PD-AAS-167

UNCLASSIFIED

AGENCY FOR
INTERNATIONAL
DEVELOPMENT

ANNUAL BUDGET SUBMISSION

FY 82

SIERRA LEONE

BEST AVAILABLE

JUNE 1980

UNITED STATES INTERNATIONAL DEVELOPMENT COOPERATION AGENCY
WASHINGTON, D.C. 20523

UNCLASSIFIED

FY 1982

ANNUAL BUDGET SUBMISSION

USAID/SIERRA LEONE

June, 1980

FY 1982 ANNUAL BUDGET SUBMISSION

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FY 1982 ANNUAL BUDGET SUBMISSION

TABLE I - LONG RANGE PLAN BY APPROPRIATION ACCOUNT ($ Thousands)

Decision Unit SIERRA LEONE

Development Assistance	FY 1980 Est.	FY 1981 Est.	FY 1982 Request Minimum	FY 1982 Request AAFL	PLANNING PERIOD 1983	1984	1985	1986
Agriculture, Rural Dev. & Nutrition Grants	1,050	3,585	3,845	3,310	3,000	3,000	3,000	3,000
Education Grants	309	-	-	-	-	-	-	-
Selected Dev. Activities Grants	332	-	-	-	-	-	-	-
TOTAL DA ACCOUNTS Grants	1,691	3,585	3,845	3,310	3,000	3,000	3,000	3,000
PL 480 (non-add)								
Title I	1,200	1,400	1,400	4,700	5,000	5,000	5,000	5,000
Title II	2,007	2,358	2,641	2,641	3,000	3,000	3,000	3,000
TOTAL PERSONNEL								
USDH	4	4	1	4	4	4	4	4
FNDH	4	4	3	4	4	4	4	4

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TABLE III - PROJECT OBLIGATIONS BY APPROPRIATION ACCOUNT
FY 1980 TO FY 1982
($ thousands)

Decision Unit Sierra Leone

APPROPRIATION ACCOUNT	FY 1980	FY 1981	FISCAL YEAR 1982 MINIMUM	FISCAL YEAR 1982 CURRENT	FISCAL YEAR 1982 AAPL
Agriculture, Rural Development and Nutrition	1,050	3,585	3,845		3,310
636-0102 Adaptive Crop Research and Extension (G)	-	2,585	1,345		1,345
636-0110 Mano River Union Agri-Data Center(G)	-	-	-		965
636-0111 CARE Rural Roads II (OPG)	1,050	-	-		-
636-0113 Rural Roads Maintenance (G)	-	1,000	2,500		1,000
Education	309	-	-		-
636-0168 OICI Vocational Training (OPG)	309	-	-		-
Selected Development Activities	332	-	-		-
636-0108 Increasing Revenue for Development (G)	332	-	-		-
TOTAL DA APPROPRIATION ACCOUNTS	1,691	3,585	3,845		3,310

TABLE IV PROJECT BUDGET DATA

DECISION UNIT: Sierra Leone

PROJECT NUMBER	PROJECT TITLE	G/L	OBLIGATION DATE INITIAL	OBLIGATION DATE FINAL	DATE OF NEXT PLANNED NON-ROUTINE EVAL.	ESTIMATED U.S. DOLLAR COST ($000) CUM. PIPELINE AS OF 9/30/79	FY 1980 OBLIG.	FY 1980 EXPEND.	FY 1980 CUM. PIPELINE	FY 1981 OBLIG.	FY 1981 EXPEND.	FY 1981 CUM. PIPELINE	FY 1982 MAPL OBLIG.	FORWARD FUNDED TO (MO/YR)	FUTURE YEAR OBLIGATIONS
	Agriculture, Rural Development and Nutrition														
636-0102	Adaptive Crop Research and Extension	G	FY 78	FY 82	2/82	2 095	-	1,955	140	2,585	2,000	725	1,345	-	-
636-0110	Mano River Union Agri-Data Center	G	FY 82	FY 86*	-	-	-	-	-	-	-	-	965	3/83	1,065
636-0111	CARE Rural Roads II (PVO)	G	FY 78	FY 80	7/82	417	1,050	1,467	-	-	-	-	-	-	-
636-0113	Rural Roads Maintenance	G	FY 81	FY 83*	-	-	-	-	-	1,000	500	500	1,000	3/83	1,500
	Education														
636-0168	OICI Vocational Training (PVO)	G	FY 79	FY 80	-	558	309	558	309	-	309	-	-	-	-
	Selected Development Activities														
636-0108	Increasing Revenue for Development	G	FY 78	FY 80	4/81	407	332	287	452	-	206	246	-	-	-
	Unliquidated Balance					500									

