

## LEAD International

Inspiring leadership for a sustainable world

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19 January 2011

Alexander Ginzburg  
LEAD CIS / DEF  
Institute of Atmospheric Physics  
3 Pyzhevsky per., 119017  
Moscow, Russia

Dear Sasha,

### **Subject: Annual Award from LEAD International for 2011**

The LEAD International is pleased to make a grant to LEAD CIS of up to GBP £15,000 (Fifteen thousand pounds sterling only). The purpose of this funding is to assist LEAD CIS's progress towards self-sufficiency by 2012 and is conditional on the recruitment and running of a Cohort training programme of at least 10 Associates in the grant period.

The funding is for the calendar year 1<sup>st</sup> January – 31<sup>st</sup> December 2011 ("the grant period").

### **LEAD International makes the grant subject to the following conditions required by our status as a registered charity incorporated in the United Kingdom:**

1. An officer of LEAD CIS with authority to agree to the terms of this grant agreement accepts the terms and conditions of the grant by signing two original copies. One copy will be held by LEAD CIS and one copy is to be returned to LEAD International.
2. The grant will be paid by wire transfer to LEAD CIS to a bank designated by LEAD CIS. LEAD International reserved the right to withhold further payments of the grant if any of the grant conditions relating to this or other grants to LEAD CIS have not been complied with.
3. LEAD CIS agrees: (1) that the grant funds, any income received and all expenditure shall be properly recorded and separately accounted for in LEAD CIS's books for easy reference, (2) that LEAD CIS shall retain copies of all reports and supporting material with respect to the grant for at least four years following completion of the reports to LEAD International, and (3) that LEAD CIS's books and records shall be made available for inspection by the Directors of LEAD International, provided reasonable notice of such an inspection has been given.

Please note that LEAD International needs to be fully satisfied that each element of the following schedule has been fulfilled before full payments can be released.

**Reporting Requirements and Payment Schedule for LEAD International Grant to LEAD CIS:**

**1st Payment:** 25% of total amount payable on commencement of the project and after having met all the following conditions set by the LI Awards committee:

- All reports and conditions of previous grants have been met
- Receipt of formal grant agreement signed by both parties
- Announcement of the Award is posted on LEAD CIS website

**2nd Payment:** 25% of total amount payable upon:

- 30<sup>th</sup> June 2011

**3rd Payment:** 25% of total amount payable upon:

- 30<sup>th</sup> September 2011

**4th Payment:** Final 25% of total amount payable upon:

- Receipt of a written annual report detailing activities and expenditure of LEAD CIS during 2011
- Summary report posted on LEAD CIS website

Please acknowledge acceptance of the terms of this grant agreement by signing and returning one copy of this letter as described above.

LEAD International

Agreed to and accepted by LEAD CIS

By: 

This \_\_\_\_\_ day of \_\_\_\_\_

Simon Lyster  
Chief Executive

By: \_\_\_\_\_

Alexander Ginzburg  
National Program Director