogue with the Government before initiating termination for the reasons described as "Additional grounds".

Project Workplan

Version : Original 00

Operation:
HUN MC ABC – 23061 Czech Republic

Partnership Framework Agreement Number:
PFA-CZE-23061-077609-00

Cloud ERP Contract ID Number:
23061Y25M077609

Partner Reference Number (optional):
N/A

Cloud ERP Partner Number:
77609

Summary

The Partner wishes to deliver, and UNHCR wishes to support the delivery of, the Project defined below. This Project Workplan sets out the details of the Project and terms and conditions on which the Partner and UNHCR agree to collaborate.

This Project Workplan is subject to and incorporated by reference into the Partnership Framework Agreement (PFA) Cover Sheet entered into between the parties on 01/01/2024

Parties

UNHCR

The Office of the United Nations High Commissioner for Refugees

The Partner

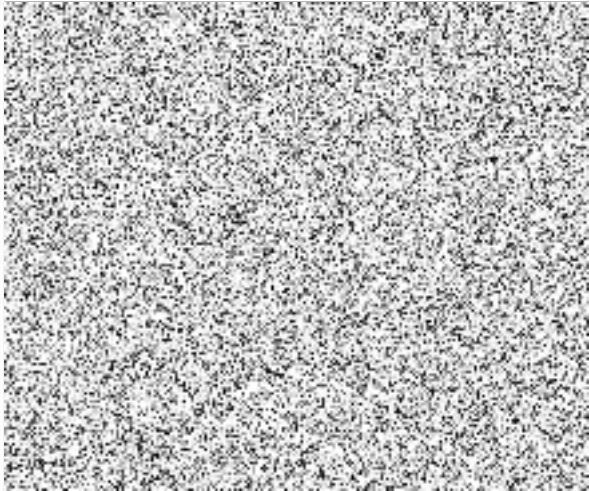
Ministry of Interior of the Czech Republic

UN Partner Portal Reference Number:
N/A

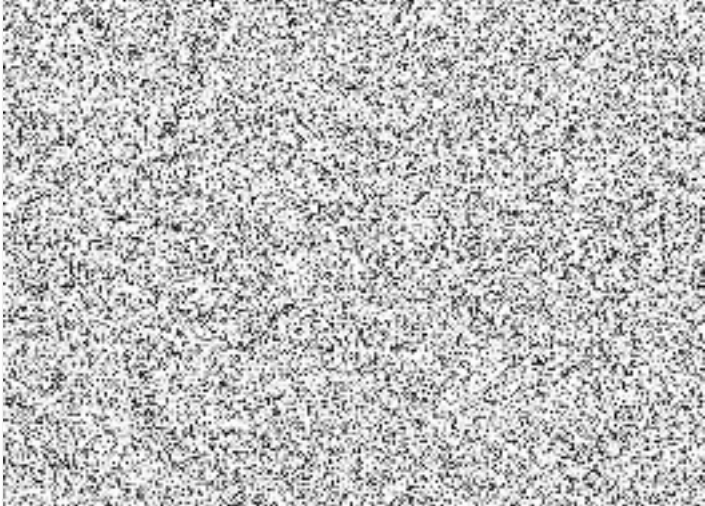
Signatures

Signed by the duly authorized signatories of the parties:

UNHCR



The Partner



Population

Select all applicable population types expected for this project.

- ☒ Refugees and asylum-seekers
- ☐ Stateless persons
- ☐ Returnees
- ☐ Internally displaced persons
- ☒ Host communities
- ☐ Others of concern

The project will support primarily holders of the Temporary Protection in the Czech Republic, as well as other foreigners legally residing in the country and host communities.

Age, Gender and Diversity (AGD) and Accountability to affected people

Describe efforts to ensure inclusive programmes that consider AGD characteristics of the population throughout the project cycle. 1) How have AGD elements been considered in determining the project scope? 2) How have affected people of different characteristics participated in the project design? Were their capacities considered? 3) How will they be involved in project implementation and monitoring? 4) Describe planned two-way communication with targeted populations and the safe and accessible feedback and response mechanism that will be in place for people of different characteristics to inform project adjustments. 5) What prevention or mitigation measures will be implemented to reduce unintended protection risks, ensure equitable and safe access, and avoid exclusion? 6) Describe efforts to ensure

