

10

memo to the files  
FROM: JNGUNNING  
SUBJECT: Educational Outputs Measurement Project #931-11-690-994

The PROP for this project was approved on January 30, 1973 ~~and~~ It was determined during ~~budget~~ with a life-of-project budget of \$225,000. ~~Negotiations~~ ~~ensuing negotiations~~ ensuing negotiations with the selected contractor that an additional \$27,000 would be required to fully fund the contract. This was approved by the Associate Assistant Administrator for Program ~~on February 21, 1973.~~ <sup>PROP needed to be not required -- \$9,400</sup> ~~Additional \$9,400~~ was added to the contract ~~in 1975~~ in 1975 to finance a ~~request~~ request from the ~~the~~ Columbia university subcontractor for preconference ~~orientation~~ <sup>+</sup> orientation and post-conference evaluation which was considered entirely reasonable by the Office of Education and accepted by the Program Office.

I have authorized a final increment of \$8,700 to finance publication of the final handbook in a more meaningful format involving six topical Seminar guides and to allow for inflation over the ~~two~~ <sup>2 1/2</sup> year contract. This amounts to less than a 4% increase in the contract cost.

cc: A/SF  
A/CFA, *Charles*

AID 1350-1X (7-71)	DEPARTMENT OF STATE AGENCY FOR INTERNATIONAL DEVELOPMENT	1. Cooperating Country Worldwide <i>3758403</i>	Page 1 of 3 Pages
		2. PIO/T No. 931-11-690-991	3. <input checked="" type="checkbox"/> Original or Amendment No. <i>e 2</i>
		4. Project/Activity No. and Title Educational Outputs Measurement	

DESCRIPTION:	5. Appropriation Symbol 72-11X1025	6.A. Allotment Symbol and Charge 425-31-099-00-20-51	6.B. Funds Allotted to: <input type="checkbox"/> A.I.D./W <input type="checkbox"/> Mission
	7. Obligation Status <input checked="" type="checkbox"/> Administrative Reservation <input type="checkbox"/> Implementing Document		8. Funding Period (Mo., Day, Yr.) From <u>11-15-74</u> to <u>1-30-75</u>
	9.A. Services to Start (Mo., Day, Yr.) Between <u>continuing activities</u>		9.B. Completion date of Services (Mo., Day, Yr.) <u>1-30-75</u>
	10.A. Type of Action <input checked="" type="checkbox"/> A.I.D. Contract <input type="checkbox"/> Cooperating Country Contract <input type="checkbox"/> Participating Agency Service Agreement <input type="checkbox"/> Other		
	10.B. Authorized Agent		

Estimated Financing		(1)	(2)	(3)	(4)
\$1.00=		Previous Total	Increase	Decrease	Total to Date
11. Maximum A.I.D. Financing	A. Dollars		6,590.		6,590.
	B. U.S.-Owned Local Currency				
12. Cooperating Country Contributions	A. Counterpart				
	B. Other				

13. Mission References	14. Instructions to Authorized Agent PROC/CSD is requested to amend the contract (AID/CM/ta-73-8) to: a. provide additional support in the amount of \$6,590. to permit the contractor to sub-contract with the Pontifica Universidad Javeriana, Colombia; and b. extend the funding and completion dates for services to January 30, 1975
	<div style="border: 1px solid black; padding: 5px;"> <p>FUNDS RESERVED BY</p> <p><i>Alc Sirocha</i></p> <hr/> <p>POSTED <i>9/6/74</i></p> </div>

15. Clearances - Show Office Symbol, Signature and Date for all Necessary Clearances.	
A. The specifications in the scope of work are technically adequate TA/EHR William Charleson <i>W Charleson</i>	B. Funds for the services requested are available
C. The scope of work lies within the purview of the initiating and approved Agency Programs TA/EHR James Chandler <i>J Chandler</i>	D. TA/PM Robert Mills
E. <i>(Signature)</i>	F. TA/PM Mary E. Mowynski

For the cooperating country: The terms and conditions set forth herein are hereby agreed to	17. For the Agency for International Development Signature: John Gunning Title: Chief, TA/ Prog Div	18. Date of Signature
Signature and date:		
Title:		

PIO/T

Project/Activity No. and Title  
Educational Outputs Measurement

SCOPE OF WORK

19. Scope of Technical Services

- A. Objective for which the Technical Services are to be Used \$6,590 is requested to permit the contractor to obtain (under sub-contract) the services of the Universidad Javeriana who will:
- B. Description
- a. act as sub-contract/for the Latin American Conference to be held under the contract (Article I (D) 5) of the contract;
  - b. review the documents published under the contract for revision and use in connection with the Latin American Conference;
  - c. prepare an issues paper for outcome measurement in Latin America with recommendations for future research.

