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**Agency for International Development**

**Washington, D. C. 20523**

**Bureau for Africa**

**Sierra Leone**

**Opportunities Industrialization Centers (OPG)**

**Project No. 636-0168**

**Project Proposal Supplement and Authorization Amendment Package**

**Authorization Amendment Date:**

**September 4, 1981**

**Agency for International Development  
Washington, D. C. 20523**

**Bureau for Africa**

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## ACTION MEMORANDUM FOR THE ASSISTANT ADMINISTRATOR FOR AFRICA (ACTING)

FROM : AAA/AFR/DR. <sup>John W. Koehring</sup> John W. Koehring

SUBJECT : Sierra Leone Opportunities Industrialization Center Project  
(PDC Project No. 932-0076) (AFR Project No. 636-0168) -  
Increase in Life of Project Funding

Problem: Your approval is required to amend the authorization for subject project and thereby approve an increase in total authorized life-of-project (LOP) funding by \$233,000 from \$894,708 to \$1,127,708. The funds will come from the EHR account. One hundred nine thousand dollars will be obligated in FY 1981. The remaining \$124,000 will be obligated in FY 1982, subject to the availability of funds.

Discussion:A. Project Background and Description:

The Sierra Leone Opportunities Industrialization Project originated when a Specific Support Grant (AID/PIA-G-1125) was awarded to OICI in June 1975 by AID's Bureau of Private and Development Co-operation (PDC). The grant was authorized under PDC project number 932-0076. The purpose of the grant was to "support OICI's vocational training and enterprise development activities through: a) funding the cost of OICI headquarters staff and activities at Philadelphia; and b) funding those OICI overseas programs analyzed and approved by AID Bureaus." Using funds authorized through that grant, OICI established vocational training programs in several African countries - one of which was Sierra Leone.

OICI's Sierra Leone subproject was established in FY 1977. The Project's objective is "to create and institutionalize a community based non-formal vocational and management development program so that school dropouts may qualify for and acquire productive employment." The Project was to have a five-year life and be completed in FY 1982.

In FY 1979, it was determined that responsibility for the Sierra Leone OIC Project would be shifted from PDC to the Africa Bureau. Accordingly, funds authorized by PDC under project 932-0076 for the support of the Project in FY 1980 and FY 1981 (\$894,708) were transferred to the Africa Bureau. Using these funds, the Africa Bureau issued an OPG (AFR-G-1586) to OICI to finance implementation of the Sierra Leone OIC Project during FY 1980 and FY 1981. A project number - 636-0168 - designating the Project's status as a Sierra Leone project was assigned.

OICI's Sierra Leone program focuses on the establishment and operation of Manpower Training Centers in Bo and Freetown. At these centers, school dropouts and rural post primary school leavers are given vocational and management training together with assistance in securing employment upon graduation. The capacity of the centers is 260 trainees per year or about 1250 trainees over the life of the project.

USAID/Sierra Leone and GOSL feel that OICI has made substantial progress toward the objectives of the project and are very supportive of continued OICI presence. Toward that end, OICI is currently in the process of preparing a proposal requesting AID support for the continuation of its Sierra Leone program. Any successor or continuation project will be subject to an intensive Bureau appraisal before approval.

As a result of the above circumstances, it is requested that total authorized life-of-project funding for this Project be increased by \$233,000 from \$894,708 to \$1,127,708. One hundred nine thousand dollars of this increase represents the portion of OICI's approved budget for FY 1981 which was not covered by the funds transferred from PDC to the Africa Bureau. The remaining \$124,000 will finance OICI's current level of operations in Sierra Leone from October 1, to November 30, 1981 and provide continuity between OICI's existing program and its continuation proposal, which will be reviewed in early FY 1982.