The grant program has been developed to allow for a needs-based and direct support for integration of primarily the holders of the Temporary Protection in the Czech Republic, as well as of other foreigners legally residing in the country, and host community, to foster social cohesion. To achieve this the Ministry of the Interior will co-finance projects of local municipalities, towns or urban districts. We believe that this approach will allow to create better directed projects that will address the needs of the target group in each particular municipality, town or urban district and will be more effective than a top-down approach of projects being developed at the ministerial level. This project is not aimed at any particular group other than holders of Temporary Protection, as well as foreigners legally residing in the country and host community, be it women, children or people with disabilities. The ministry has presented its preferred types of projects which it would like to co-finance, such as projects that support integration activities or summer camps or other forms of activities focused on learning of the Czech language. Grant recipients will carry out an evaluation of the projects and submit it to the Ministry of the Interior by 31 January 2026 at the latest. The evaluation (final report) has a financial part, which must contain data on the total amount of funds spent, broken down into the state budget and the budget of the municipality or region or other non-state entities, and a substantive part, which includes how successful the implementation of the project was, what was achieved, what problems appeared during the implementation, recommendations for future activities for integration of the target group and feedback the project has received from the implementers, representatives of the city/municipality, target group, public.

financial contributions anticipated.

integration initiatives for Temporary Protection holders and other foreign residents within the Czech Republic.

Downstream partnerships and sub-contractors

List all known sub-contractors and further Partners involved, detailing their role and expected contributions.

Select applicable option.

- ☐ Not applicable
- ☒ Applicable based on the information below

The Ministry of the Interior is currently financing the grant program from the national budget and taking care of all related administrative tasks. Within the UNHCR project, UNHCR will contribute to the budget of said Ministry's grant program, allowing to support a higher number of projects. The Ministry of the Interior will take care of all related administrative tasks, including sharing the submitted projects with UNHCR. All costs related to the administration of the fund are covered by the state budget for the full duration of the project period and UNHCR funds will be fully granted to selected partners.

Project details

Please use the space below to describe the activities that will be implemented under each applicable Outcome area and to specify the location(s) where these activities will be carried out.

Outcome area	OA16 – Integration and Inclusion
Location	Description of Activities
Czechia	<p>The municipal projects for the integration of temporary protection holders and foreigners will be implemented in municipalities, voluntary associations of municipalities, towns or urban districts where there is a higher concentration of persons from the target group and where the need to address their integration support has been identified. Every project should be a set of intensive integration activities and measures aimed at solving or improving the existing situation in the locality. An applicant may submit only one project per application. A further extension or complementary project may be submitted in subsequent rounds. The final beneficiary of the subsidy and the implementer of the project is always the applicant, i.e. the municipality, town, municipal district or voluntary association of municipalities. This grant title is a continuation of a similar grant title that has been implemented in 2022, 2023 and 2024.</p> <p>To receive the grant the applicant is obliged to comply with the following conditions:</p> <ul style="list-style-type: none"> • ensure the institutional prerequisites for the implementation of the project for the integration of foreigners at the local level, • develop a project for the integration of foreigners at the local level for 2025 and coordinate and administer its implementation, • justify in the Application form the need for the project for the integration of foreigners at the local level in the form of a brief description of the

Further details have been agreed between the parties in a Financial Plan and a Results Plan, which are summarized in the table below. The Financial Plan and Results Plan are incorporated by reference in this Project Workplan.

Output	Key activities per indicator	Total Budget
10P	In Czechia, beneficiaries of international protection receive targeted integration assistance through individual integration plans which reflect on their skills and opportunities. Integration and inclusion prospects in key regions outside Prague are strengthened to provide viable opportunities for refugees.	CZK 19,116,500
	# of civil society organizations and other stakeholders involved in activities supporting inclusion	Target: 50
	# of people engaged in municipality-level integration activities	Target 20 000
GRAND TOTAL [CZK]		19,116,500

UNHCR Assets

Right of use clauses in the Areas of Specialization are mandatory when UNHCR provides a Partner with a UNHCR Asset for a period of time. At the end of the period, the UNHCR Asset must be returned to UNHCR or itemized within the next year's Project Workplan.