Country	Number of Technicians	Specialized Field	Grade and/or Salary	Duration of Assignment (Man-Months)
Guatemala	1	Education		

C. Technicians

(1) (a) Number (b) Specialized Field (c) Grade and/or Salary (d) Duration of Assignment (Man-Months)

20. Duration

(2) Duty Post and Duration of Technicians' Services

(3) Language requirements

(4) Access to Classified Information

(5) Dependents

Will

Will Not

Be Permitted to Accompany Technician

D. Financing of Technical Services

(1) By AID - \$

(2) By Cooperating Country -

AID 1350-1X (9-70)	Cooperating Country Worldwide	PIO/T No. 931-11-690	Page 3 of 3 Pages
PIO/T	Project/Activity No. and Title Educational Outputs Measurement		

22. Reports by Contractor or Participating Agency (Indicate type, content and format of reports required, including language to be used if other than English, frequency or timing of reports, and any special requirements)

Item 22 of the original contract should be amended as follows:

- "1. The Contractor will submit quarterly reports,.....and June 1, 1974." should be amended to read:
  - 1. The Contractor will submit quarterly reports, summarizing progress to date, unresolved problems, and pending decisions. The first such report will be submitted to AID/W on June 1, 1973. Succeeding reports are to be submitted on September 1, 1973, December 1, 1973, March 1, 1974, June 1, 1974, October 1, 1974.
- "3. The Contractor will deliver ..... six (6) weeks of the end of the Conference." should be amended to read:
  - 3. The Contractor will deliver to AID/W an original and two (2) copies of the report of the International Conferences within six (6) weeks of the end of the Conferences.
- "4. )
- "5. )
- "6. ) on-or-before 31-August, 1974" should be amended to read
- "7. )

C. Requirements on or before 30 January 1975.

23. Background Information (Additional information useful to Authorized Agent and Prospective Contractors or Participating Agency; if necessary cross reference Block 19.C.(4) above.)

- Ref. item 19: the sub-contract/ing of a Latin American Institution is deemed by this office and the Latin American Bureau as being essential if the conference is to be viewed as being Latin American in character. This is important for increasing the likelihood of utilization of results.
- Ref. item 14: an additional amount of \$6,500 is requested in order to pay for the participation of the sub-contract/ing. The sum of \$6,100 provided earlier under the first amendment to the contract was to permit Georgetown to hold a conference in Latin America; i.e. pay for the travel and per-diem of participants. No funds were requested for the Latin sub-contract/ing because one had not been identified at the time of amendment number 1. There is no duplication of services or costs between the funds earlier given to Georgetown (\$6,100) and the sum requested in this amendment.

24. Relationship of Contractor or Participating Agency to Cooperating Country and to AID

- A. Relationships and Responsibilities
- B. Cooperating Country Liaison Official
- C. AID Liaison Officials

UNITED STATES GOVERNMENT

# Memorandum

TO : Curtis Farrar, AA/TA

DATE: September 5, 1974

FROM : James ~~Chandler~~, TA/EHR

SUBJECT: Request for geographic source waiver

This memorandum is to request authorization for Georgetown University, under Contract No. AID/JX/ta-C-73-3 (Education Outputs Measurement), to enter into a sub-contract with the Pontificia Universidad Javeriana, Bogota, Colombia.

Under its existing contract, Georgetown University is required to hold two international conferences. The first, held in Ethiopia, was co-sponsored by Haile Sellassie I University, under sub-contract to Georgetown University. The second conference to serve Latin America will be held in Colombia. The second conference, in the opinion of this office and the Latin American Bureau, also requires a local cosponsor.

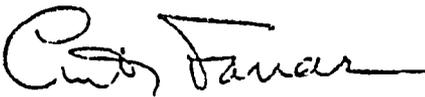
Our discussions with Georgetown University and the Latin America Bureau clearly indicate that Universidad Javeriana is the best institution to play the co-sponsor role with Georgetwon. They have agreed to do so and would provide the following three inputs:

1. Provide a review of the handbook materials already produced and used for the first conference adding and adapting them to better serve a Latin American audience;
2. review the specific issues papers to be provided for the Latin American Conference; and
3. prepare a basic agenda and paper for use in the Latin American Conference concentrating on the use of output measurement in Latin America with recommendations for further research and policy action.

An additional sum of \$6,590. is required to purchase the aforementioned services.

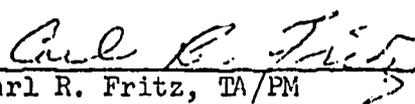
May we please have your authorization to permit Georgetwon University to enter into the sub-contract arrangements required.