B. Financial Requirements:

OICI will require \$233,000 of AID appropriated funds prior to November 30, 1981. One hundred nine thousand dollars of these funds will be obligated in FY 1981. The remaining \$124,000 will be obligated in FY 1982, subject to the availability of funds. These funds will be spent as follows:

<u>Line Item</u>	<u>FY 81 Budget</u>	<u>Budget from 10/1 to 11/30/81</u>
1. Personnel	31,041	12,068
2. Consultants	-	4,375
3. Travel and Transportation	24,961	21,608
4. Other Direct Costs	1,094	1,688
5. Local Program	10,290	35,109
6. Commodities/Equipment	-	-
7. Allowances	14,966	19,081
8. Participants	-	-
9. Indirect Cost	26,353	29,612
Total	<u>108,705</u>	<u>123,541</u>

C. Analyses and Requirements:

This authorization amendment does not affect the basic validity of the original project proposal's technical and socio-economic analyses. The amendment falls within Section 216.2(c)(2)(i) of A.I.D. Regulation 16 as a categorical exclusion to AID's environmental requirements. The exclusion has been approved by the Africa Bureau's Environmental Advisor. No human rights issues have been raised. The requirements of FAA Section 611(a) have been satisfied.

D. Committee Action and Congressional Apprisement:

The Project Committee has recommended that no further committee review of this amendment is necessary, insofar as the only action required is an addition of funds. No change to the project design nor its goal and purpose is required. The Committee has recommended this action be transmitted directly to AA/AFR.

Congress was apprised of AID's intent to provide additional funds to the project during FY 1981 on July 14, 1981. This notification expired on July 29, 1981 with no objection.

E. Project Officers

The Project will be managed in the field by Mr. Alex Dickie, AID Affairs Officer, USAID/Sierra Leone. Mr. E. H. Smith, AFR/DR/CCWAP will be the officer responsible for the Project in AID/W.

Recommendation: That you sign the attached Project Authorization Amendment for the Sierra Leone Opportunities Industrialization Center Project (PDC Project No. 932-0076) (AFR Project No. 636-0168) and thereby increase total authorized LOP funding by \$233,000 from \$894,708 to \$1,127,708.

Attachment: a/s

Drafted by: AFR/DR/CCWAP:ESmith:cel:8/10/81.

Clearances:

- AFR/DR/CCWAP: RAnderson [Signature]
- AFR/DR/EHR: MSeymour [Signature]
- AFR/CWA: EWilkinson [Signature]
- AFR/DP: GCauvin [Signature]
- GC/AFR: LDeSoto [Signature] 8/31/81
- AFR/HA: HSmith [Signature] 8/2/81
- AFR/Dk: LBond [Signature]
- AFR/DR/SDP: BBoyd [Signature] 8/1/81

Project Authorization Amendment

Name of Entity : Opportunities Industrialization Center  
International

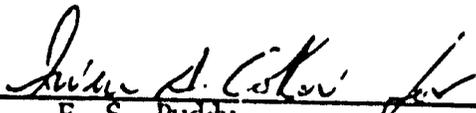
Name of Project : Sierra Leone Opportunities Industriali-  
zation Center Project

Number of Project: (PDC Project No. 932-0076)  
(AFR Project No. 636-0168)

1. Pursuant to Section 105 of the Foreign Assistance Act of 1961, as amended, grant funding in the amount of \$894,708 for an Opportunities Industrialization Center International Project for Sierra Leone (the "Project") was authorized on May 2, 1979.
2. That authorization is hereby amended to increase grant funding in the amount of \$233,000 from \$894,708 to \$1,127,708.

Date

9/4/81

  
\_\_\_\_\_  
F. S. Ruddy  
Assistant Administrator  
for Africa

INITIAL ENVIRONMENTAL EXAMINATION

OR

CATEGORICAL EXCLUSION

Project Country: Sierra Leone

Project Title: Opportunities Industrialization Centers (636-0168)

Funding: FY (s) 1981, 1982 \$ 233,000

IEE Prepared by: *E. H. Smith*, AFR/DR/CCWAP

Environmental Action Recommended:

Positive Determination \_\_\_\_\_

Negative Determination \_\_\_\_\_

Categorical Exclusion:

This activity meets the criteria for Categorical Exclusion in accordance with Section 216.2 (C) and is excluded from further review because:

The activity proposed for A.I.D. financing is a \$233,000 amendment to an OPG to support the development of vocational training centers. Section 216.2(c)(2)(1) of A.I.D. Regulation 16 (the A.I.D. Environmental Procedures) provides a categorical exclusion from those regulations of programs which are for education, technical assistance or training and which will not directly affect the environment.