Determining essential controls

Risk assessment

UN internal control questionnaire (ICQ) or UNHCR internal control assessment (ICA)

Risk rating

Project audit results

Unmodified opinion or ICA = low risk (90-100%)

Narrative Reports	<input type="checkbox"/> X Not applicable (in final year of PFA)	
Final Partnership Report	PFA report	Click or tap to enter a date.
	<input type="checkbox"/> X Not applicable (in other years)	

Additional appendices

Appendix 01	Financial Plan
Appendix 02	Results Plan

Data protection

This project entails the processing of Personal Data: No

If no, please do not complete this section.

If yes, the Data Processing is governed by the Data Protection Agreement and the following provisions apply.

Data processing particulars		
DPIS capacity assessment	The Data Protection and Information Security (DPIS) capacity assessment has or will be completed by: 29/12/2023	
Roles of the parties	Select applicable option. <input type="checkbox"/> Controller-to-Processor (C2P) relationship - where UNHCR is the Controller and the Partner is the Processor <input checked="" type="checkbox"/> Controller-to-Controller (C2C) relationship - where the Partner and UNHCR both act as Controllers	
Please complete the following sections, depending on whether the relationship is Controller-to-Controller, or Controller-to-Processor:		
Controller-to-Controller (C2C)	Onward Sharing <i>Please note: UNHCR's authorization for contracted third parties is required</i>	Choose an item. If yes, specify contracted third parties here: <ul style="list-style-type: none"> - Shelter and Housing Partner XXX - YYY and ZZZ Livelihoods and Vocational Training Providers - AAA Youth Inclusion and Empowerment Programme

	<p>Other:</p> <p>Click or tap here to enter text.</p> <hr/> <div> <input checked="" type="checkbox"/> Access and user control measures: <ul style="list-style-type: none"> - Multi-Factor Authentication (MFA) - Access Control SOPs - No Account Sharing by Different Users </div> <hr/> <div> <input checked="" type="checkbox"/> Personal Data elements: <ul style="list-style-type: none"> - Name - DOB - Gender - UNHCR Registration Group Number - Specific Needs - Known Protection Risks - Housing Needs - Education Level - Prior BIA / BID Recommendations (if any) </div> <hr/> <div> <input checked="" type="checkbox"/> Storage and transfer of Personal Data: <ul style="list-style-type: none"> - SOPs on Archiving and Security of Physical and Electronic Files - Physical Files stored in ZZZ Region/Province - Electronic Files stored on MS Azure Cloud Services, Data Centres located in Western Europe - Encryption of Digital Files in transit and at rest </div>
Data Protection Laws	<p>In ZZZ Region/Province: "ZZZ Provincial Regulation on Mental and Physical Health Regarding Patient Confidentiality".</p> <p>In AAA Country: "AAA National Law on Data Protection and Privacy".</p>
Transfer Method	<p>Select applicable option.</p> <p><input type="checkbox"/> Not applicable</p> <p><input checked="" type="checkbox"/> Secure File Sharing; Encrypted Emails; Access to proGres (as necessary, with appropriate user profile and data access limitations)</p>
Additional Information Security Measures, if any	<p>N/A</p>

Amendments

2. Additional obligations for the Project

Scope. The Partner agrees to deliver the Project in the Location and for the Population, all as set out in this Project Workplan. The Partner and UNHCR will work together to achieve any agreed results.

Appendices. The Partner will comply with the Financial Plan and the Results Plan, as well as with the terms of any additional appendices attached to this Project Workplan.

3. Timelines

Duration of this Project Workplan. This Project Workplan will continue for the Duration defined above, unless terminated earlier by a party as allowed under the Agreement.

Implementation. The Partner must implement the Project within the Implementation Period.

Reporting. The Partner must deliver the reports identified above within the prescribed timeframe. The due date represents the latest possible date the Partner can submit the report.

Liquidation. During the Liquidation Period, the Partner must settle all existing financial commitments the Partner agreed to for the Project, and not agree to any new financial or other commitments.

Extensions. UNHCR will generally not agree to extend the Implementation Period or the Liquidation Period unless there are exceptional circumstances and at UNHCR's discretion. If UNHCR agrees to extend either timeline, this will be agreed with the Partner in a separate agreement in writing. Any extension request must be submitted to UNHCR's signatory before the end of November of the implementation year, for due consideration, and include a detailed explanation as to why the request should be accepted.

4. Data protection

Data protection and information security capacity assessment. This assessment is only required if the Project entails the processing of Personal Data. The Partner agrees to implement the risk mitigation measures identified through this assessment.