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Bureau Code: Decision Code:

DECISION UNIT Sierra Leone

TABLE V - FY 1982 PROPOSED PROGRAM RANKING

RANK	DECISION PACKAGES/PROGRAM ACTIVITY DESCRIPTION	PIPELINE/ ONGOING/ NEW	LOAN/ GRANT	APPROP. ACCT.	PROGRAM FUNDING ($000) INCR	PROGRAM FUNDING ($000) CUM	WORKFORCE (Number of Positions) USDH INCR	USDH CUM	FNDH INCR	FNDH CUM
	DECISION PACKAGE MINIMUM									
	Pipeline Projects									
	636-0108 Increasing Revenue for Development	P	G	SD	(246)	(246)				
	636-0112 CUNA Cooperative Credit Societies (PVO)	P	G	FN	(100)	(346)				
	Subtotal (Non-Add)					(346)	1	1	3	3
	New and Continuing Projects									
1	PL 480 Title II	O	G		(2,641)	-				
2	636-0102 Adaptive Crop Research and Extension	O	G	FN	1,345	1,345				
3	PL 480 Title I	O	L		(1,400)	1,345				
4	636-0113 Rural Roads Maintenance	O	G	FN	2,500	3,845				
	Total Minimum Package and Related Workforce					3,845		1		3
	DECISION PACKAGE AAPL									
5	636-0113 Rural Roads Maintenance	O	G	FN	-1,500	2,345				
6	636-0110 Mano River Union Agri-Data Center	N	G	FN	965	3,310				
7	PL 480 Title I	O	L		(3,300)	3,310				
	Workforce Increment AAPL Package						3	4	1	4
	Total AAPL Package and Related Workforce					3,310		4		4

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TABLE VI
PROJECT SUMMARY

NUMBER OF PROJECTS

	FY 79	FY 80	FY 81	FY 82 MIN	FY 82 CURR	FY 82 AAPL
IMPLEMENTATION AT BEGINNING OF YEAR.....	4	5	4	4		4
MOVING FROM DESIGN TO IMPLEMENTATION DURING YEAR.....	1	0	1	0		1
DESIGN FOR FUTURE YEAR IMPLEMENTATION.....	1	2	2	0		2
SUBTOTAL.....	6	7	7	4		7
NUMBER OF NON-PROJECT ACTIVITIES.....	2	2	2	2		2
TOTAL.....	8	9	9	6		9

NUMBER OF PROJECTS MOVING FROM DESIGN TO IMPLEMENTATION BY PROJECT SIZE

AID'S CONTRIBUTION TO LIFE OF PROJECT COST

	FY 79	FY 80	FY 81	FY 82 MIN	FY 82 CURR	FY 82 AAPL
LESS THAN $1 MILLION.....	1					
$1 TO $5 MILLION.....			1			1
$5 TO $15 MILLION.....						
$15 TO $25 MILLION.....						
MORE THAN $25 MILLION.....						

TABLE VII
OPERATING EXPENSE FUNDED PERSONNEL
YEAR END POSITIONS

FUNCTIONS	FY 79				FY 80				FY 81			
	USDH	FNDH	US CONT	FN CONT	USDH	FNDH	US CONT	FN CONT	USDH	FNDH	US CONT	FN CONT
Executive Direction	2				2				2			
Program Planning	1				1				1			
Project Design												
Project Implementation	1	1			1	2			1	2		
Financial Management												
Mission Support		1				2				2		
Non Mission Specific												
TOTAL.....	4	2			4	4			4	4		
PLUS: PASAs (OE & Program)	1				1				1			
LESS: JAO Details		IDIs				IDIs				IDIs		
MODE Required	5				5				5			

TABLE VII

FUNCTIONS	FY 82 MINIMUM				FY 82 CURRENT				FY 82 AAPL			
	USDH	FNDH	US CONT	FN CONT	USDH	FNDH	US CONT	FN CONT	USDH	FNDH	US CONT	FN CONT
Executive Direction									2			
Program Planning									1			
Project Design												
Project Implementation	1	2							1	2		
Financial Management												
Mission Support		1								2		
Non Mission Specific												
TOTAL.....	1	3							4	4		
PLUS: PASAs (OE & Program)	1								1			
LESS: JAO Details		IDIs				IDIs				IDIs		
MODE Required	2								5			

