

AID 1350-1X  
(7-71)  
  
PIO/T

DEPARTMENT OF STATE  
AGENCY FOR  
INTERNATIONAL DEVELOPMENT  
  
PROJECT IMPLEMENTATION  
ORDER/TECHNICAL  
SERVICES

1. Cooperating Country  
TAB Interregional  
  
2. PIO/T No.  
931-1103-3178209  
  
4. Project/Activity No. and Title  
931-1103  
Demonstration of Health Policy Analysis  
Techniques

Page 1 of 6 Pages  
  
3.  Original or  
Amendment No. 54  
  
12

DISTRIBUTION

5. Appropriation Symbol  
~~AAA~~ 72-11X1024

6.A. Allotment Symbol and Charge  
424-31-099-00-20-71

6.B. Funds Allotted to:  
 A.I.D./W  Mission

7. Obligation Status  
 Administrative Reservation  Implementing Document

8. Funding Period (Mo., Day, Yr.)  
From 7/15/77 To 11/30/78

9.A. Services to Start (Mo., Day, Yr.)  
Between 7/15/77 and 7/30/77

9.B. Completion date of Services  
(Mo., Day, Yr.) 11/30/78

10.A. Type of Action  
 A.I.D. Contract  Cooperating Country Contract  Participating Agency Service Agreement  Other

10.B. Authorized Agent  
CM/COD/TAB

Estimated Financing		(1) Previous Total	(2) Increase	(3) Decrease	(4) Total to Date
\$1.00=					
11. Maximum A.I.D. Financing	A. Dollars		82,000		82,000
	B. U.S.-Owned Local Currency				
12. Cooperating Country Contributions	A. Counterpart				
	B. Other				

13. Mission References

14. Instructions to Authorized Agent

Prepare and enter into a contract with the a contractor for the execution of the work described herein.

Article # Voucher Identification. In each instance of voucher (SF1034) submission made by the contractor for payment hereunder, the following identification data will appear on the face of the voucher:  
Contract: AID/  
Project 931-1103  
Project Office TAB/H/HP

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

A. The specifications in the scope of work are technically adequate <i>J. Davis</i> 5/17/77 TA/H:JDavis/HCORDOVA	B. Funds for the services requested are available <i>M. Mozynski</i> TA/PPU:MMozynski
C. The scope of work lies within the purview of the initiating and approved Agency Programs <i>M. D. Howard</i> TA/H:LMHoward, M.D.	D. <i>L. Wakefield</i> 7/13/77 TA/PPU:LWakefield
E. <i>R. Newman</i> TA/H:RDNewman	F. SER/DM:WLee (phone 6/17/77) NE/TECH:JAlden (phone 6/20/77)

6. For the cooperating country: The terms and conditions set forth herein are hereby agreed to

Signature and date:  
Title:

17. For the Agency for International Development

Signature: *Mary G. Mozynski*  
Title:

18. Date of Signature  
7/17/77

PIO/T

TAB Interregional

Project/Activity No. and Title

931-1103

Demonstration of Health Policy Analysis Techniques

## SCOPE OF WORK

## 19. Scope of Technical Services

## A. Objective for which the Technical Services are to be Used

To promote the utilization of health policy analysis techniques in health resource allocation decisions.

## B. Description

The contractor will develop a tool (a procedural manual and guide) for demonstrating the application of a relevant policy analysis technique (probably simple linear programming) to an important health policy problem (resource allocations for preventive and curative health services). A structured group process component to promote the maximum involvement of LDC participants and assure the development of information required for the model must be included in the manual.

The procedural manual and guide will outline the steps to be taken to define the parameters of a problem, identify alternatives, collect information to describe alternative approaches, analyze information, compare alternatives analytically and present findings.

(continued on page 6 of 6 pages)

## C. Technicians

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

As required

(2) Duty Post and Duration of Technicians' Services

N/A

(3) Language requirements

N/A

(4) Access to Classified Information

N/A

(5) Dependents Will Will Not

Be Permitted to Accompany Technician

## D. Financing of Technical Services

(1) By AID - \$ 82,000 (see illustrative budget)

(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)**

Within four months of contract issuance by CM/COD/TAB, the contractor will submit a report (original and four copies) of his literature review to TA/H for evaluation.

