

SUBVENTION AGREEMENT

This Subvention Agreement ("Agreement") is made and entered into on this **[Date]** by and between:

Party A (Grantor):	[Name], [Address], [Contact Details]
Party B (Grantee):	[Name], [Address], [Contact Details]

1. Purpose

The purpose of this Agreement is to set forth the terms and conditions under which the Grantor provides subvention to the Grantee for the project entitled **[Project Name]**.

2. Amount & Disbursement

The Grantor agrees to provide a subvention of **[Amount]** to the Grantee. The disbursement will be made according to the following schedule and milestones:

- First Installment: [Amount], upon signing this Agreement
- Subsequent Installments: [Amount(s)], upon completion of [milestones/deliverables]

3. Obligations of the Grantee

- Utilize funds exclusively for the aforementioned project
- Maintain accurate and complete records of expenditures
- Submit periodic reports as specified by the Grantor

4. Reporting & Audit

The Grantee must provide interim and final reports on project outcomes and financial utilization. The Grantor reserves the right to audit the Grantee's accounts related to the project.

5. Duration

This Agreement is effective from **[Start Date]** to **[End Date]**, unless terminated earlier in accordance with the terms herein.

6. Termination

Either party may terminate this Agreement upon [number] days written notice if obligations are not met or by mutual consent.

7. Miscellaneous

- This Agreement constitutes the entire understanding between the parties concerning the subject matter
- Amendments must be documented in writing and signed by both parties

- This Agreement is governed by the laws of [Jurisdiction]

Authorized Signatory

Party A (Grantor)

Authorized Signatory

Party B (Grantee)

Important Notes:

- Always customize the agreement based on the specific requirements of the project and the laws applicable to both parties.
- Clearly define the purpose and eligible use of funds to avoid disputes.
- Include reporting and auditing mechanisms to ensure transparency and compliance.
- Legal review is recommended before signing to protect the interests of both parties.