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TABLE VIII

OPERATING EXPENSE SUMMARY

COST SUMMARIES	FY 1979 ($000's)	FY 1979 Related Workyear	FY 1979 Unit Cost	FY 1980 ($000's)	FY 1980 Related Workyear	FY 1980 Unit Cost	FY 1981 ($000's)	FY 1981 Related Workyear	FY 1981 Unit Cost
US Direct Hire	154	2.6	59	212	4.0	53	248	4.0	62
FN Direct Hire	11	2.6	4	14	2.8	5	22	4.0	6
US Contract Pers.									
FN Contract Pers.									
Housing Expense	83	2.6	32	65	4.0	16	90	4.0	23
Office Operations	77	xx	xx	151	xx	xx	267	xx	xx
Total Budget	325	xxx	xxx	442	xx	xx	627	xx	xx
Mission Allotment	200	xxx	xxx	188	xx	xx	255	xx	xx
FAAS	45	xxx	xxx	103	xx	xx	197	xx	xx
Trust Fund		xxx	xxx		xx	xx		xx	xx

TABLE VIII

COST SUMMARIES	FY 1982 MINIMUM			FY 1982 CURRENT			FY 1982 AAPL		
	($000's)	Related Workyear	Unit Cost	(000's)	Related Workyear	Unit Cost	($000's)	Related Workyear	Unit Cost
US Direct Hire							288	4.0	72
FN Direct Hire							26	4.0	7
US Contract Pers.									
FN Contract Pers.									
Housing Expense							105	4.0	26
Office Operations		xx	xx		xx	xx	319	xx	xx
Total Budget		xx	xx		xx	xx	738	xx	xx
Mission Allotment		xx	xx		xx	xx	315	xx	xx
FAAS		xx	xx		xx	xx	236	xx	xx
Trust Fund		xx	xx		xx	xx		xx	xx

TABLE VIII. Operating Expense Summary - Narrative

A. FY 1981 requirements have been increased by $17,000 (one vehicle and transfer freight costs) to cover the mortgage effect of restricted OE levels in FY 1980.

B. Mandatory budget increases in FY 1981 which were not foreseen at the time the ABS was prepared:

1. Post allowance
2. Education allowances
3. Post assignment - freight
4. Home leave
5. R&R travel
6. FNDH basic pay and benefits
7. Housing rent and utilities
8. Housing renovation and maintenance
9. Office furniture and equipment
10. Communications
11. Vehicle
12. Supplies and materials

C. The assumed inflation factors used in the FY 1981 and FY 1982 budgets:

1. USDH pay - seven per cent
2. Foreign national pay - 15 per cent
3. Travel - 20 per cent
4. Utilities and locally procured supplies and materials- 25 per cent

D. Because of small mission staff and deferral of some FY 1980 expenditures, FY 1981 budget is "bare bones" in terms of carrying out on-going program. Even if no new projects are authorized next year, it would be FY 1982 before significant reductions could be effected in operating expenses.

E. Embassy is proposing 25 per cent rise in FAAS estimates for FY 1981. AID share has gone up disproportionately because of increase in USDH and PASA staff from two to five. Principal reasons for rise are five-fold increase in rent for chancery building and other inflationary factors described in paragraph C above.

TABLE IX - SUPPORTING DATA ON PROPOSED PROGRAM RANKING
POSITION REQUIREMENTS - FY 1980-1982
(By Function, Organizational Unit, Position Title and Professional Speciality)

DECISION UNIT Sierra Leone

FUNCTION/ORGANIZATIONAL UNIT/ POSITION TITLE/PROFESSIONAL SPECIALITY	NUMBER OF POSITIONS									
	FY 1980		FY 1981		FY 1982					
					Minimum		Current		AAPL	
	USDH	FNDH	USDH	FNDH	USDH	FNDH	USDH	FNDH	USDH	FNDH
EXECUTIVE DIRECTION										
AID Affairs Officer	1		1		-				1	
Non-Professional	1		1		-				1	
Subtotal	2		2		-				2	
PROGRAM PLANNING										
Agricultural Economist	1		1		-				1	
Subtotal	1		1		-				1	
PROJECT DESIGN AND IMPLEMENTATION										
Agriculture Development Officer	1		1		1				1	
Non-Professional		2		2		2				2
Subtotal	1	2	1	2	1	2			1	2
MISSION SUPPORT										
Non-Professional		2		2		1				2
Subtotal		2		2		1				2
Cumulative Total	4	4	4	4	1	3			4	4

