

BEST AVAILABLE COPY

Appendix 5A to HB 3, Part 1  
(TM 3:19)

9310838-6  
PD-AAC-926-F1  
11 p.

AGENCY FOR INTERNATIONAL DEVELOPMENT  <b>PROJECT PAPER FACESHEET</b>	1. TRANSACTION CODE <input type="checkbox"/> A = ADD <input checked="" type="checkbox"/> C = CHANGE <input type="checkbox"/> D = DELETE	PP 2. DOCUMENT CODE 3
	<input checked="" type="checkbox"/> C	

3. COUNTRY/ENTITY DSB/N	4. DOCUMENT REVISION NUMBER 3
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5. PROJECT NUMBER (7 digits) 931-0838.14	6. BUREAU/OFFICE A. SYMBOL DS/N B. CODE 10	7. PROJECT TITLE (Maximum 40 characters) Guidelines-Pre-School Interventions
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8. ESTIMATED FY OF PROJECT COMPLETION FY 81 d	9. ESTIMATED DATE OF OBLIGATION A. INITIAL FY 75 B. QUARTER 4 C. FINAL FY 76
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A. FUNDING SOURCE	FIRST FY 79			LIFE OF PROJECT		
	B. FX	C. L C	D. TOTAL	E. FX	F. L C	G. TOTAL
AID APPROPRIATED TOTAL	11		11	372		372
(GRANT) FN	11		11	372		372
(LOAN)						
OTHER 1.						
U.S. 2.						
HOST COUNTRY						
OTHER DONOR(S)						
TOTALS	11		11	372		372

A. APPROPRIATION	B. PRIMARY PURPOSE CODE	11. PROPOSED BUDGET APPROPRIATED FUNCS. \$000:				LIFE OF PROJECT			
		PRIMARY TECH. CODE		THRU FY 79		4. 2ND FY 79		5. 3RD FY	
		C. GRANT	D. LOAN	E. GRANT	F. LOAN	G. GRANT	H. LOAN	I. GRANT	J. LOAN
(1) FN	384	350		361		11			
(2)									
(3)									
(4)									
TOTALS		301		11					

A. APPROPRIATION	LIFE OF PROJECT				12. NUMBER EVAL. DATE SCHEDULED			
	N. 4TH FY	O. 5TH FY	P. 6TH FY	Q. 7TH FY	R. GRANT	S. LOAN	T. GRANT	U. LOAN
(1) FN				372				
(2)								
(3)								
(4)								
TOTALS				372				

13. DATA CHANGE INDICATOR. WERE CHANGES MADE IN THE PIO FACESHEET DATA, BLOCKS 12, 13, 14, OR 15 OR IN PPP FACESHEET DATA, BLOCK 12? IF YES, ATTACH CHANGED PIO FACESHEET.

1 YES  
2 NO

14. ORIGINATING OFFICE CLEARANCE	15. DATE DOCUMENT RECEIVED IN AID/ P. OR FOR AID/ P. DOCUMENTS, DATE OF DISTRIBUTION
SIGNATURE Martin J. Forman	MM DD YY 01 09 79
TITLE Director, DSB/N	

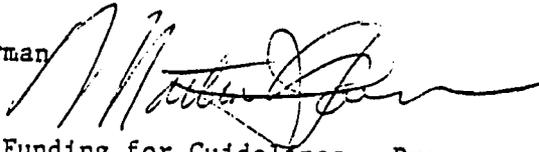
UNITED STATES GOVERNMENT

# Memorandum

TO : DS/PO, Robert Simpson

DATE: September 13, 1979

FROM : DS/N, Martin J. Forman



SUBJECT: Increased Level of Funding for Guidelines - Pre-School Interventions Project 931-0838.14

Problem: Your approval is requested for an \$11,000 increase in project funding, which would increase the total project level from \$361,000 to \$372,000.

Discussion: Harvard University has requested an increase in contract funding under the subject project. As described in the attached DSB/N September 11, 1979 memo, DSB/N considers Harvard's request reasonable and necessary to carry out additional activities being requested by DSB/N for preparation of the final manual.

The \$11,000 increase in contract funding would necessitate an increase in total project funding of \$11,000, increasing the total project funding from \$361,000 to \$372,000.

Recommendation: That you approve the project funding level by signing the attached PAF, Part II.



