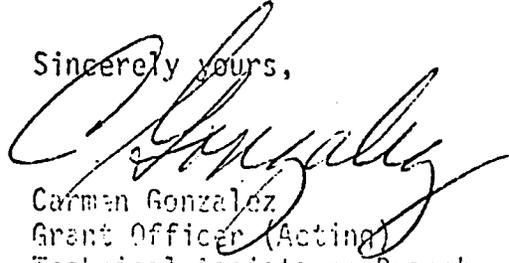




letter to acknowledge your acceptance of the conditions under which the funds have been granted.

Sincerely yours,



Carmen Gonzalez  
Grant Officer (Acting)  
Technical Assistance Branch  
Central Operations Division  
Office of Contract Management

Attachments:

- A. Program Description
- B. Standard Provisions
- C. Payment Provision

ACCEPTED:

BY: *Spencer R. Dudley, Jr.*

TITLE: Executive Director

DATE: May 10, 1976

FUNDS ASSIGNED	
Approp. No.	72-11X1026
Subact. No.	426-31-099-00-26-61
Obj. No.	3168633 259
Amount	30,000.00
Proj. No.	931-11-999-003-73
	926 4.26.76

PROGRAM DESCRIPTION

PROPOSAL TO ORGANIZE AN INTERNATIONAL SYMPOSIUM ON THE UTILIZATION OF HILL LAND

I. Introduction

The West Virginia University proposes to organize, and with the co-sponsorship of such organizations as the USDA (Pasture Research Laboratory, University Park, Pa.), U.S. A.I.D., American Forage and Grassland Council, W. Va. Soil Conservation Society and certain national organizations, a conference or symposium on the utilization of hill land and disturbed land resources, to be held in Morgantown, W. Va., during October 1976. It is proposed that this conference will be international in scope, with guest speakers and participants from countries with experience in the area of hill land use. Major emphasis of the conference will be on the effective development of marginal land for agricultural purposes through the production of both food crops and of animal protein.

A committee to examine the feasibility of holding such a meeting was appointed at West Virginia University in April, 1975, and has met on several occasions since that time. They make the following recommendations:

A. That the conference consist of a 5 day period of presentation of scientific papers, both plenary and contributed, plus one day for the organization of local tours to areas of interest, e.g. Allegheny Highland Project, experiment station research farms, reclaimed strip mine areas, soil conservation projects, etc.

B. That the headquarters for the conference be the Lakeview Country Club, located near Cheat Lake approximately 10 miles from Morgantown, with back-up facilities at Mont Chateau Lodge (on Cheat Lake), or in

Morgantown motels.

C. That the Council or organizers of the symposium consider the possibility of arranging pre- or post-conference tours to places of interest (research institutes, universities, conservation projects, etc.) in the eastern United States, but that the organization of such tours be handled by a commercial travel agency.

D. That subjects for the conference might include the following:

1. Factors affecting land use in hill country: definitions, limitations, potential of hill land.

2. Economics of hill land utilization.

3. Multiple uses of hill land: animal production, forestry, recreation, etc.

4. Problems of disturbed land areas, particularly strip mined and eroded land: problems of soil, revegetation, environmental effects, animal production.

5. Hill land improvement techniques: seeding, brush control, fencing, fertilization, machinery, plant selection.

6. Hill ecosystems: climatic and micro-climatic effects on plant and animal metabolism and productivity in upland environments.

7. Crop production systems on hill land: management systems, shifting cultivation, minimum and no-tillage systems, benches and terraces.

8. Animal production systems on hill land: intensive and extensive systems, harvesting of domesticated vs. game species, pasture management, winter feeding, and animal health and nutrient requirements in the hill environment.

9. Social and cultural relationships in hill farming communities: problems of communication, motivation, implementation, etc.

These are merely suggested discussion areas; they may be modified, eliminated, combined, as desired.

E. That, assuming the above areas can be arranged to provide eight-ten sections, two sections be run simultaneously each day of the 5 day conference with provision for joint sessions at the beginning and end of the program. Each section will consist of an invited, or plenary, and discussion session, to be held in the morning and a contributed paper session to be held in the afternoon. The morning session should involve no more than four invited speakers, with ample allowance for discussion and audience participation. Format for the contributed paper program is open to suggestion, but the most acceptable approach would probably be the delivery of a 10-12 minute paper, followed by 3-5 minutes for discussion. Not all submitted papers would be presented at the conference, but all papers approved by the publications committee would appear in the Proceedings. Contributed papers would deal both with research results and with specific problems of hill land use in various geographic areas.

One or two evening sessions may be in order.

