

## **TRANSFER AGREEMENT FOR AN ONE-TIME CONTRIBUTION**

Between the Government of the Northwest Territories Department of

.....  
(the Government)

and

.....  
(the Recipient)

The parties to this Agreement agree as follows.

Subject to the Conditions of this Agreement, the Government contributes funds toward the operations of the Recipient.

### **Conditions**

1. This Agreement includes all general criteria, terms, conditions, definitions and requirements for Transfer Agreements as set out in the Government's Financial Administration Manual (FAM), the Conditions below, and all specific terms, conditions and requirements in the attachments to this Agreement.
2. Every payment to the Recipient is conditional on the fulfillment of the Recipient's obligations due at the scheduled time of payment. The Government may withhold or reduce payment if the Recipient has not fulfilled its prior obligations.
3. The Government may deduct from any payment of contributed funds or may require repayment of:
  - a) Any portion of previous payments not accounted for as required;
  - b) Any portion of previous payments not expended or reimbursed within the specified time; and,
  - c) The value, as determined by the Government, of any unfulfilled obligations of the Recipient which are due at the scheduled time of payment.
4. The Government may carry out any of the Recipient's obligations under this Agreement when it deems necessary in order to ensure that such obligations are fulfilled when due as specified.

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## **Attachments**

This Agreement includes the following attachments:

- a) The Standard Transfer Agreement Attachment (to be written specifically for this Agreement in the form set out in FAM Policy 1901, Appendix 'B'), which includes:
  - A timed schedule of measurable objectives to be achieved by the Recipient and reported to the Government, complete with the performance measures to be used and the times the reports are due (*if applicable*);
  - A schedule of the times and amounts of contribution payments to be made by the Government to the Recipient;
  - A schedule of the times and amounts of the Recipient's projected expenses and incomes from all sources; and
  - A chart of accounts to be provided by the Recipient to the Government.

*(insert names, positions and signatures of officials authorized to execute the transfer agreement on behalf of all parties and the dates of all signatures)*