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FY 1982 ANNUAL BUDGET SUBMISSION
PROJECT BUDGETS AND OBLIGATIONS
TO MEET SPECIAL CONCERNS
(THOUSANDS OF DOLLARS)

DECISION UNIT: 636 SIERRA LEONE

TABLE X

PROJECT NUMBER AND TITLE: 6360111 RURAL ROADS II-CARE(PVO) APPROPRIATION: AGRICULTURE, RURAL DEV. AND NUTRITION

A. BUDGET IN CP: FY 1980 - $ 1050 BUDGET IN ABS: FY 1980 - $_____

FY 1981 - $ 0 FY 1981 - $_____

FY 1982 - MINIMUM: $ 0 CURRENT: $ 0 AAPL: $ 0

B. OBLIGATIONS TO MEET SPECIAL CONCERNS:

ADP ITEM	CONCERN	SUB-CODE	1980 BUDGET IN CP	1980 BUDGET IN ABS	1981 BUDGET IN CP	1981 BUDGET IN ABS	1982 BUDGET IN ABS MINIMUM:	1982 BUDGET IN ABS CURRENT:	1982 BUDGET IN ABS APPL:
1490	PVOU		$ 1050	$_____	$ 0	$_____	$ 0	$ 0	$ 0

PROJECT NUMBER AND TITLE: 6360113 RURAL ROAD RECONSTRUCTION AND MAINT APPROPRIATION: AGRICULTURE, RURAL DEV. AND NUTRITION

A. BUDGET IN CP: FY 1980 - $ 0 BUDGET IN ABS: FY 1980 - $_____

FY 1981 - $ 750 FY 1981 - $ 1,000

FY 1982 - MINIMUM: $ 2,500 CURRENT: $ 0 AAPL: $ 1,000

B. OBLIGATIONS TO MEET SPECIAL CONCERNS:

ADP ITEM	CONCERN	SUB-CODE	1980 BUDGET IN CP	1980 BUDGET IN ABS	1981 BUDGET IN CP	1981 BUDGET IN ABS	1982 BUDGET IN ABS MINIMUM:	1982 BUDGET IN ABS CURRENT:	1982 BUDGET IN ABS APPL:
254	PVOU		$ 0	$_____	$ 750	$ 100	$ 250	$ 0	$ 100

FY 1982 ANNUAL BUDGET SUBMISSION
PROJECT BUDGETS AND OBLIGATIONS
TO MEET SPECIAL CONCERNS
(THOUSANDS OF DOLLARS)

PROJECT NUMBER AND TITLE: 6360168 OIC1-SIERRA LEONE

APPROPRIATION: EDUCATION AND HUMAN RESOURCES

A. BUDGET IN CP: FY 1980 - $ 309 BUDGET IN ABS: FY 1980 - $_____

FY 1981 - $ 0 FY 1981 - $_____

FY 1982 - MINIMUM: $_____0 CURRENT: $_____0 AAPL: $_____0

B. OBLIGATIONS TO MEET SPECIAL CONCERNS:

ADP ITEM	CONCERN	SUB-CODE	1980 BUDGET IN CP	1980 BUDGET IN ABS	1981 BUDGET IN CP	1981 BUDGET IN ABS	1982 BUDGET IN ABS MINIMUM:	1982 BUDGET IN ABS CURRENT:	1982 BUDGET IN ABS APPL:
85	PVOU		$ 309	$____	$ 0	$____	$____0	$____0	$____0

FY 1982 ANNUAL BUDGET SUBMISSION

TABLE XI
Country: Sierra Leone
P.L. 480 TITLE I/III REQUIREMENTS
(Dollars in Millions, Tonnage in Thousands)

COMMODITIES	FY 1980 Agreement $	FY 1980 Agreement MT	FY 1980 Shipments $	FY 1980 Shipments MT	FY 1980 Carry into FY 1981 $	FY 1980 Carry into FY 1981 MT	Estimated FY 1981 Agreement $	Estimated FY 1981 Agreement MT	Estimated FY 1981 Shipments $	Estimated FY 1981 Shipments MT	Estimated FY 1981 Carry into FY 1982 $	Estimated FY 1981 Carry into FY 1982 MT	Projected FY 1982 Agreement $	Projected FY 1982 Agreement MT	Projected FY 1982 Shipments $	Projected FY 1982 Shipments MT	Projected FY 1982 Carry into FY 1983 $	Projected FY 1982 Carry into FY 1983 MT
Title I																		
Wheat	0.3	2.0	0.3	2.0			0.3	2.0	0.3	2.0			0.3	2.0	0.3	2.0		
Rice	0.4	1.0	0.4	1.0			0.9	2.3	0.9	2.3			4.2	10.0	4.2	10.0		
Corn	0.2	1.5	0.2	1.5			0.2	1.5	0.2	1.5			0.2	1.5	0.2	1.5		
Tobacco	0.3	0.1	0.3	0.1														
Total	1.2	4.6	1.2	4.6			1.4	5.8	1.4	5.8			4.7	13.5	4.7	13.5		
Of which Title III																		
Total																		