Within eleven months of contract issuance, the contractor will make a presentation in TA/H, AID/W, of his demonstration model and its procedural manual to a group of external experts to be convened by TA/H and NE/TECH.

Within seventeen months of contract issuance and after field testing, the contractor will submit fifty copies of his revised manual and guide.

Contractor shall submit three copies of all reports listed as being a product of the contract (administrative, progress, final and technical reports containing research and development findings) to the Documentation Coordinator, TA/PPU/EUI, Technical Assistance Bureau, Agency for International Development, Washington, D. C. 20523, or his designee. Such reports shall include a title page showing the title of the report, project title as set forth in this contract (or grant) and the contract number. One copy of each report shall be clearly typed or printed on white paper so that it may be photographed to produce a microfilm master. Technical reports shall be accompanied by an author-prepared abstract.

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

TA/H:JDavis

NE/TECH:JAlden

PIO/T

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## LOGISTIC SUPPORT

## 25. Provisions for Logistic Support

A. Specific Items (Insert "X" in applicable column at right. If entry needs qualification, insert asterisk and explain below in C. "Comments")

	IN KIND SUPPLIED BY		FROM LOCAL CURRENCY SUPPLIED BY		TO BE PROVIDED OR ARRANGED BY SUPPLIER
	AID	COOPERATING COUNTRY	AID	COOPERATING COUNTRY	
(1) Office Space					
(2) Office Equipment					
(3) Housing and Utilities					
(4) Furniture					
(5) Household Equipment (Stoves, Refrig., etc.)					
(6) Transportation in Cooperating Country					
(7) Transportation To and From Country					
(8) Interpreter Services/Secretarial					
(9) Medical Facilities					
(10) Vehicles (official)					
(11) Travel Arrangements/Tickets					
Other: (specify) (12) IBM 5100 Mini-Computer	*				
(13)					
(14)					
(15)					

## B. Additional Facilities Available From Other Sources

 APO PX COMMISSARY OTHER (specify, e.g., duty free entry, tax exemption)

\*To be furnished to the contractor by SER/DM for the purpose of the field test to be conducted over a two-month period beginning about the twelfth month after contract issuance.

## C. Comments

ILLUSTRATIVE BUDGET

Salaries and Benefits	24 man months	45.0
Overhead		22.0
Travel and Per Diem		7.0
Data Processing		2.0
Supplies		1.0
Contingency		6.0
	TOTAL	<u>82.0</u>

CONTINUATION  
SHEET

FORM SYMBOL

DEPARTMENT OF STATE  
AGENCY FOR  
INTERNATIONAL DEVELOPMENT

TITLE OF FORM

 Worksheet  Issuance

PAGE 6 OF 6 PAGES

1. Cooperating County  
TAB Interregional

2.a. Code No.

2.b. Effective Date

2.c. Amendment  
 Original OR No: \_\_\_\_\_

3. Project/Activity No. and Title

931-1103

Demonstration of Health Policy Analysis  
TechniquesIndicate block  
numbers.

Use this form to complete the information required in any block of a PIO or PA/PR form.

19.  
Con't from  
page 2

The structured group process component of the manual will require more developmental effort than will the articulation of the analytical method chosen. The optimum group process for health planning purposes are, for the most part, not adequately understood by entities involved in health planning in LDCs. TA/H feels that the selection and the planning of the appropriate group process method are critical. Therefore, this small element of the demonstration manual will receive considerable attention. It is expected that the experience gained in planning and using the appropriate structured group process for this project should be of help in future health planning endeavors by the Agency.

The demonstration developed by this project will require 3-4 persons for 3-4 weeks to conduct the analysis and will result in a 3-4 day presentation of the analysis in a workshop attended by health sector decision makers.

More specifically, the contractor:

a. Survey the literature in two areas: 1) the use of techniques for analysis of health policies in LDCs, and 2) the characteristics of various, structured group methods in terms of their application to sensitizing health policy makers to analytical techniques, development of information required by the analytical process and development of consensus around the preferred alternatives defined in the policy analysis process.

b. Prepare a draft manual describing the analytical tool to be utilized and the structured group process to be undertaken in utilization of the tool.

c. Following AID/W approval of the manual, field test the manual and guide in an LDC to be selected by the Near East Bureau.

d. Revise the manual and guide on the basis of experience with its use in the field test.