

Accountable Grant Arrangement (AGA) Frequently Asked Questions

We have already met some of the special conditions included in the drafted Accountable Grant Arrangement (AGA), and they are no longer relevant. Are these editable?

All special conditions outlined against the grant need to be included in the AGA for audit purposes, even if they are satisfied prior to signature.

Advocacy and campaigning costs are included under the ineligible costs section of the AGA template; however, this is a key element of our project design and associated costs have been approved in our budget. Can we proceed?

As outlined in the template, advocacy and campaigning costs are ineligible unless they are a specific requirement of the project and are explicitly approved in writing in advance by FCDO. If advocacy and campaigning costs are part of the project design and approved budget, these have been deemed eligible on the grounds that they are a specific requirement of the project and have been approved by the Fund Manager on behalf of FCDO.

The AGA states that taxes or similar charges applied by local Governments should not be paid unless explicitly agreed by the Fund Manager. It is part of our statutory obligations to pay an annual Local Service Tax which is integrated into the salaries. Can we proceed?

As the FCDO SMART guide states, import, customs duties, sales taxes and any other taxes or similar charges applied by local governments or by any local public authority are not eligible for FCDO funding. If import or customs duties are expected to be incurred in the project, then match funding can be used to meet the cost.

- Any taxes for which exemptions apply or that are reclaimable via other sources (for example, government department, alternative funder) are ineligible
- For legitimate taxes that are not reclaimable via any source:
 - Where these form part of direct frontline project costs, they will be considered eligible
 - Where these relate to taxes imposed as fines, they will be considered ineligible.

What is IATI and where can I find more information on requirement and reporting schedule?

The [IATI guidebook](#) provides information on the IATI publishing requirements. Grant holders must publish their data on a quarterly basis after the first submission.

Can we use an alternative exchange rate to the required OANDA exchange rate outlined in the AGA?

Any requests to use an alternative exchange rate must outline the methodology and justification and be submitted in writing to the Performance and Risk Manager for approval. No amendment to the AGA clause is required in the case that alternatives are approved.

We will be creating education manuals and other information assets within the project. Are we required to give these and other project assets to FCDO at the end of the project?

FCDO retains ultimate ownership of all the content/materials/equipment purchased or developed using FCDO funds. In the context of these UK Aid Direct or UK Aid Match grants, this clause primarily pertains to tangible project assets that FCDO might deem valuable at the end of the project i.e. computers, motorbikes etc. There is no precedence of FCDO taking ownership of information assets like content, data, or manuals. Information assets do not need to be stipulated in the AGA template. However, all physical assets should be recorded and updated within the asset register template throughout the project lifecycle.

It is challenging for us to take responsibility for the health, safety and security of all downstream partner staff involved in the project. Can we get clarification of where the responsibility of the grant holder lies?

Grant holders can manage this liability by ensuring that downstream partners have the necessary mechanisms/measures in place to secure the health and safety of their staff and that they will hold that responsibility in any partnership agreements made between your organisations.

Who should sign this AGA?

The AGA should be signed by the CEO or a Chair of the Board of Trustees for the lead grant holder organisation.