<b>AGENCY FOR INTERNATIONAL DEVELOPMENT PROJECT AUTHORIZATION AND REQUEST FOR ALLOTMENT OF FUNDS PART I</b>	1. TRANSACTION CODE <input type="checkbox"/> A    A - ADD <input type="checkbox"/> C    C - CHANGE <input type="checkbox"/> D    D - DELETE	<b>PAF</b> 2. DOCUMENT CODE <b>5</b>
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3. COUNTRY/ENTITY <b>DSB/N RDA 09</b>	4. DOCUMENT REVISION NUMBER <div style="border: 1px solid black; display: inline-block; padding: 2px;">3</div>
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5. PROJECT NUMBER (7 digits) <div style="border: 1px solid black; display: inline-block; padding: 2px;">931-0838.14</div>	6. BUREAU/OFFICE A. SYMBOL    B. CODE <b>dsb/n</b> <div style="border: 1px solid black; display: inline-block; padding: 2px;">10</div>	7. PROJECT TITLE (Maximum 40 characters) <div style="border: 1px solid black; display: inline-block; padding: 2px;">Guidelines-Pre-School Interventions</div>
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8. PROJECT APPROVAL DECISION <div style="border: 1px solid black; display: inline-block; padding: 2px;">A</div> <small>A - APPROVED O - DISAPPROVED DE - DEAUTHORIZED</small>	9. EST. PERIOD OF IMPLEMENTATION YRS. <div style="border: 1px solid black; display: inline-block; padding: 2px;">80</div> QTRS. <div style="border: 1px solid black; display: inline-block; padding: 2px;">1</div>
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10. APPROVED BUDGET AID APPROPRIATED FUNDS (\$000)									
A. APPROPRIATION	B. PRIMARY PURPOSE CODE	PRIMARY TECH. CODE		THRU FY 78		THRU FY 79		K. 3RD FY 80	
		C. GRANT	D. LOAN	F. GRANT	G. LOAN	I. GRANT	J. LOAN	L. GRANT	M. LOAN
(1) FN	384	350		361		11			11
(2)									
(3)									
(4)									
TOTALS				361		11			11

A. APPROPRIATION	N. 4TH FY		O. 5TH FY		LIFE OF PROJECT		1. PROJECT FUNDING AUTHORIZED	A. GRANT	B. LOAN
	C. GRANT	P. LOAN	R. GRANT	S. LOAN	T. GRANT	U. LOAN			
(1)					372		ENTER APPROPRIATE CODE(S): 1 = LIFE OF PROJECT 2 = INCREMENTAL LIFE OF PROJECT		
(2)									
(3)									
(4)									
TOTALS						372			

12. INITIAL PROJECT FUNDING ALLOTMENT REQUESTED (\$000)				13. FUNDS RESERVED FOR ALLOTMENT			
A. APPROPRIATION	B. ALLOTMENT REQUEST NO. _____						
	C. GRANT	D. LOAN		TYPED NAME (Chief, SER, FM, FSD)			
(1)				SIGNATURE			
(2)				DATE			
(3)							
(4)							
TOTALS							

14. SOURCE/ORIGIN OF GOODS AND SERVICES     000     941     LOCAL     OTHER \_\_\_\_\_

15. FOR AMENOMENTS, NATURE OF CHANGE PROPOSED

An amendment of the Harvard University Contract AID/ta-C-1311 has been requested to increase contract funding by \$11,000 in order to cover the costs for final Manual preparation. This amendment will increase total contract funding from \$247,734 to \$258,734. Taking into account the amendment for \$11,000, the total project level would be increased from \$361,000 to \$372,000.

FOR PPC/PIAS ONLY	16. AUTHORIZING OFFICE SYMBOL	17. ACTION DATE	18. ACTION REFERENCE (Optional)	ACTION REFERENCE DATE
		MM    DD    YY		MM    DD    YY

AGENCY FOR INTERNATIONAL DEVELOPMENT <b>PROJECT AUTHORIZATION AND REQUEST                  FOR ALLOTMENT OF FUNDS PART I</b>	1. TRANSACTION CODE <input type="checkbox"/> A - ADD <input type="checkbox"/> C - CHANGE <input type="checkbox"/> D - DELETE	PAF <hr/> 2. DOCUMENT CODE 5
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3. COUNTRY/ENTITY DS/N RDA 09	4. DOCUMENT REVISION NUMBER <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block; text-align: center; line-height: 20px;">4</div>
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5. PROJECT NUMBER (7 digits) <div style="border: 1px solid black; width: 100px; height: 20px; display: inline-block; text-align: center;">931-0838.14</div>	6. BUREAU/OFFICE A. SYMBOL DS/N      B. CODE <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block; text-align: center;">10</div>	7. PROJECT TITLE (Maximum 40 characters) <div style="border: 1px solid black; width: 100%; height: 20px; display: inline-block; text-align: center;">Guidelines - Pre-School Interventions</div>
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8. PROJECT ACTION TAKEN APPROVAL DECISION <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block; text-align: center; margin-right: 10px;">A</div> A - APPROVED D - DISAPPROVED DE - DEAUTHORIZED	9. EST. PERIOD OF IMPLEMENTATION YRS. <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block; text-align: center;">08</div> CTRS. <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block; text-align: center;">3</div>
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10. APPROVED BUDGET AID APPROPRIATED FUNDS (\$000)												
A. APPROPRIATION	B. PRIMARY PURPOSE CODE	PRIMARY TECH. CODE				H. 2ND FY		K. 3RD FY				
		C. GRANT	D. LOAN	F. GRANT	G. LOAN	I. GRANT	J. LOAN	L. GRANT	M. LOAN			
(1) FN	384	350		372		0						
(2)												
(3)												
(4)												
TOTALS		372										