F. That invited speakers or discussants from other countries be reimbursed for travel and maintenance expenses by organizers of the conference. The possibility of an honorarium should be considered. Authors of contributed papers would be expected to find their own funds or to apply for assistance to the funding agencies for the conference.

G. That West Virginia University assume the responsibility of recording and publishing the Proceedings of the conference in appropriate

monograph or book form. Presentation and publication of papers would be in English.

H. That suitable entertainment - banquets, ladies and childrens programs, etc. - be organized by appropriate committees when the format of the conference has been established.

The committee estimates that attendance at the meeting might be of the order of 300-400 persons. As a tentative estimate of the total financial support required, assuming 25 guest speakers from abroad, we suggest \$50,000 - \$60,000. Within this total budget, West Virginia University will request the following major sums from different agencies to support specific items:

Agency for International Development - \$30,000 - \$25,000 of this will be used for international travel and \$5,000 for publication costs.

Rockefeller Foundation - \$10,000 - \$5,000 of this will be used for international travel and \$5,000 for publication costs.

USDA - ARS ----- \$10,000 - Travel and local expenses.

The W. V. U. Foundation has agreed to contact various industrial interests and local and state agencies to obtain approximately \$10,000 to cover the costs of travel within the United States and of the various local expenses which will be incurred by the conference. West Virginia University and the U.S.D.A. will also contribute those fractions of the time and labor of academic and technical personnel required for the successful organization and publication of the Proceedings of the conference.

## II. Specific Description of Project

A. Funds provided herein will be used to fund travel costs for international guest speakers on the subject and publication of the proceedings of the symposium in a state-of-the-art format.

B. The symposium will:

1. Bring together an international group of scientists who are actively working on the problems of hill land agriculture;
2. Promote international collaboration among scientists to generate and disseminate information on the subject.

C. The general administrative arrangements are:

1. The symposium will consist of a five (5) day period of presentation of scientific papers plus one (1) day of field trips to places of topical interest in the local area.
2. The symposium will be held at the Lakeview Country Club located 10 miles from Morgantown, West Virginia.
3. Twenty (20) to twenty-five (25) guest speakers and discussants from other countries will be invited and will be reimbursed for travel and maintenance expenses. Developing countries to be represented will include: Malaysia, Taiwan, Colombia, Costa Rica, and Kenya. Other speakers will be from Japan, Australia and Europe.
4. Attendance at the symposium will be between 300-400 persons.
5. The symposium will be divided into two sections which will be run simultaneously each day for five days. Each section will have a daily plenary and discussion session in the morning and a contributed paper session in the evening.

Subjects to be discussed at the Symposium will include but

not be limited to:

- a. Factors affecting land use in hill country: definitions, limitations, potential of hill land.
- b. Economics of hill land utilization.
- c. Multiple uses of hill land: animal production, forestry, recreation, etc.
- d. Problems of disturbed land areas, particularly strip mined and eroded land: problems of soil, revegetation, environmental effects, animal production.
- e. Hill land improvement techniques: seeding, brush control, fencing, fertilization, machinery, plant selection.
- f. Hill ecosystems: climatic and micro-climatic effects on plant and animal metabolism and productivity in upland environments.
- g. Crop production systems on hill land: management systems, shifting cultivation, minimum and no-tillage systems, benches and terraces.
- h. Animal production systems on hill land: intensive and extensive systems, harvesting of domesticated vs game species, pasture management, winter feeding and animal health and nutrient requirements in the hill environment.
- i. Social and cultural relationships in hill farming communities: problems of communication, motivation, implementation, etc.

D. Illustrative Budget (overall, and including funds provided by this Grant.)

1. SYMPOSIUM EXPENDITURESTravel and Subsistence

Speakers/delegates from developing countries	\$18,000
Speakers from developed countries	28,000
	<u>\$46,000</u>

Workshop and Arrangements

Announcements, preparation of brochures, postage, secretarial assistance	\$10,000
Meeting costs and arrangements (equipment rental, local transportation, etc.)	10,000
	<u>\$20,000</u>

Publications

Editing, printing & mailing (3000-4000 copies)	<u>\$20,000</u>
	<u>\$86,000</u>

Total Symposium Costs2. SYMPOSIUM INCOMEAID

International travel of speakers	\$25,000
Publication of Proceedings	5,000
	<u>\$30,000</u>
<u>Agriculture Research Service, USDA</u>	\$ 8,000

Rockefeller Foundation \$15,000

American Forage and Grassland Council \$ 1,500

Benedum Foundation \$ 7,500

Industry, State sources \$10,000

Registration fees

Estimated registration - 350 @ \$40/person \$14,000

Total Symposium Income \$86,000

E. Reports

The University of West Virginia Foundation will be responsible for recording the proceedings of the Symposium and for preparing, in consultation with AID, and publishing these proceedings in monograph or bookform with

conventional, including mechanical, binding and with good quality printed covers and paper. For this purpose, the grantee will name an experienced person to be the editor of the proceedings publication. The editor will be assigned his task no later than July 31, 1976.