COMMENT:

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FY 1982 ANNUAL BUDGET SUBMISSION

TABLE XIII

PL 480 TITLE II

I. Country Sierra Leone

Sponsor's Name Catholic Relief Services

A. Maternal and Child Health.....Total Recipients 87,000

No. of Recipients by Commodity	Name of Commodity	(Thousands) KGS	Dollars
87,000	Soybean Oil	1044	1,038,780
87,000	Bulgur	2088	540,792
87,000	NFDM	2088	874,872
Total MCH		5220	2,454,444

B. School Feeding.....Total Recipients

No. of Recipients by Commodity	Name of Commodity	(Thousands) KGS	Dollars
Total School Feeding			

C. Other Child Feeding.....Total Recipients

No. of Recipients by Commodity	Name of Commodity	(Thousands) KGS	Dollars
Total Other Child Feeding			

D. Food for Work.....Total Recipients 8,000

No. of Recipients by Commodity	Name of Commodity	(Thousands) KGS	Dollars
8,000	Soybean Oil	40	39,800
8,000	Bulgur	400	103,600
Total Food for Work		400	143,400

E. Other (Specify) Health Cases.....Total Recipients 2,000

No. of Recipients by Commodity	Name of Commodity	(Thousands) KGS	Dollars
2,000	Soybean Oil	12	11,940
2,000	Bulgur	120	31,080
Total Other		132	43,020

II. Sponsor's Name

CATHOLIC RELIEF SERVICES - USCC

Sierra Leone Program

PL 480 Title II Program Plan - FY 1981

I. Mode of Operation

A. Identification

1. Name of operating sponsor:

   Catholic Relief Services - USCC/Sierra Leone Program
   23 East Street, Freetown, Sierra Leone

2. Counter-part Agencies:

   a. Ministry of Development and Economic Planning
   b. Ministry of Social Welfare
   c. Ministry of Health

3. Staffing:

   a. American Citizen Representatives:

      Program Director - Mr. James L. DeHarpporte
      Program Assistant - Mr. Patrick W. Doherty

   b. National Staff:

Projects Officer	-	Foday Seisay
Office Manager	-	Marie Lomas
Ports Officer	-	Nathaniel Jones
Administrative Assistant	-	Joseph Kamara
Food Accounts Officer	-	Chris Pratt
Accountant	-	Victoria Ganu

Secretaries (2)	Clerk (1)
Warehousemen (2)	Mechanics (2)
Drivers (8)	Interpreters (11)
Watchmen (6)	Driver Assistants (4)

   c. Expatriate Supervisory Staff:

      Food & Nutrition Supervisor North - Pearl Barringhaus
      " " " South - Rick Fenderick
      Mechanical Workshop Supervisor - Keith Wood

   d. Government of Sierra Leone staff secunded to CRS:

      Supervisors MCH Mobile Clinic (2)
      Nurses (90)
      Social Workers (40)
      Drivers (9)

B. Agency Agreements

CRS operates in Sierra Leone under the auspices of an agreement with the Government of Sierra Leone (GOSL) signed by the Minister of Social Welfare on November 29, 1963 and amended on April 1, 1965.

These agreements provide that:

1. CRS will have duty free privileges to import all PL 480 Title II foods as well as all supplies deemed necessary for relief and/or development programs.

2. The GOSL will bear costs for clearing, transporting, storage and warehousing of PL 480 Title II supplies

3. The GOSL will provide CRS with an annual grant to cover expenses for administration and supervision of welfare activities. This grant compensates for office expenses, renumeration of local personnel, administration expenses and transportation. The FY 79-80 contribution for these recurrent expenses was Le99,000.00 - U.S. $94,000.00 (Le1.05 - U.S. $1.00).

4. CRS/SL be allowed to import duty free all vehicles necessary for the operation of its program and be allowed to purchase duty free petrol, gas oil and lubricants for same.