Approved

  
C. Farrar AA/TA

Date

9/5/74

  
Carl R. Fritz, TA/PM

Date September 5, 1974



UNITED STATES GOVERNMENT

# Memorandum

TO : Virginia Perelli, CM/COB/TAB

DATE: September 5, 1974

FROM : James Chandler, TD/EMR

SUBJECT: Justification for non-competitive procurement

This memorandum is written to request approval for the non-competitive procurement, under sub-contract procedures, of the services of the Pontificia Universidad Javeriana, Bogota Colombia in connection with the work of Georgetown University under their contract No. AID/CM/ta-C-73-8 (Educational Outputs Measurement).

You will recall that under their contract, Georgetown University is required to hold two international conferences. The first was held in Addis Ababa under sub-contract with Haile Sellassie I University. The second conference, to be held in Latin America, in the the opinion of this office and the Latin American Bureau also requires a co-sponsor.

The Universidad Javeriana in the opinion of the contractor, this office and the Latin American Bureau is clearly the best institution to act as the sub-contracting co-sponsor for the Latin American Conference. This is so not only because they have already been involved with Georgetown University, but also because they are the most outstanding educational research center in Latin America

In our opinion the interests of the project and the Agency will be served best if the Latin American Conference is held with Universidad Javeriana. Two other institutions were considered, but they had neither the facilities nor the standing to warrant considering them as sub-contractors.



PUBLIC SERVICES LABORATORY  
GEORGETOWN UNIVERSITY  
WASHINGTON, D. C. 20007

MUSHKIN  
CTOR

(202) 625-4154

10 July 1974

Dr. William Charleson  
Office of Education and  
Human Resources  
Bureau for Technical Assistance  
Agency for International Development  
Washington, D.C. 20523

Dear Bill,

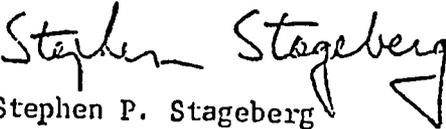
I am writing in response to your request for more information concerning our request for funds for Pontificia Universidad Javeriana in light of the supplemental amount of \$12,680 we have already received of which \$6,100 has been designated for the Latin American conference.

The \$6,100 is for transportation, per diem, translation services, and incidental conference costs incurred beyond the funds available from our original budget which provided for only one conference.

The \$6,590 we are requesting is for the professional assistance and co-sponsorship of the Latin American conference by Javeriana. The staff there has produced some outstanding innovative work in educational outcomes, making their contribution to the conference quite significant. It should be noted the fringe benefit rate of 30% and university overhead rate of 20% listed in our cost proposal are the rates for Javeriana given to us by Dr. Augustin Lombana, the Academic Dean at Javeriana.

I do hope this meets your needs and funding of the request will be possible.

Sincerely,

  
Stephen P. Stageberg

SPS/ag

GEORGETOWN UNIVERSITY  
WASHINGTON, D. C. 20007

ADMINISTRATOR  
AID PROGRAM

May 22, 1974

Ms. V. C. Perelli  
Contracting Officer  
Technical Assistance Branch  
Office of Contract Management  
Agency for International Development  
Washington, D. C. 20523

Ref: AID/CM/ta-C-73-8

Dear Ms. Perelli:

I understand that on the basis of some discussions between Dr. Selma Mushkin, the project director at Georgetown on this contract, and program staff of AID it has been concluded that it would be desirable to arrange for professional participation by the Pontificia Universidad Javeriana of Bogota in one of the conferences scheduled to be held under this contract. This participation would give added professional support to the conference in Latin America and materials that would better carry out the purposes of the AID contract in the Latin American context.

Three professional tasks are contemplated to be subcontracted to this Bogota university that would:

- (1) Provide a review of the handbook materials prepared on educational outcomes focusing on the specific Latin American issues. The progress toward evaluation and analysis in Latin America requires a separate effort to gauge the current status of the work so that the handbook may build on that progress and gain additional implementation that could improve use of loan monies by the donor nations.
- (2) Undertake to review, after the conference, specific issue papers prepared by conference participants.
- (3) Prepare a paper on lines of action for additional technical assistance efforts and research as a basis for further discussion at the conference in Latin America.

The Pontificia Universidad Javeriana of Bogota has a unique interest in projects of the kind being undertaken under the AID contract. It also has a unique interdisciplinary research and policy competence. Its interest and capacity should be brought to bear in furthering the purposes of the meeting in Latin America.

In order to carry out this expanded arrangement, we are requesting, therefore, that the contract be modified to:

1. extend its terminal date to January 30, 1975.
2. incorporate authorization to enter into a subcontractual arrangement

with the Pontifica Universidad Javeriana of Bogota for the services described above.

