

HFO/SBC/TS/2024/058
08 May 2024

Prof. Mohammad Fariyad
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Dear Prof. Fariyad,

UNICEF support to Influencers and Community Engagement for Demand Generation for Routine Immunization and Newborn Care in Select Urban Areas of Hyderabad

Ref: MANUU's request e-mail dated 04th May 2024 with proposal and budget

With reference to the above correspondence, UNICEF in principle, approves to support the above-mentioned project for INR 6,79,750/- (Rupees Six Lakhs Seventy-Nine Thousand Seven Hundred Fifty Only) from May to July 2024 as per the attached revised budget. The proposed activities are part of agreed Work plan activities for Social Behaviour Change programme under Health programme in Telangana during 2023-2024.

Kindly ensure to plan and implement all activities in consultation with UNICEF and close coordination with other identified partners. Any activities that require large gatherings and media activation should not be conducted around polling and election results dates.

Sl.	Description	Budget (in INR)
1	Output 1: Influencers engagement: Religious and community influencers (Approx. 100 in number) mobilized to support in generating demand for immunization and addressing myths and misconceptions	1,63,000
2	Output 3: Community Outreach: Approximately one lakh people in identified slums and catchment areas under UPHC reached with key messages promoting immunization and newborn care	1,66,750
3	Output 4: Understanding Perceptions towards Immunization: Approximately 50 respondents (private service providers and community members/parents) reached to understand their perceptions towards immunization	64,000
4	Output 5: Programme Effectiveness: The project deliverables met as per the agreed strategies, timelines and resources	2,86,000
Total budget (in INR)		6,79,750

Please note the following guidelines on cash assistance supported by UNICEF:

1. For all cash transfers, the FACE form (Funding Authorization and Certificate of Expenditure) is to be used. Kindly note that the FACE form needs to be filled when requesting for funds (advances, reimbursements) as well as while reporting on funds utilized.
2. Submission of accounts: As per UNICEF norms, any cash assistance needs to be accounted for and liquidated within three months' time frame. We would appreciate your ensuring timely submission of FACE form (with Reporting column duly filled in) along with the itemized Statement

of Expenditure and an activity report. Partial submission of accounts as and when activities are completed are strongly encouraged.

3. Supplies: Kindly note that expenditure pertaining to supplies would be accepted by UNICEF, only if these have been approved in the agreement letter. Any supply related expenditure that has not been approved will not be accepted or reimbursed. For purchase of any approved supplies (goods or services), standard procurement process/norms as per the Government norms, need to be followed.
4. Budget deviations: Please note that for any deviation from the approved budget, prior written approval needs to be taken from UNICEF.
5. Kindly ensure that books of accounts related to UNICEF funds (proof of transaction, proof of payment and proof of approvals) can be made available for examination, when required, for the period of five years from the date of the provision of funds.
6. The Government will be entirely responsible for hiring and contracting of the consultant(s) and UNICEF shall not hold any responsibility for these individuals;
7. The Government makes provision in their contract with the consultant(s) for adequate medical & accidental insurance for the consultant(s);
8. No reference is made to UNICEF as being the party that is engaging the individuals for the work.

We look forward to a close collaboration with your department to strengthen SBC initiatives in Telangana state.

Yours sincerely,


Dr. Khyati Tiwari

Officer in Charge and Nutrition Specialist
UNICEF Field Office for Andhra Pradesh, Karnataka and Telangana