Concurrence: \_\_\_\_\_  
 Bureau Environmental Officer

APPROVED *David L. Boyd*

DISAPPROVED \_\_\_\_\_

DATE 9/1/81

Clearance: GC/AFR *AD* Date 31 August 1981

PROJECT DATA SHEET

1. TRANSACTION CODE

A = Add  
 C = Change  
 D = Delete

Amendment Number

1

DOCUMENT CODE

3

2. COUNTRY/ENTITY  
Sierra Leone

3. PROJECT NUMBER

636-0168

4. BUREAU/OFFICE

Africa

06

5. PROJECT TITLE (maximum 40 characters)

Opportunities Industrialization Center

6. PROJECT ASSISTANCE COMPLETION DATE (PACD)

MM DD YY  
09 30 82

7. ESTIMATED DATE OF OBLIGATION  
(Under "B:" below, enter 1, 2, 3, or 4)

A. Initial FY 79 B. Quarter 4 C. Final FY 82

8. COSTS (\$000 OR EQUIVALENT \$1 = )

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	558		558	1,128		1,128
(Grant)	( 558 )	( )	( 558 )	( 1,128 )	( )	( 1,128 )
(Loan)	( )	( )	( )	( )	( )	( )
Other U.S.						
1.						
2.						
Host Country		20	20		130	130
Other		2	2		67	67
<b>TOTALS</b>	<b>558</b>	<b>22</b>	<b>580</b>	<b>1,128</b>	<b>197</b>	<b>1,325</b>

9. SCHEDULE OF AID FUNDING (\$000)

A. APPROPRIATION	B. PRIMARY PURPOSE CODE	C. PRIMARY TECH. CODE		D. OBLIGATIONS TO DATE		E. AMOUNT APPROVED THIS ACTION		F. LIFE OF PROJECT	
		1. Grant	2. Loan	1. Grant	2. Loan	1. Grant	2. Loan	1. Grant	2. Loan
(1) III	760	920		895		109		1,128	
(2)									
(3)									
(4)									
<b>TOTALS</b>				<b>895</b>		<b>109</b>		<b>1,128</b>	

10. SECONDARY TECHNICAL CODES (maximum 6 codes of 3 positions each)

11. SECONDARY PURPOSE CODE

12. SPECIAL CONCERNS CODES (maximum 7 codes of 4 positions each)

A. Code

B. Amount

13. PROJECT PURPOSE (maximum 480 characters)

Create and institutionalize a community based non-formal vocational and management development program so that school dropouts may qualify for and acquire productive employment.

14. SCHEDULED EVALUATIONS

Interim MM YY MM YY Final MM YY  
09 31 81 09 31 82

15. SOURCE/ORIGIN OF GOODS AND SERVICES

000  941  Local  Other (Specify) UB 13

16. AMENDMENTS/NATURE OF CHANGE PROPOSED (This is page 1 of a page PP Amendment)

Increase total authorized life of project funding by \$233,000.

17. APPROVED BY

Signature *John W. Kochring*

Title  
John W. Kochring, AAA/AFR/DR

Date Signed MM DD YY

18. DATE DOCUMENT RECEIVED IN AID/W, OR FOR AID/W DOCUMENTS, DATE OF DISTRIBUTION

MM DD YY 7



**OIC**  
INTERNATIONAL



OPPORTUNITIES INDUSTRIALIZATION CENTERS INTERNATIONAL INC.