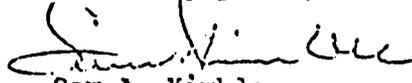
3. increase the amount of the contract by \$7,250 as follows:

- For the Pontifica Universidad Javeriana of Bogota Review of handbook and issue papers prepared by Conference participants (180 professional man hours at \$7 per hour)	\$1,260
Preparation of expert paper on an agenda for further technical assistance and research	1,500
Coordinator of tasks and work at Pontifica Universidad Javeriana (1 person, 7 months, 1/4 time at \$200 per month)	1,400
Telephone and supplies	350
Fringe Benefits (30% of salaries)	1,248
Overhead (20% of salaries)	832
Total	\$6,590
For Georgetown University Added Georgetown University coordination efforts	650
Total	\$7,250

*Georgetown  
study further  
this will*

We would appreciate your early action on this request in order that plans may be firmed up in a timely manner.

Sincerely yours,



Sam A. Kimble  
Administrator of Sponsored Program

AK/pi

*Approved: Stanley Oppenheimer, CA*

*Amended 2 extends to 11/30/75*

9310994(5) 16  
 PD-230-230

AID 1350-1X (9-70)	DEPARTMENT OF STATE AGENCY FOR INTERNATIONAL DEVELOPMENT	1. Cooperating Country worldwide <b>5158403-A</b>	Page 1 of 3 Pages
		2. PIO/T No. 931-11-690-994 - 15	3. <input type="checkbox"/> Original or Amendment No. <u>1</u>
PIO/T	PROJECT IMPLEMENTATION ORDER/TECHNICAL SERVICES	4. Project/Activity No. and Title Educational Outputs Measurement <span style="float: right;">P</span>	

DISTRIBUTION	5. Appropriation Symbol 72-11X1025		6.A. Allotment Symbol and Charge 125-31-099-00-20-51		6.B. Funds Allotted to: <input checked="" type="checkbox"/> A.I.D./W <input type="checkbox"/> Mission	
	7. Obligation Status <input checked="" type="checkbox"/> Administrative Reservation <input type="checkbox"/> Implementing Document				8. Funding Period (Mo., Day, Yr.) From <u>11/15/73</u> to <u>8/31/75</u>	
	9.A. Services to Start (Mo., Day, Yr.) Between <u>continuing activities</u>				9.B. Completion date of Services (Mo., Day, Yr.) <u>8/31/75</u>	
	10.A. Type of Action <input checked="" type="checkbox"/> A.I.D. Contract <input type="checkbox"/> Cooperating Country Contract <input type="checkbox"/> Participating Agency Service Agreement <input type="checkbox"/> Other					
	10.B. Authorized Agent					
	Estimated Financing		(1) Previous Total	(2) Increase	(3) Decrease	(4) Total to Date
\$1.00=						
11. Maximum A.I.D. Financing	A. Dollars	\$6590.	\$2824.		\$9414.	
	B. U.S.-Owned Local Currency				FUNDS RESERVED BY	
12. Cooperating Country Contributions	A. Counterpart				POSTED <u>1/1/75</u>	
	B. Other				SER/PM/CSD	

13. Mission References

14. Instructions to Authorized Agent PROC/CSD is requested to amend the contract (AID/CMTA-73-3) to:

a. provide additional support in the amount of \$2824. to permit the contractor to support two additional tasks deemed appropriate under the sub-contract with the Pontifica Universidad Javeriana, Colombia. These tasks are: i - to prepare an orientation document for participants to the Latin American Conference on Educational Output Measurement, and ii- to prepare a post-Conference evaluation of proposals submitted by Conference participants.

b. extend the funding period from 1/30/75 to 8/31/75 and the completion date for services to 8/31/75.

15. Clearances - Show Office Symbol, Signature and Date for all Necessary Clearances.

A. The specifications in the scope of work are technically adequate TA/EHR William Charleson	B. Funds for the services requested are available TA/PM Robert Mills
C. The scope of work lies within the purview of the initiating and approved Agency Programs TA/EHR James Chandler	D. TA/PM Mary Mozynski
E.	F.

16. For the cooperating country: The terms and conditions set forth herein are hereby agreed to	17. For the Agency for International Development Signature: John Gunning Title: TA/PM	18. Date of Signature
Signature and date:		
Title:		

AID 1350-1X 1B-701  PIO/T	Cooperating Country Worldwide	PIO/T No. 931-11-690-4	Page 2 of 3 Pages
	Project/Activity No. and Title  Educational Outputs Measurement		

**SCOPE OF WORK**

**2. Scope of Technical Services**

**A. Objective for which the Technical Services are to be Used** \$2824. is requested to permit the contractor to obtain (under sub-contract) additional services from the Universidad Javeriana Pontificia, Colombia who will, in addition to services already agreed upon:

- B. Description**
- a. prepare an orientation document for participants to the Latin American Conference on Education Output Measurement, and
  - b. prepare a post-Conference evaluation of proposal submitted by Conference participants.