5. It be made known that food supplies are gifts of the people of the United States of America to the needy people of Sierra Leone without discrimination.

6. CRS shall bring any misuse of PL 480 Title II foods to the attention of the appropriate Ministry of the GOSL.

There is no bilateral (blanket) agreement between the Government of Sierra Leone and the Government of the United States of America under which Catholic Relief Services operates.

C. Area - Scope - Conditions of Operations

The CRS/SL Title II program is nation wide. It incorporates MCH clinics at permanent health centres (static clinics) in all 12 districts of the country, MCH mobile clinics in every district except two and the Western Area, food for work projects (FFW) in most areas, and Health Cases (HC) in several locations.

Title II commodities are transported and delivered to all the above sites by CRS/SL personnel and with CRS equipment. This transport of food is in accordance with the country agreement whereby the GOSL provides CRS with a cash grant to affect the delivery of Title II foods. Deliveries are made on a regular basis to static and mobile MCH clinics, local private voluntary organizations and food for work sites. The MCH clinics receive two month supplies. Since MCH mobile clinics see a greater number of patients, delivery is made to these stations twice monthly. Food for work is delivered as required.

As Sierra Leone is in a tropical zone and receives close to 200 inches of rainfall per year in some areas, this causes considerable road hazards in the rainy season. For those areas most affected by poor roads, CRS/SL will at times deliver a four month supply of Title II foods to MCH clinics. Storage facilities at those clinics are adequate enough to handle a four month supply.

Distribution of PL 480 Title II food in Sierra Leone is mainly in dry form for home consumption. Food preparation demonstrations where clinic staff instruct mothers on the proper method of preparing PL 480 Title II foods for children are also done. CRS/SL has the full responsibility and authority of the GOSL to supervise and monitor the distribution described above. The rations are reflected in Section I.J. of this Program Plan. In FFW projects the food is sometimes cooked and served to the workers at the end of a hard day at a community orientated work project, thus further strengthening the bonds of unity and participation. However, the majority of FFW commodities are distributed in dry form.

D. Control and Receipting - Records, Procedures and Audits

The control of commodity distribution is carried out in the following steps:

1. Shipping documents are processed for duty free entry of PL 480 Title II foods upon receipt of the invoice of goods from Catholic Relief Services' New York Headquarters.

2. CRS/SL ports officer arranges for the proper ex-ship's tackle surveys to be made of Title II foods which include on-board inspection. CRS/SL generally receives landing tallies from the shipping companies to document losses which are the ocean carrier's responsibility. Joint surveys by the Sierra Leone Ports Authority and shipping companies are made for damaged cargo. Independent surveys have been requested, however the utter unrealiability of the local survey company has led to a waiver by USAID of this independent survey requirement.

3. Upon receipt of all ex-ship's tackle documentation CRS/SL files a report to the CRS New York office which in turn files the appropriate claim against the ocean carrier.

4. Title II food is cleared from the port by CRS personnel with CRS lorries and/or private commercial vehicles. Delivery from the port is documented by waybills which show the quantity loaded at port and delivered to CRS warehouses. Delivery reports are jointly verified by the Sierra Leone Ports Authority and CRS/SL.

5. CRS/SL warehouses the Title II commodities with accurate inventories of food received and shipped. Regular inventory reports are made and kept on file in the CRS/SL office. Deliveries of commodities to the above mentioned institutions are documented by waybills in triplicate - one copy CRS/SL office, one copy receiving institution, one copy signed by receiving party and returned for CRS/SL warehouse files.

6. All receiving institutions are required to report to CRS/SL on a monthly basis showing the number of recipients and the Title II food rations distributed to them. These food return forms are monitored by CRS/SL to insure that the proper ration is being given. The number of recipients checked against the amount of food delivered checked against the established ration checked against the balance left over serves as an effective monitoring tool.

7. CRS/SL personnel - Food & Nutrition Supervisors and Projects Officer - supervise the use and distribution of Title II foods on sites. These end-use checks are reported to the CRS/SL office for monitoring and evaluation.

8. Receipt, delivery and distribution of Title II foods are reported by CRS/SL to USAID in the commodity status and loss report and the recipient status report. These reports along with AER, call forwards, and all other reports required by CRS headquarters and/or USAID are kept on file for examination and/or audit for three years after close of the program year.