240 West Tulpehocken Street • Philadelphia, PA 19144 • United States of America • Telephone 215 342-0220 Telex: 902021 OIC INTLPHA

Rev. Leon H. Sullivan,  
Founder & Chairman of the Board

Gary Robinson  
Executive Director

June 18, 1981

Mr. Edward Smith  
Project Officer-Sierra Leone  
Department of State  
Agency for International Development  
2441 New State Building  
Washington, D.C. 20523

RE: OIC International, Inc.  
Sierra Leone Project  
Grant: AID/AFR G-1586

Dear Mr. Smith:

As a follow-up to previous telephone conversations regarding Sierra Leone Project's required funding, you will find enclosed four schedules.

The four schedules essentially provide the required supporting details for the grant's required additional funding for the two periods, i.e., the balance due for the year ending September 30, 1981, \$108,705 and the planned financial needs for the two months, October 1981 and November 1981, \$123,541. The required funding's grand total represents an additional obligation, \$232,246.

I trust that the information is satisfactory. If there are any questions, please contact us.

Thank you in advance for your immediate review and processing.

Respectfully yours,

Kura Abedje  
Director, Finance & Administration  
KA/awr

Enclosures

cc: Michael Snyder, Grant Officer  
Alex Dickie, AID Affairs Officer/American Embassy  
Director, Planning & Program Development/OICI

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"Together We Help Ourselves"

OIC INTERNATIONAL, INC.  
SIERRA LEONE PROJECT  
BUDGET

OCTOBER 1, 1980 TO NOVEMBER 30, 1981

Grant: AID/AFR G-1586

Summary Request (Schedule No.1)

Line Item	Approved/Issued Obligations			Requested Funding Budget			Grand Totals (3 + 6)
	10/1/79- 9/30/80	10/1/80- 9/30/81	Sub- Total	10/1/80- 9/30/81	10/1/81- 11/30/81	Sub- Total	
Personnel							
U.S.	\$ 131,079	\$ 88,420	\$219,499	\$ 31,041	\$ 12,068	\$ 43,109	\$ 262,608
Local	116,982	--	116,982	--	--	--	116,982
Consultants	1,250	--	1,250	--	4,375	4,375	5,625
Travel & Transport.	69,166	71,103	140,269	24,961	21,608	46,569	186,838
Other Direct Costs	20,307	3,116	23,423	1,094	1,688	2,782	26,205
Local Program	---	29,312	29,312	10,290	35,109	45,399	74,711
Commodities/Equipment	19,481	--	19,481	--	--	--	19,481
Allowances	66,933	42,631	109,564	14,966	19,081	34,047	143,611
Participants Costs	3,351	--	3,351	--	--	--	3,351
	<u>428,549</u>	<u>234,582</u>	<u>663,131</u>	<u>82,352</u>	<u>93,929</u>	<u>176,281</u>	<u>839,412</u>
Indirect Cost Allocation	129,159	102,418	231,577	26,353	29,612	55,965	287,542
	<u>\$ 557,708</u>	<u>\$ 337,000</u>	<u>\$ 894,708</u>	<u>\$ 108,705</u>	<u>\$ 123,541</u>	<u>\$ 232,246</u>	<u>\$1,126,954</u>
	(A)	(B)		(C)	(D)		

Note:

- A) Reference is made to grant's amendment No.2
- B) Refer to schedule No.2
- C) Same as above
- D) Refer to schedules No. 3 & 4

Prepared 6/18/81

OIC INTERNATIONAL, INC.  
 SIERRA LEONE PROJECT  
 BUDGET  
 OCTOBER 1, 1980 TO SEPTEMBER 30, 1981

Grant AID/AFR G-1586 Information Purposes (Schedule No. 2) Line Item	Approved Budget (A)	Obligation Received (B)	Balance Due
Personnel			
U.S.	\$ 119,461	\$ 88,420	\$ 31,041
Consultants	---		
Travel & Transportation	96,064	71,103	24,961
Other Direct Costs	4,210	3,116	1,096
Commodities/Equipment	---		
Allowances	57,597	42,631	14,966
Participants Costs	---		
Local Program	39,602	29,312	10,290
	<u>316,934</u>	<u>234,582</u>	<u>82,352</u>
Indirect Cost prior year	27,350	27,350	---
current year	<u>101,421</u>	<u>75,068</u>	<u>26,353</u>
	<u>\$ 445,705</u>	<u>\$ 337,000</u>	<u>\$ 108,705</u>

Notes:

- A) Current year's budget approved per grant's amendment No. 2, dated 8/31/79
- B) Obligation, \$337,000 authorized per same amendment.