A. APPROPRIATION	N. 4TH FY		O. 5TH FY		LIFE OF PROJECT		1. PROJECT FUNDING AUTHORIZED		2. GRANT		3. LOAN	
	C. GRANT	D. LOAN	R. GRANT	S. LOAN	T. GRANT	J. LOAN	ENTER APPROPRIATE CODE(S): 1 = LIFE OF PROJECT 2 = INCREMENTAL LIFE OF PROJECT					
(1)					372							
(2)												
(3)												
(4)												
TOTALS						372			PROJECT FUNDING AUTHORIZED THRU		FY <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block; text-align: center;">79</div>	

12. INITIAL PROJECT FUNDING ALLOTMENT REQUESTED (\$000):				13. FUNDS RESERVED FOR ALLOTMENT  TYPED NAME (Chief, SER/FM/FSD)  SIGNATURE  DATE			
A. APPROPRIATION	B. ALLOTMENT REQUEST NO. _____						
	C. GRANT	D. LOAN					
(1)							
(2)							
(3)							
(4)							
TOTALS							

14. SOURCE/ORIGIN OF GOODS AND SERVICES     
 000     
 341     
 LOCAL     
 OTHER \_\_\_\_\_

15. FOR AMENDMENTS, NATURE OF CHANGE PROPOSED

This amendment is required in order to extend the project from September 1980 through September 30, 1981.

FOR PPC/PIAS ONLY	16. AUTHORIZING OFFICE SYMBOL	17. ACTION DATE	18. ACTION REFERENCE (Optional)	ACTION REFERENCE DATE
		MM DD YY		MM DD YY

PROJECT AUTHORIZATION AND REQUEST FOR ALLOTMENT OF FUNDS

PART II

Entity: Development Support Bureau  
Project: Guidelines - Pre-School Intervention  
Project Number: 931-0838.14

Authorization is given for an extension of the Project ~~from~~ from September 30, 1980 to September 30, 1981. No additional funds are required.

APPROVED

[Signature]

DISAPPROVED

DATE

6.17.80

Clearances:

DS/N:RRBrown	<u>[Signature]</u>	Date	<u>6/17/80</u>
DS/N:MJForman	<u>[Signature]</u>	Date	<u>6/11/80</u>
DS/PO:ASilver	<u>[Signature]</u>	Date	<u>6/11/80</u>
DS/PO:BChapnick	<u>[Signature]</u>	Date	<u>6/11/80</u>