E. Port Facilities - Practices

Queen Elizabeth II Quay at Freetown provides adequate facilities to handle the shipment of Title II foods. Storage space is ample; foods are always stored in sheds. Duty-free importation is guaranteed by the GOSL and all handling, porterage and demurage fees of the port are waived. Permission is granted by the Sierra Leone Ports Authority for independent surveys and/or CRS inspection. The Sierra Leone Ports Authority waives all rent, demurage, porterage and handling charges for Title II shipments through the Ministry of Finance.

F. Storage Facilities

CRS/SL currently operates two warehouses in Freetown, one owned by CRS at Kissy and a government warehouse available for CRS activities. Both are fully enclosed with concrete floors and are well maintained. The warehouse at Kissy is 68' x 30' with walls of cement block, corrugated iron sheet roof, concrete floor, and ventilation ducks in the ceiling. Pallets are used to cover the floor surface. Watchmen are on duty at all times.

The government warehouse operated by CRS/SL free of charge through the Sierra Leone Ports Authority is a double quonset structure of heavy duty corrugated iron with a concrete floor and ventilation ducks. Pallets are used to cover the floor surface. Watchmen are on duty at all times. Pallets are always used to store all Title II foods. A third warehouse has been requested from the GOSL and negotiations for same are in process. Two smaller warehouses are kept by CRS/SL in the provinces at Bo and Makeni for emergency use. Storage for MCH mobile clinics is at Catholic Mission compounds in the respective districts. All MCH static clinics have their own storage facilities. CRS maintains control of the above warehouses for full supervision of PL 480 Title II programs.

G. Inland Transportation

Transportation of Title II foods is usually done by CRS lorries. Currently there are three operating lorries purchased with GOSL grants. A new lorry will be purchased with an additional GOSL grant and three lorries are being requested from USAID through an Outreach Grant Proposal. MCH mobile vehicles haul small quantities of foods from district storage facilities to village clinic sites.

H. Processing-Repacking

When Title II foods reach CRS/SL warehouses in torn or damaged bags, warehouse staff repack them. As required CRS/SL purchases bags for repacking Title II foods.

I. Financing

Four principle sources of revenue assist in financing the operation of the Title II program in Sierra Leone.

1. CRS New York provides an annual operating budget for CRS/SL for office administration and field support of all programs including the Title II food program. American CRS staff members are stationed in Sierra Leone and supported from the CRS New York Headquarters. In total, CRS contributes approximately $100,000.00 to the Sierra Leone program.

2. Grants from the GOSL-Ministry of Development and Economic Planning and Ministry of Social Welfare and Rural Development reaching Le99,000.00 ($94,000.00 at Le1.05 = US $1.00) were provided to CRS/SL for the recurrent expenses of the Title II food program in FY 79-80. This grant covers salaries, vehicle expenses and administration costs.

3. CRS/SL receives revenues from MCH clinics via unassociated charges. The revenue is used for supervisory activities, vehicle expense, equipment procurement (scales and weight charts) and salaries of local personnel. In FY'79 and '80 these fees were fixed a Le0.35 for mobile clinics and Le0.05 for static clinics, however for FY'81 CRS/SL hopes to obtain a major increase in these contributions to expand the program.

4. Sale of container revenues are collected at MCH clinics and are used for overall program support.

An Outreach Grant Proposal was submitted by CRS/SL to USAID for consideration in 1979. This grant for logistical support of the Title II food program would significantly augment the current activities if approved.

J. Acceptability of PL 480 Food - Computation of Food Requirements

The commodities used in the CRS/SL Title II program are bulgur wheat, non-fat dried milk and soybean salad oil. In all three cases, experience has shown that these are highly acceptable to people of Sierra Leone and pose no threat to the local diet of rice and palm oil. The success of food for work programs in which bulgur wheat and soybean salad oil are distributed to workers exempliefies the easy transition from rice to bulgur wheat made by local people. Protein rich foods are used in MCH clinics and have been found to be a very valuable nutritional compliment to the local diet. The high quality of this protein rich food is recognized and it is easily made into "gruel" or "pap" by mothers for child feeding. MCH clinic staff consistantly give food preparation demonstrations where the proper method of preparing these foods is shown to mothers.

The rations outlined below represent the prescribed protein/calorie requirement established by the CRS Africa Regional Office staff in Nairobi and approved by USAID. This ration is equivalent to one-third the protein/calorie requirement per recipient.