OIC INTERNATIONAL, INC.  
 SIERRA LEONE PROJECT  
 BUDGET  
 OCTOBER 1, 1981 TO NOVEMBER 30, 1981

Grant No: AID/AFR G-1586  
 Summary (Schedule No. 3)

Line Items	Operating Components			TOTAL
	Central (Headquarters)	TCT	LOCAL	
Personnel	\$ 12,068	\$	\$	\$ 12,068
Consultants	4,375			4,375
Allowances	2,461	16,620		19,081
Travel & Transportation	19,673	1,935		21,608
Other Direct Costs	844	844		1,688
Local Program			35,109	35,109
	<u>39,421</u>	<u>19,399</u>	<u>35,109</u>	<u>93,929</u>
Indirect (Overhead) Cost				
A) @ 32.1% X \$93,929 - \$3,362 x 50%	29,612			29,612
	<u>\$ 69,033</u>	<u>\$ 19,399</u>	<u>\$ 35,109</u>	<u>\$ 123,541</u>

Note:

A) Indirect Cost's computation is made as follows:

Base direct cost	\$93,929
Less:	
Local Program's Commodities/ Equipment at OICI's share, i.e., 3,362 - 50% =	<u>1,681</u>
	<u>92,248</u>
Multiplied by:	
Latest approved negotiated rate @ 32.1%	<u>\$ 29,612</u>

OIC INTERNATIONAL, INC.  
 SIERRA LEONE PROJECT  
 BUDGET  
 OCTOBER 1, 1981 TO NOVEMBER 30, 1981

Grant No: AID/AFR G-1586  
 Details (Schedule No. 4)

Line Item	Description	
<b>Personnel</b>		
<b>Salary</b>		
Program Advisor	5pr x \$1,303	\$ 6,515
Vocational Specialist-Automotive	4pr x 692	<u>2,768</u>
		9,283
<b>Benefits (A)</b>	30% of salary	<u>2,785</u>
		<u>12,068</u>
<b>Consultant</b>		
Evaluation, end of project fee	\$175/day x 25 days	4,375
<b>Allowances (B)</b>		
Post allowance, class 15		
Program Advisor	WF/2=\$80 x 5 pr	400
Vocational Specialist	WF/2=\$51 x 4 pr	<u>204</u>
		<u>604</u>
<b>Overseas Differential</b>		
Program Advisor	20% x \$6,515	1,303
Vocational Specialist	20% x \$2,768	<u>554</u>
		<u>1,857</u>
<b>House/Quarters</b>		
Program Advisor	annual rent due Oct 81	8,000
<b>Household maintenance &amp; Repairs</b>		
Household maintenance & Repairs	\$175/mo x 2 mos	350
Household security	\$125/mo x 2 mos	250
Household utilities	\$155/mo x 2 mos	310
<b>Temporary lodging quarter</b>		
Vocational Specialist	30 days x \$44/day x staff + 2 dependents	3,960
<b>Educational allowance</b>		
	1 child @ k-R grade 1st semester	<u>3,750</u>
		<u>19,081</u>
<b>Travel and Transportation (C)</b>		
Domestic, U.S.A.		
Debriefing, 1 staff		
Flight cost	\$125 (Phila/NC)	125
Local travel, rail, taxi	\$25/day x 5 days	125
Per diem	\$75/day x 5 days	<u>375</u>
		<u>625</u>

OIC INTERNATIONAL, INC.  
 SIERRA LEONE PROJECT  
 BUDGET  
 OCTOBER 1, 1981 TO NOVEMBER 30, 1981

Grant No: AID/AFR G-1586  
 Details (Schedule No. 4)