The editor will establish criteria for the form and format of the publication and for the papers that may be contributed to it, including their length and style. He will set and maintain deadlines, to insure that final publication will occur not later than four months after the Symposium ends. He will also be responsible for preparing any Symposium plenary statements or summaries generated, the preparation of appropriate forward and back-matter, for copy-editing, and for arranging for printing, binding, and dissemination of the publication.

Five hundred copies of the printed proceedings will be for AID use. The grantee will disseminate these to USAID Missions, LDC development, research and academic institutions, and others as directed by AID. AID will assist the grantee to develop a comprehensive distribution list for this purpose. The distribution list should be ready by January 1977. Liaison and coordination with the grantee regarding this publication project will be through AID's offices of TA/AGR and TA/PPU/EUI.

STANDARD PROVISIONS

a. Allowable Costs and Payment (Oct. 1974)

The Grantee shall be reimbursed for costs incurred in carrying out the purposes of this Grant which are determined by the Grant Officer to be allowable in accordance with the terms of this Grant and Subpart 15.2 of the Federal Procurement Regulations (FPR) (Principles and Procedures for use in Cost Reimbursement Type Supply and Research Contracts with Commercial Organizations)\* in effect on the date of this Grant. Payment of allowable costs shall be in accordance with Attachment C of this Grant.

[\*If this Grant is made to a university, the applicable cost principles are "Federal Management Circular, 73-8 (Cost Principles for Educational Institutions)" instead of Subpart 15.2 of the FPR as cited above]

b. Accounting, Records, and Audit (Oct. 1974)

The Grantee shall maintain books, records, documents, and other evidence in accordance with the Grantee's usual accounting procedures to sufficiently substantiate charges to the grant. The Grantee shall preserve and make available such records for examination and audit by AID and the Comptroller General of the United States, or their authorized representatives (1) until the expiration of three years from the date of termination of the program and (2) for such longer period, if any, as is required to complete an audit and to resolve all questions concerning expenditures unless written approval has been obtained from the AID Grant Officer to dispose of the records. AID follows generally accepted auditing practices in determining that there is proper accounting and use of grant funds. The Grantee agrees to include the requirements of this clause in any subordinate agreement hereunder.

c. Refunds (Oct. 1974)

(1) If use of the Grant funds results in accrual of interest to the Grantee or to any other person to whom Grantee makes such funds available in carrying out the purposes of this Grant, Grantee shall refund to AID an amount equivalent to the amount of interest accrued.

(2) Funds obligated hereunder but not disbursed to the Grantee at the time the grant expires or is terminated, shall revert to AID, except for funds encumbered by the Grantee by a legally binding transaction applicable to this Grant. Any funds disbursed to but not expended by the Grantee at the time of expiration or termination of the Grant shall be refunded to AID.

(3) If, at any time during the life of the Grant, it is determined by AID that funds provided under the Grant have been expended for purposes not in accordance with the terms of the Grant, the Grantee shall refund such amounts to AID.

d. Equal Opportunity Employment (Oct. 1974)

With regard to the employment of persons in the U.S. under this Grant, Grantee agrees to take all reasonable steps to ensure equality of opportunity in its employment practices without regard to race, religion, sex, color or national origin of such persons and that; in accordance with Title VI of the Civil Rights Act of 1964, when work funded by this Grant is performed in the U.S. no person shall, on the grounds of race, religion, sex, color or national origin, be excluded from participation, be denied benefits, or be subjected to discrimination. In addition, the Grantee agrees to comply in accordance with its written assurance of compliance, with the provisions of Part 209 of Chapter II, Title 22 of the Code of Federal Regulations, entitled "Non-Discrimination in Federally Assisted Programs of the Agency for International Development - Effectuation of Title VI of the Civil Rights Act of 1964."

e. Termination (Oct. 1974)