**C. Technicians n/a**

(1) (a) <u>Number</u>	(b) <u>Specialized Field</u>	(c) <u>Grade and/or Salary</u>	(d) <u>Duration of Assignment (Man-Months)</u>
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(2) Duty Post and Duration of Technicians' Services

(3) Language requirements

(4) Access to Classified Information

(5) Dependents  Will  Will Not Be Permitted to Accompany Technician

**D. Financing of Technical Services**

(1) By AID - \$ \_\_\_\_\_ (2) By Cooperating Country \_\_\_\_\_

AID 1350-1X (9-70)  PIQ/T	Cooperating Country Worldwide	PID/T No. 931-11-690-994	Page <u>3</u> of 3 Pages
Project/Activity No. and Title  Educational Outputs Measurement			

Reports by Contractor or Participating Agency (Indicate type, content and format of reports required, including language to be used if other than English, frequency or timing of reports, and any special requirements)

Item 22 of the original contract (as amended) should be further amended as follows:

"1. The Contractor will submit quarterly reports ...October 1, 1974" should be amended to add the following dates:

(1) The Contractor will submit quarterly reports...1 January 1975, 1 April 1975, 1 July 1975 and 31 August 1975.

"4. )  
"5. )  
"6. ) on or before 30 January 1975" should be amended to read:  
"7. )

on or before 31 August 1975.

Item 22 of the original contract (as amended) should be amended further by adding:

1. The Contractor will submit an orientation document for participants to the Latin American Conference on Education Output Measurement to AID/Washington two weeks (14 days) before the beginning of the Conference.
2. The Contractor will submit a post-Conference evaluation report of proposals submitted by Conference members to AID/ Washington by August 15, 1975.

23. Background Information (Additional information useful to Authorized Agent and Prospective Contractors or Participating Agency; if necessary cross reference Block 19.C(4) above.)

f. item 19: the additional services being requested in the PIOT are deemed, after protracted discussions with the Contractor, the Sub-Contractor and AID/Bogota, to be desirable for further assuring that the Conference co-sponsor (the sub-contractor) plays a significant role. It is further felt, by all concerned, that the two services being requested will materially help to make the Conference more fruitful for all concerned.

Ref. item 14: the additional monies being requested in this PIOT are for new services. There is no duplication with monies earlier provided for sub-contract services. (see memorandum from Georgetown University, Contractor, attached.)

24. Relationship of Contractor or Participating Agency to Cooperating Country and to AID

A. Relationships and Responsibilities

B. Cooperating Country Liaison Official

C. AID Liaison Officials

PUBLIC SERVICES LABORATORY  
GEORGETOWN UNIVERSITY  
WASHINGTON, D. C. 20007

BELMA J. MUSHKIN  
DIRECTOR

(202) 625-4154

75/10 - VG/ag

9 January, 1975

Dr. William Charleson,  
Education and Human Resources,  
Bureau of Technical Assistance,  
Agency for International Development,  
Department of State,  
Washington. D.C. 20523.

Dear Dr. Charleson,

As you requested, I am enclosing the line item budget for the proposed subcontract between Georgetown University and Pontificia Universidad Javeriana. This budget of \$9,414 represents an increase of \$2,824 over the \$6,590 currently included in our contract (AID-CM/ta-C-73-8) for this subcontract.

Javeriana has requested this additional amount to undertake its responsibilities under the contract as determined to be necessary following a reassessment of the work load involved, notably the preparation of an orientation document for participants in the Conference, and post-Conference evaluation of proposals submitted by participants after the meetings. This request seems reasonable to us and consistent with a meaningful contribution from Javeriana University to the general purposes of the project on education outcome measurements.

I hope we may have an early response to this request in view of the time constraints for arranging the Conference in Colombia. As you know, a request for an amendment to the contract to provide for a termination date of August 31, 1975 instead of January 30, 1975, is also pending.

Sincerely,



Violet Gunther

Proposed Budget

Salaries and Wages	\$ 5,067.00
Fringe benefits	1,520.00
Communication Services (mail, phone calls, etc.)	334.00
Office Supplies	167.00
Overhead	2,126.00
Per diem (4 people for 3 days)	200.00
	<hr/>
	\$9,414.00
	<hr/> <hr/>

Budget as provided for in Current Contract

Review of Handbook and issue papers prepared by Conference participants	\$1,260.00
Preparation of expert paper on an agenda for further technical assistance and research	1,500.00
Coordination of tasks and work at Conference	1,400.00
	<hr/>
	\$4,160.00
Fringe benefits (30% of salaries and wages)	\$1,248.00
University overhead (20% of salaries and wages)	832.00
Telephones and supplies	350.00
	<hr/>
	\$2,430.00
	<hr/>
	\$2,430.00
	<hr/> <hr/>
	\$6,590.00
	<hr/> <hr/>

AID 1986-1X (8-70)	DEPARTMENT OF STATE AGENCY FOR INTERNATIONAL DEVELOPMENT	1. Cooperating Country <b>Worldwide 313640x</b>	Page 1 of 5 Pages.
		2. PIO/T No. <b>931-11-690-994-73</b>	
PIO/T	PROJECT IMPLEMENTATION ORDER/TECHNICAL SERVICES	4. Project/Activity No. and Title <b>Educational Outputs Measurement</b> <span style="float: right;">10p</span>	
FY 1973			