<u>Line Item</u>	<u>Description</u>	
Consultant Travel		
Local travel, rail, taxi	\$30/day x 10 days	\$ 300
International		
Flight cost, R & R	\$1,685/trip x 3 persons (Sierra Leone/London/ Sierra Leone)	5,055
End of contract	\$1,055 + 2/3 x 1,055 (Sierra Leone/NC)	1,758
	\$965 (Sierra Leone/Phila)	965
Consultant	\$1,800 x 1 (NY/Sierra Leone/NY)	1,800
Excess Baggage		
End of contract	\$10/kilo x 10 kilos x 3 persons	300
Local travel (TCT)	22.5/mile x 600 miles	135
Per diem (TCT)	\$90/day x 10 days	900
Per diem (consultant)	\$90/day x 10 days	900
Shipping & Storage		
unaccompanied air	\$4.50/lbs x 600 lbs	2,700
surface shipment	\$23/cwt x 2500 lbs	5,750
storage - out	flat fee	350
	\$35/mo x 2 mos	70
		<u>21,608</u>
Other Direct Costs (D)		
Bank charges	\$24/mo x 2 mos	48
Office supplies	\$200/mo x 2 mos	400
Postage	\$25/mo x 2 mos	50
Telephone & Telegraph	\$280/mo x 2 mos	560
Resource materials	\$50/mo x 2 mos	100
Miscellaneous	\$40/mo x 2 mos	80
		<u>1,638</u>

Notes:

- (A) Benefits consider the following
- |                             |           |
|-----------------------------|-----------|
| FICA Tax                    | <u>3</u>  |
| Pension                     | 7         |
| Hospitalization & insurance | 10        |
| Unemployment tax            | 10        |
| Workmen's compensation      | 2         |
|                             | <u>1</u>  |
|                             | <u>30</u> |
- (B) All allowances except post allowance and overseas differential is paid from post by technical cooperation team (TCT)
- (C) All travel and transportation costs, except local travel and per diem, TCT, are paid by Central (Headquarters)
- (D) All other direct costs are shared on an equal basis.

OIC INTERNATIONAL, INC.  
SIERRA LEONE PROJECT  
BUDGET  
OCTOBER 1, 1981 TO NOVEMBER 30, 1981

Grant No: AID/AFR G-1586  
Details (Schedule No. 4)

Line Item	Description		
Local Program	BO, SIERRA LEONE	FREETOWN SIERRA LEONE	
Personnel			
Salary	32 staff @ \$17,102/mo	6 staff @ \$1,914/mo	\$38,032
Benefits	28% of salary	40% of salary	<u>15,821</u>
			<u>53,853</u>
Consultant	1 person	1 person	<u>1,672</u>
Travel & Transportation			
Local travel	\$777/mo	\$70 mo	1,694
Per diem	\$655/mo	--	1,310
Vehicle, gas & maintenance	\$2,141/mo	\$70/mo	<u>4,422</u>
			<u>7,426</u>
Other Direct Costs			
Renovations	\$160/mo	\$46/mo	412
Rent	\$250/mo		500
Electricity	\$138/mo	\$52/mo	380
Insurance	\$42/mo		84
Bank charges	\$40/mo		80
Office Supplies	\$395/mo	\$253/mo	1,296
Telephone	\$59/mo	\$58/mo	234
Postage	\$14/mo	\$5/mo	38
Printing & Reproduction	\$96/mo		192
Resource materials	\$12/mo		24
Miscellaneous	\$292/mo	\$40/mo	<u>664</u>
			<u>3,904</u>
Commodity/Equipment			
Training supplies			
consumable	\$990/mo	\$62/mo	2,104
non-consumable	\$457/mo		914
Equipment maintenance	\$151/mo	\$21/mo	<u>344</u>
			<u>3,362</u>
			<u>70,217</u>
Less: Local input @ 50%			<u>35,108</u>
			<u>\$35,109</u>