This Grant may be terminated at any time, in whole or in part, by the Grant Officer upon written notice to the Grantee, whenever for any reason he shall determine that such termination is in the best interest of the Government. Upon receipt of and in accordance with such notice, the Grantee shall forthwith take immediate action to minimize all expenditures and obligations financed by this Grant, and shall cancel such unliquidated obligations whenever possible. Except as provided below, no further reimbursement shall be made after the effective date of termination, and the Grantee shall within thirty (30) calendar days after the effective date of such termination repay to the Grantor all unexpended portions of funds theretofore paid by the Grantor to the Grantee which are not otherwise obligated by a legally binding transaction applicable to this Grant. Should the funds paid by the Grantor to the Grantee prior to the effective date of this termination of this Grant, be insufficient to cover the Grantee's obligations pursuant to the aforementioned legally binding transaction, the Grantee may submit to the Grantor within (90) calendar days after the effective date of such termination a written claim covering such obligations, and, subject to the limitations contained in the Grant, the Grant Officer shall determine the amount or amounts to be paid by the Grantor to the Grantee under such claim.

f. Officials Not to Benefit (Oct. 1974)

No member of or delegate to Congress or resident commissioner shall be admitted to any share or part of this Grant or to any benefit that may arise therefrom; but this provision shall not be construed to extend to this Grant if made with a corporation for its general benefit.

g. Covenant Against Contingent Fee (Oct. 1974)

The Grantee warrants that no person or selling agency has been employed or retained to solicit or secure this Grant upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee except bona fide employees or bona fide established commercial or selling agencies maintained by the Grantee for the purpose of securing business. For breach or violation of this warranty, AID shall have the right to cancel this Grant without liability or, in its discretion, to deduct from the Grant amount, or otherwise recover, the full amount of each commission, percentage, brokerage, or contingent fee.

h. Nonliability (Oct. 1974)

AID does not assume liability with respect to any claims for damages arising out of work supported by its grants.

i. Amendment (Oct. 1974)

The Grant Agreement may be amended by formal modifications to the basic grant document or by means of an exchange of letters between the AID Grant Officer and an appropriate official of the Grantee.

j. Grant Agreement (Oct. 1974)

The letter to the Grantee signed by the Grant Officer, the Program Description and the Standard Provisions which have been reviewed and agreed to by the Grantee, constitute the Grant Agreement.

k. Notices (Oct. 1974)

Any notice given by any of the parties hereunder, shall be sufficient only if in writing and delivered in person or sent by telegraph, cable, registered or regular mail as follows:

To the cognizant AID Grant Officer

To Grantee - At Grantee's address shown in this Grant, or to such other address as either party shall designate by notice given as herein required. Notices hereunder, shall be effective when delivered in accordance with this clause or on the effective date of the notice, whichever is later.

1. Travel and Transportation (Oct. 1974)

(1) The Grant Officer hereby approves international travel hereunder provided that the Grantee shall obtain written concurrence from the cognizant technical office in AID prior to sending any individual outside the United States to perform work under the Grant. For this purpose the Grantee shall advise the Project Manager at least thirty (30) days in advance of any travel to be undertaken outside the United States. After concurrence is received the Grantee shall provide the cognizant USAID Mission or U.S. Embassy advance notification with a copy to the project officer of the arrival date and flight identification of Grant financed travellers.

(2) Travel to certain countries shall, at AID's option, be funded from U.S.-owned local currency. When AID intends to exercise this option, it will so notify the Grantee after receipt of advice of intent to travel required above. AID will issue a Government Transportation Request (GTR) which the Grantee may exchange for tickets, or AID will issue the tickets directly. Use of such U.S.-owned currencies will constitute a dollar charge to this grant.

(3) The Grantee agrees to travel by the most direct and expeditious route, and to use less than first class transportation unless such use will result in unreasonable delay or increased costs.

(a) All international air travel under this Grant shall be made on United States flag carriers. Exceptions to this rule will be allowed in the following situations provided that the Grantee certifies to the facts in the voucher or other documents retained as part of his Grant records to support his claim for reimbursement and for post audit:

1. Where a flight by a United States carrier is scheduled but does not have accommodations available when reservations are sought;

2. Where the departure time, routing, or other features of a United States carrier would interfere with or prevent the satisfactory performance of official business;

3. Where a scheduled flight by a United States carrier is delayed because of weather, mechanical, or other conditions to such an extent that use of a non-United States carrier is in the Government's interest;

Travel and Transportation - Page 2 of 2

4. Where the appropriate class of accommodations is available on both United States and non-United States carriers, but the use of the United States carrier will result in higher total United States dollar cost to the grant due to additional per diem or other expenses; and

5. Where the appropriate class of accommodations is available only on a non-United States carrier and the cost of transportation and related per diem on the non-U.S. carrier is less than the cost of available accommodations of another class on a United States carrier and related per diem.