Drafted by: DS/N: HSukin

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AGENCY FOR INTERNATIONAL DEVELOPMENT <b>PROJECT PAPER FACESHEET</b>		1. TRANSACTION CODE <div style="border: 1px solid black; display: inline-block; padding: 2px;">C</div> A = ADD C = CHANGE D = DELETE		PP							
3. COUNTRY/ENTITY DS/N		4. DOCUMENT REVISION NUMBER <div style="border: 1px solid black; display: inline-block; padding: 2px;">4</div>									
3. PROJECT NUMBER (7 digits) <div style="border: 1px solid black; display: inline-block; padding: 2px;">931-0838.14</div>		3. BUREAU/OFFICE A. SYMBOL DS/N		7. PROJECT TITLE (Maximum 40 characters) <div style="border: 1px solid black; display: inline-block; padding: 2px;">Guidelines - Pre-School Interventions</div>							
3. ESTIMATED FY OF PROJECT COMPLETION FY <div style="border: 1px solid black; display: inline-block; padding: 2px;">811</div>		3. ESTIMATED DATE OF OBLIGATION A. INITIAL FY <div style="border: 1px solid black; display: inline-block; padding: 2px;">715</div> B. QUARTER <div style="border: 1px solid black; display: inline-block; padding: 2px;">4</div> C. FINAL FY <div style="border: 1px solid black; display: inline-block; padding: 2px;">719</div> (Enter 1, 2, 3, for 4)									
10. ESTIMATED COSTS (\$000 OR EQUIVALENT \$1 - )											
A. FUNDING SOURCE		Thru FY FIRST FY 79		LIFE OF PROJECT							
		B. FX	C. L/C	D. TOTAL	E. FX						
AID APPROPRIATED TOTAL		372			372						
(GRANT) FN		372			372						
(LOAN)											
OTHER U.S. 1.											
2.											
HOST COUNTRY											
OTHER DONOR(S)											
TOTALS		372			372						
11. PROPOSED BUDGET APPROPRIATED FUNDS (\$000)											
A. APPROPRIATION		B. PRIMARY PURPOSE CODE		PRIMARY TECH. CODE		Thru FY 79		H. 2ND FY		K. 3RD FY	
(1) FN		384		350		372					
(2)											
(3)											
(4)											
TOTALS						372					
A. APPROPRIATION		N. 4TH FY		Q. 5TH FY		LIFE OF PROJECT		12. IN-DEPTH EVALUATION SCHEDULED		MM YY	
(1) FN						372					
(2)											
(3)											
(4)											
TOTALS						372					
13. DATA CHANGE INDICATOR. WERE CHANGES MADE IN THE PID FACESHEET DATA, BLOCKS 12, 13, 14, OR 15 OR IN PRP FACESHEET DATA, BLOCK 12? IF YES, ATTACH CHANGED PID FACESHEET.						1 1 = NO 2 = YES					
14. ORIGINATING OFFICE CLEARANCE											
SIGNATURE Martin J. Forman						15. DATE DOCUMENT RECEIVED IN AID/M OR FOR AID/M OCCU- MENTS. DATE OF DISTRIBUTION					
TITLE Director, DS/N											
DATE SIGNED						MM DD YY					
MM DD YY						MM DD YY					

SUMMARY  
BUDGET REVISIONS

<u>PROJECT</u>		<u>CONTRACT</u>	
1974 Original PROP	\$245,000	6/74 Contract I	\$245,000
7/74 Amendment #1	<u>(+37,000)</u>	7/74 Amendment I	<u>(+37,000)</u>
	282,000		282,000
			<u>-180,000</u> deobligated
		Contract cancelled - at 112,000 convenience of govt. \$112,000 had been expended	
10/75 Revised PROP	353,000	6/76 Contract II	219,341
12/77 Amendment #1	<u>(+8,000)</u>	12/77 Amendment #1	<u>(+28,393)</u>
	363,000		247,734
9/79 Amendment #2	<u>(+11,000)</u>	9/79 Amendment #2	<u>(+11,000)</u>
	\$372,000		\$258,734

June 10, 1980

ACTION MEMORANDUM FOR THE DEPUTY ASSISTANT ADMINISTRATOR, DSB  
FOR FOOD AND NUTRITION

THRU: DS/PO, <sup>*Faso for*</sup> Bernard Chapnick  
FROM: DS/N, Martin J. Forman

Problem: Your approval is requested for an extension of the Project Assistance Completion Date (PACD) of DS/N project 931-0838.14, "Guidelines Pre-School Interventions", from September 30, 1980 to September 30, 1981. This extension will permit completion of the commercial printing and publication of the final product, a multi-volume set of background materials and guidelines for seven major nutrition interventions, designed to assist developing countries and A.I.D. select and implement appropriate interventions for improving the nutrition status of their pre-school population. No additional funds are required.

Discussion: Since there have been several project extensions and a series of contract amendments during the "Life of Project", this memo records the history and reasons for these changes. Project and contract extensions will be discussed first and a budget summary will follow.

The project was designed to provide methodology, background and guidance for developing countries on selection and implementation of pre-school nutrition programs and for A.I.D. and other donors in the provision of assistance for program development. The contractor was tasked to develop a manual which would provide easy access to information about seven major nutrition interventions, including: 1) Nutrition Education; 2) Supplementary Feeding; 3) Food Fortification; 4) Formulated Foods; 5) Agricultural Production; 6) Consumer Food Subsidies; 7) Integrated Health and Nutrition Programs.