DISTRIBUTION	5. Appropriation Symbol <b>72-1131004</b>		6.A. Allotment Symbol and Charge <b>354-31-099-00-20-31</b>		6.B. Funds Allotted to: <input checked="" type="checkbox"/> A.I.D./W <input type="checkbox"/> Mission							
	7. Obligation Status <input checked="" type="checkbox"/> Administrative Reservation <input type="checkbox"/> Subobligation				8. Funding Period (Mo., Day, Yr.) From <b>3/1/73</b> to <b>3/31/74</b>							
	9.A. Service to Start (Mo., Day, Yr.) Between <b>March 1, 1973</b> and <b>March 15, 1973</b>				9.B. Completion date of services (Mo., Day, Yr.) <b>8/31/74</b>							
	10.A. Type of Action <input checked="" type="checkbox"/> A.I.D. Contract <input type="checkbox"/> Country Contract <input type="checkbox"/> Participating Agency Service Agreement <input type="checkbox"/> Other:											
	10.B. Authorized Agent <b>PROC/CSD</b>											
Estimated Financing		(1)	(2)	(3)	(4)							
\$1.00 =		Previous Total	Increase	Decrease	Total to Date							
11. Maximum A.I.D. Financing	A. Dollars		<b>\$150,000</b>		<b>\$150,000</b>							
	B. U.S.-Owned Local Currency											
12. Cooperating Country Contributions	A. Counterpart				<table border="1"> <tr> <td colspan="2">FUNDS RESERVED BY</td> </tr> <tr> <td colspan="2" style="text-align: center;"><i>[Signature]</i></td> </tr> <tr> <td colspan="2">POSTED <b>01-31-73</b></td> </tr> </table>		FUNDS RESERVED BY		<i>[Signature]</i>		POSTED <b>01-31-73</b>	
	FUNDS RESERVED BY											
<i>[Signature]</i>												
POSTED <b>01-31-73</b>												
B. Other												

Mission References	14. Instructions to Authorized Agent
	<p>1. Total funding of this project as presently planned is \$252,053 subject to the availability of funds, of which \$150,000 is provided by this PIO/T.</p> <p>2. FY 1974 funding, subject to the availability of funds, will provide for the completion of project work in the first six months of FY 1975.</p> <p>3. AID/W is authorized to negotiate and execute a contract with Georgetown University to provide the services described herein.</p>

15. Clearances - Show Office Symbol, Signature and Date for all Necessary Clearances.	
A. The specifications in the scope of work are technically adequate TA/EHR, R. W. Schmeding <i>[Signature]</i>	B. Funds for the services requested are available
TA/EHR, J.F. Hilliard <i>[Signature]</i>	
C. The scope of work lies within the purview of the initiating office and approved Agency Programs TA/PM, ABisset <i>[Signature]</i> <b>1/29/73</b>	D.
TA/PM, ECorrel	E.
	F.

16. For the cooperating country: The terms and conditions set forth herein are hereby agreed to	17. For the Agency for International Development	18. Date of issuance
Signature and date: _____	Signature: <i>[Signature]</i> TA/PM, Davis G. Mathiasen	
Title: _____	Title: <b>Assoc. Asst. Administrator</b>	

AID 1880-1X (8-70)	Cooperating Country <b>Worldwide</b>	PIO/T No.	Page 2 of 5 Pages
PIO/T F. 973	Project/Activity No. and Title <b>Educational Outputs Measurement</b>		

**SCOPE OF WORK**

**19. Scope of Technical Services**

A. Objective for which the Technical Services are to be Used    The basic target or purpose of the technical services being sought is to improve awareness and understanding of methodologies for evaluating outputs, so that LDC planners, decision-makers and managers can better appraise the efficiency of their education programs, obtain better measures of benefits derivative from education, *from formal and non-formal, etc.*

The Contractor shall establish a firm collaborative relationship with an LDC social science or educational research organization, and the two organizations shall together lay out the full plans and procedures for carrying out the partnership venture, which shall include, but not be limited to, the following:

- I. Establishment of management and administrative procedures for the project including selection of U.S. and LDC consultants, project co-directors and associated personnel.
- II. Selection of authorities or experts in the field of educational outputs measurement to prepare "methodological papers." The overall (see continuation sheet, *item 19*)

**C. Technicians**

(1) (a) Number	(b) Specialized Field	(c) Grade and/or Salary	(d) Duration of Assignment (Man-Months)
1	Educational outputs measurement	\$3,000 per month	4
1	Economist	1,800 " "	18
2	Economist	1,000 " "	6
2	Research associate	1,170 " "	15

(2) Duty Post and Duration of Technicians' Services: Contractor's duty post: United States. Visits will be made to some LDCs by technicians. LDC selection will be contingent upon consultation with AID/W, LDC personnel and others.