(b) All international air shipments under this grant shall be made on United States flag carriers unless shipment would, in the judgment of the Grantee, be delayed an unreasonable time awaiting a United States carrier either at point of origin or transshipment, provided that the Grantee certifies to the facts in the vouchers or other documents retained as part of the Grant records to support his claim for reimbursement and for post audit.

(4) Travel allowances shall be reimbursed in accordance with the Federal Travel Regulations (FTR).

m.

Ineligible Countries (Oct. 1974)

Unless otherwise approved by the Grant Officer, no grant funds will be expended in countries ineligible for assistance under the Foreign Assistance Act of 1961, as amended, or under acts appropriating funds for foreign assistance.

**Best Available Document**

n.

Subordinate Agreements (Oct. 1974)

The placement of subordinate agreements (e.g., leases, options, etc.), grants, or contracts with other organizations, firms or institutions and the provisions of such subordinate agreements are subject to prior written consent of the Grant Officer if they will be funded hereunder. In no event shall any such subordinate agreement, grant, or contract be on a cost-plus-a-percentage-of-cost basis. Subordinate contractors (including suppliers) shall be selected on a competitive basis to the maximum practicable extent consistent with the obligations and requirements of this Grant.

Best Available Document

o. Publications (Oct. 1974)

(1) If it is the Grantee's intention to identify AID's contribution to any publication resulting from this Grant, the Grantee shall consult with AID on the nature of the acknowledgment prior to publication.

(2) The Grantee shall provide the Project Manager with one copy of all published works developed under the Grant. The Grantee shall provide the Project Manager with lists of other written work produced under the Grant.

(3) In the event grant funds are used to underwrite the cost of publishing, in lieu of the publisher assuming this cost as is the normal practice, any profits or royalties up to the amount of such cost shall be credited to the Grant.

(4) The Grantee is permitted to secure copyright to any publication produced or composed under the Grant. Provided, the Grantee agrees to and does hereby grant to the Government a royalty-free, non-exclusive and irrevocable license throughout the world to use, duplicate, disclose, or dispose of such publications in any manner and for any purpose and to permit others to do so.

**Best Available Document**

p. Patents (Oct. 1974)

(1) Grantee agrees to notify the Grant Officer, in writing, of any invention or discovery conceived or first actually reduced to practice in the course of or under this Grant. The Grant Officer will determine the patent rights to be afforded the Grantee in accordance with the Presidential Memorandum and Statement of Government Patent Policy of FR 16887.

(2) Nothing contained in this clause shall imply a license to the Government under any patent or be construed as affecting the scope of any license or other right otherwise granted to the Government under any patent.

**Best Available Document**

9.

Title to and Use of Property (Grantee) (Oct. 1974)

Title to all property financed under this Grant shall vest in the Grantee, subject to the following conditions:

(1) The Grantee shall not, under any Government contract or subcontract thereunder, or any Government grant, charge for any depreciation, amortization, or use of any property title to which remains in the Grantee under this clause.

(2) The Grantee agrees to use and maintain the property for the purpose of the grant.

(3) With respect to items having an acquisition cost of \$1,000 or more, title to which vests in the Grantee, the Grantee agrees:

(a) to report such items to the Grant Officer from time to time as they are acquired and to maintain a control system which will permit their ready identification and location.

(b) to transfer title to any such items to the Government in accordance with any written request therefor issued by the Grant Officer at any time prior to final payment under the Grant.

PAYMENT PROVISIONPeriodic Grant Disbursement

Each month, or at less frequent intervals as agreed upon in advance, Grantee will submit to the Office of Financial Management, FM/CSD, AID, Washington, D.C. 20523 Voucher Form SF 1034 (original) and SF 1034-A, three copies, each voucher identified by the appropriate grant number, in the amount of estimated cash needs for the following month. The voucher shall be supported by an original and two copies of a report rendered as follows:

Amount of Grant	\$xxx
Expended to date	\$xxx
Expended this period (by line item as set forth in budget)	
1.	\$xxx
2.	\$xxx
3.	\$xxx
etc.	
TOTAL THIS PERIOD	\$xxx
Advances outstanding to subgrantees (if any)	\$xxx
Anticipated expenditures next month (dates)	\$xxx
Cash received to date	\$xxx
Cash required next month	\$xxx

The report shall include a certification as follows:

"The undersigned hereby certifies: (1) that the above represents the best estimates of funds needed for expenditures to be incurred over the period described, (2) that appropriate refund or credit to the grant will be made in the event funds are not expended, (3) that appropriate refund will be made in the event of disallowance in accordance with the terms of this grant and (4) that any interest accrued on the funds made available herein will be refunded to AID.

BY \_\_\_\_\_

TITLE \_\_\_\_\_ DATE \_\_\_\_\_