1. The project was initiated in January 1974 with a completion date, FY 1975. DS/N was forced to limit bidding on this contract to small businesses, and a contract was signed with Resource Development Associates in June 1974 to carry out project activities. Unfortunately, despite careful selection within the small business universe, the performance of the contractor was not satisfactory, and the contract was terminated in October 1975 for the convenience of the Government. This caused a two-year delay in the project.
2. In October 1975 a revised PROP was approved through FY 1976, and in May 1976 a new contract was awarded to the Harvard Institute of International Development. Although some work under the first contractor could be utilized, it was agreed that Harvard would have to re-do at least part of the background work. In addition it was determined that to prepare guidelines that would be useful for project development and implementation in the field, information would have to be obtained from existing field projects. Harvard proposed a system for collection of this information by mail survey for approximately 200 field projects as well as a series of site visits and investigations. DS/N approved this protocol as necessary for the usefulness and practicality of the guidelines. Because of the calculated time required to carry out this protocol, a PP revision was recommended and approved, extending the Life of Project from FY 1976 through FY 1978. The Harvard contract was scheduled to run through September 1978.

3. Because of delays in obtaining data from several field projects considered important for inclusion in the analyses, Harvard requested and A.I.D. approved a no-cost, contract extension from September 1978 to December 1978.
4. During September and October 1978 drafts of the intervention chapters were reviewed by DS/N personnel. It became obvious that Harvard had not given itself adequate time to systematically compile and organize the large amounts of information collected nor had it selected out the most technically relevant information for use in the field. But it also was obvious that the information obtained was extremely comprehensive and provided for the first time a state-of-the-art paper for each one of the interventions reviewed. It was determined that more work was needed in technically editing the materials, eliminating irrelevant information and organizing the information so it could be used effectively by the intended users.

At this point approximately \$300,000 in A.I.D. funds had been spent on the project, including both contractors. In order to ensure that it would receive a product reflective of this level of investment, DS/N insisted on an intensive, technical review of each set of documents. DS/N determined with Harvard that twelve months more would be necessary to complete the reviews and revisions. Harvard also requested A.I.D. approval for commercial publication of the materials. A.I.D. approved this request, with the provision that each intervention chapter be cleared by A.I.D. prior to publication. Approval of the request also took into consideration that commercial publication of the chapters would be less costly and less time consuming with Harvard than if A.I.D. did the editing and printing itself or contracted a third party.

The PP was extended from December 1978 through December 1979 and an extension of the contract was approved through December 1979.

5. During this year, an intensive review process was organized which brought together technicians from the A.I.D. Regional Bureaus and DSB, OIH, USDA, PAHO as well as outside experts, specialists in each intervention area, to review the Harvard work. Throughout the year, three separate technical reviews for each intervention chapter were held by DS/N before chapters were approved for publication.
6. By November 1979 three chapters still had not been approved, and the publisher informed Harvard that at least six months would be necessary for editing and printing the complete series of chapters. The contract was extended through June 30, 1980. The existing PP and PAF were extended through September 1980.
7. Because those last three chapters were not approved until the end of February 1980, the publisher recently informed Harvard that all eight volumes comprising the finished product would not be ready by June 1980, but rather in February or March of 1981, an estimated six to nine months later. Thus, Harvard has requested an extension from June 30, 1980 to April 30, 1981 to cover this time period.

DS/N has calculated carefully the costs and time involved in commercial printing of the manuscripts. Even with this increased time requirement, DS/N could not have edited and printed the material for ready use by the field, by itself or through another contract, for less money or time. Therefore, DS/N endorses Harvard's request for an additional nine month, no-cost, contract extension and requests your approval of the PACD of the PP from September 30, 1980 to September 30, 1981 to cover this additional time requirement.

While we obviously would have liked to have the finished product in hand at an earlier time, the delays will in no way weaken the effectiveness of the project product. This will be the final request for an extension of the project & contract.

Recommendation: That you approve the project extension by signing the attached PAF, Part II.

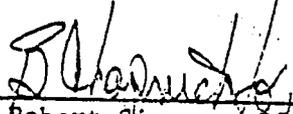
Attachments:

PIO/T  
PP Facesheet  
PAFs Part I & II

PROJECT AUTHORIZATION AND REQUEST FOR ALLOTMENT OF FUNDS  
PAF Part II

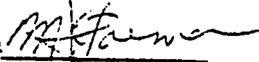
ENTITY : Development Support Bureau  
PROJECT : Guidelines - Pre-School Interventions  
PROJECT NUMBER: 931-0838.14

Authorization is given for an increase in total project funding  
by \$11,000 from \$361,000 to \$372,000.

Signature:   
Robert Simpson, DS/PO

Date: 9/17/79

Clearance:

DS/N: MJForman 

DS/PO: KMilow 