(3) Language requirements

None.

(4) Access to Classified Information

None.

(5) Dependents     Will     Will Not    Be Permitted to Accompany Technician

**D. Financing of Technical Services**

(1) By AID - \$ 150,000

(2) By Cooperating Country -

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22. Reports by Contractor or Participating Agency (Indicate type, content and format of reports required, including language to be used if other than English, frequency or timing of reports, and any special requirements)

1. The Contractor will submit ~~quarterly~~ <sup>quarterly</sup> reports, summarizing progress to date, unresolved problems, and pending decisions. The first such report will be submitted to AID/W on June 1, 1973. Succeeding reports are to be submitted on Sept. 1, 1973, Dec. 1, 1973, March 1, 1974, and June 1, 1974.

2. The Contractor will supply promptly to AID/W four (4) copies of each Monthly Expenditure Report. The Report shall be in the form of copies of the Voucher submitted to AID/W for reimbursement of expenditures under the contract. It shall show by budget line item: (1) total budget from inception of the contract; (2) total expenditures to date; (3) total expenditure for the period of the Voucher.

The four (4) said copies are to be sent to the following offices:

Two (2) copies to AID/W Controller

One (1) copy to AID/W Contracts Officer

One (1) copy to the Office of Education and Human Resources,

Bureau for Technical Assistance, AID/W.

3. The Contractor will deliver to AID/W an original and two (2) copies of the report of the International Conference within six (6) weeks of the end of the Conference.

(see continuation sheet, item 22.)

23. Background Information (Additional information useful to Authorized Agent and Prospective Contractors or Participating Agency; if necessary cross reference Block 19.C(4) above.)

TA/EHR Files.

24. Relationship of Contractor or Participating Agency to Cooperating Country and to AID

A. Relationships and Responsibilities

AID/W-TA/EHR

B. Cooperating Country Liaison Official

Not applicable

C. AID Liaison Officials

TA/EHR, John F. Hilliard, Office Director

TA/EHR, Robert W. Schmading, Project Manager

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directions to guide these paper writers in preparing their papers shall be worked out by the two collaborating organizations, together with consultants and advisors, with the end goal being the production of a handbook, or informational resource for LDC educational decision-makers, planners and managers. (See below for description of handbook.)

Description of the Handbook

- A. Purpose:** The handbook to be produced through this project is intended to be an informational resource for LDC educational decision-makers, planners and managers. Its purpose broadly is to provide a working knowledge of existing and promising new methodologies for the measurement of educational outputs.
- B. Manner of Presentation:**
1. The handbook will be written in a lucid, uncomplicated style, with emphasis upon a non-technical exposition. The audience will be LDC education practitioners--people with operational responsibilities for planning and managing educational programs. An English and Spanish version shall be produced.
  2. The approach will be developmental. The exposition will be organized first to show the different types of outputs of education activities in a typology. Next, there will be an analytical treatment of the various existing and possible new methodologies for measuring such outputs. Each separate methodology will be descriptively summarized, with strengths and weaknesses noted, and illustrations from actual practical employment of certain methodologies included where possible. These "illustrations from practice" will include LDC examples to as great a degree as possible.
- C. Printed Format:** The physical format will be determined by the two collaborating organizations in consultation with AID/W. A loose-leaf form or a hard-bound book form are possibilities.
- D.** A first draft of the handbook shall be prepared for review use at the international conference.
- III. Preparation of a set of prototype designs for needed field research in educational outputs measurement, as for example, actual try-outs of measurement methodologies in LDCs.

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IV. Development of a plan for dissemination of the handbook, with attention being given to these questions, among others: (a) How can the handbook be distributed in timely fashion? (b) How, with a reasonable degree of certainty, can copies of the handbook be placed in the hands of those LDC people who can make best use of it?

V. Convening an international conference whose purposes shall be the review of the first draft of the handbook, the consideration of needed priority field research in the measurement of educational outputs, and the development of a plan for distribution of the completed handbook. Participants in the international conference should be drawn from LDCs for the most part; a few international experts in educational outputs measurement may also be included. The LDC participants should be educational decision-makers, planners and managers--people who have day-to-day responsibility for operating educational programs.

22.

4. The Contractor will deliver to AID/W two thousand (2,000) copies of the printed project handbook. Of this number, thirteen hundred (1,300) will be printed in English and seven hundred (700) will be printed in Spanish. These are to be delivered to AID/W on or before 31 August, 1974.

5. The Contractor will deliver to AID/W an original and fifty (50) copies of the research designs manuscript, on or before 31 August, 1974.

6. The Contractor will deliver to AID/W an original and two (2) copies of the Dissemination Plan, describing an effective procedure for distribution of the handbook, on or before 31 August, 1974.

7. The Contractor will deliver to AID/W an original and fifty (50) copies of the final project report, on or before 31 August, 1974.



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**day-to-day responsibility for operating educational programs.**

**VI. Preparation of project final report; submission to AID/W.**

The project shall be organized in such fashion as to proceed according to definite phases, such as that suggested below.

SUGGESTED PROJECT PHASING

PHASE ONE: one month.

1. The Contractor will establish a collaborative working relationship with an LDC social science or educational research organization. The relationship shall be such that all later contract activities shall represent a true partnership enterprise between the U.S. institution (Contractor) and the LDC organization. As soon as the Contractor has identified the LDC organization with which it proposes to collaborate, notification shall be given to the Project Manager of AID/W, who shall take the necessary steps to obtain Regional Bureau and USAID approval for the involvement of the LDC organization. The working out of final arrangements between the two collaborating organizations shall be contingent upon receipt of such approval.

2. In selecting the collaborating organization, the Contractor shall make every effort to involve LDC people who have close engagement with the public sector, especially with Ministry of Education personnel whose program responsibilities and needs are closely related to educational outputs measurement. The purpose of this stipulation is to assure that the Contractor not link up with an LDC group which has little, if any, continuing association with practical educational program operations. In addition, it would be highly desirable if at least one LDC person associated with the LDC collaborating organization be seconded or assigned in some way from the Ministry of Education of that LDC to work in the project.

PHASE TWO: five months.

1. Once the approval of AID/W and the USAID is obtained (explained above), for the involvement of the LDC organization as a collaborating partner in the project, the two organizations shall work out the full details of the Broad Project Outline (see above). Once these details are agreed upon, full implementation of the project plan will proceed.

2. Paper writers shall complete their work during this phase, under the supervision and guidance of the two organizations.

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3. The two organizations shall make preliminary arrangements for the international conference, identifying possible participants.

4. Field research possibilities shall be identified.

PHASE THREE: four and one-half months.

1. The completed papers shall be edited and incorporated in the first draft of the handbook. An English original and a Spanish translation will be produced. These will be reviewed by AID/W.

2. Research designs shall be put together in preliminary form. These designs shall be reviewed by AID/W.

3. Planning for the international conference shall be finalized. The planning will be reviewed by AID/W.

PHASE FOUR: six and one-half months.

1. The international conference will be held, and handbook and research designs reviewed by conference participants. Ideas for distributing the handbook will be solicited from conference participants. A report on the conference will be prepared and delivered to AID/W.

2. The final draft of the handbook, reflecting review comments of conference participants and others, will be prepared and submitted to AID/W for final review. Following this review, the handbook will be printed in final format, and two-thousand (2000) copies delivered to AID/W, of which 1300 will be in English and 700 will be in Spanish.

3. The set of research designs, also reflecting review comments of conference participants and others, will be submitted to AID/W for review, and following such review shall be put into final form. An original and fifty (50) copies of the research designs manuscript shall be delivered to AID/W.

4. A dissemination plan, describing an effective procedure for distribution of the handbook, will be prepared and delivered to AID/W.

PHASE FIVE: one month (final month of the project).

The two organizations shall prepare the final report of the project. This report will be an accounting, in narrative form, of the entire

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project, from its beginning to its conclusion, with particular attention given to the experience of the two institutions with the collaborative undertaking, and including recommendations to AID/W for ways to make future such partnership projects as this one truly effective ventures, citing problems and pitfalls to be avoided.

DESCRIPTION OF THE HANDBOOK

A. Purpose: The handbook to be produced through this project is intended to be an informational resource for LDC educational decision-makers, planners and managers. Its purpose broadly is to provide a working knowledge of existing and promising new methodologies for the measurement of educational outputs.

B. Manner of Presentation:

1. The handbook will be written in a lucid, uncomplicated style, with emphasis upon a non-technical exposition. The audience will be LDC education practitioners—people with operational responsibilities for planning and managing educational programs. An English and Spanish version will be produced.

2. The approach will be developmental. The exposition will be organized first to show the different types of outputs of education activities in a typology. Next, there will be an analytical treatment of the various existing and possible new methodologies for measuring such outputs. Each separate methodology will be descriptively summarized, with strengths and weaknesses noted, and illustrations from actual practical employment of certain methodologies included where possible. These "illustrations from practice" will include LDC examples to as great a degree as possible.

C. Printed Format: The physical format will be determined by the two collaborating organizations in consultation with AID/W. A loose-leaf form or a hard-bound book form are possibilities.

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4. The Contractor will deliver to AID/W two-thousand (2,000) copies of the printed project handbook. Of this number, thirteen-hundred (1,300) will be printed in English and seven-hundred (700) will be printed in Spanish. These are to be delivered to AID/W on or before 31 August, 1974.
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