	Oil	NFDM	Bulgur
1. MCH children underfive Ration per month (kilos)	1	2	1
2. MCH mothers Ration per month (kilos)	1	2	2
3. Food for Work workers and dependants Individual Health Cases Ration per month (kilos)	.5	-	5

K. Program Publicity

The source of the Title II foods is clearly expressed to recipients at MCH clinics and food for work sites. This is done most effectively by social welfare workers who prepare food demonstrations in which the donor is identified. CRS/SL instructs all recipient institutions to indicate the source of the Title II foods.

L. Estimate of Program Duration

The nutritional status of the under-five child remains critical in Sierra Leone. This delicate position is reflected in high mortality and morbidity rates for the target group. Considering such circumstances, it is recognized that the CRS/SL program with Title II food is a valuable component to the health delivery system in the country. Currently, the target for the MCH program is 72,000 children and pregnant mothers (10 to 15%) and all efforts to expand and reach more beneficiaries are supported by the GOSL. In view of the current large rice imports, it is clear that the Title II program is a necessary addition to and benefit for the development of the country.

Over 80% of PL 480 Title II food distributed through CRS goes directly to children under five and pregnant mothers. In each case the ration represents only one-third of the monthly requirements of protein and calories. This does not effect the incentive to produce. Furthermore, wheat and maize are not local crops and the country is still a net importer of these commodities. In light of the above, the program will be needed well into the future.

II. Plans of Operation for Specific Types of Projects

A. MCH

Through static and mobile clinics the MCH program covers the entire country. The objective of the program is to improve the nutritional status of the children under five years of age and pregnant mothers so that they will resist disease and develop their full human potential. An analysis of child weight through individual and communal charting is used to achieve the objective along with nutrition education and food supplementation. The current program target is 72,000 children under five and mothers of child bearing age.

Specific clinic operation at both static and mobile clinics is as follows:

1. Food demonstrations and discussions on nutrition, health and hygiene are prepared for the groups of mothers.

2. Ante-natal consultations are given

3. Children are weighed and their weights are recorded on their individual charts and the community master chart.

4. Consultations with the nurse are given for each child with his or her mother where medical conditions and the nutritional status are reviewed. The mother pays the respective clinic fee (Le0.35 for mobile clinic an Le0.05 for static). Serious cases are refered to district hospitals.

5. PL 480 Title II foods are distributed to the mothers. For control purposes, tickets are given to mothers after paying the fee and this ticket is presented at the food distribution point. The rations per recipient are outlined above.

End-use checks on the distribution of Title II foods are carried out by the two CRS/SL Food & Nutrition supervisors for static clinics and by the two senior Ministry of Health nurses secunded to CRS/SL for mobile clinic supervision. The static clinic supervisors consistantly review food return forms and advise clinic staff on the correct rationing. The fees collected at clinics are, in part, used to defray the expenses of this supervisory activity which entails extensive travel as end use checks are made five days a week.

Supervisors are equally active in supporting clinic staff in professional capacities. This assistance focuses on treatment and prevention of disease caused by nutritional deficiencies. A very significant aspect of this training is the instruction in the use of weight data to identify serious cases, assist those cases and follow the development in growth of the child. This insures directly the use of Title II foods for improvement in the nutritional status of children and pregnant mothers.

B. Economic and Community Development through FFW

Projects supported by the Title II food for work program basically focus on feeder road construction, agricultural development of swamp land for rice cultivation, construction of community and health centers, schools and water supply systems. These projects are active throughout the country and are designed on the one hand to augment economic development by increasing production and facilitating access to markets and on the other to develop community education and health systems.

Major FFW projects include:

1. Small Farmers' Association project for the development of inland valley swamp rice cultivation - this joint Ministry of Agriculture, Peace Corps, CRS/SL project assists 1,200 farmers and their families in clearing new farm land and bringing it under cultivation.

2. Feeder roads in Port Loko District - under the direction of the Ministry of Social Welfare Port Loko District Social Development Officer, over 100 miles of feeder roads are being constructed on a self-help basis by 1,000 local residents.

3. Several smaller projects in construction of community and health centers, schools and water supply systems.

A total of approximately 2,000 workers and their dependants will be assisted in FY'81 through the FFW program. Each worker will dedicate an average of 60 days per year to these projects, all of which are consistant with the GOSL National Development Plan and USAID policies.

C. Health Cases

PL 480 Title II foods are distributed to institutions which assist the malnourished due to disease or poor economic conditions. These institutions are the Ministry of Social Welfare, St. Vincent de Paul Society, Ministry of Health Government Hospital Childrens Wards, Kambia Children's Polio Hospital, Leprosy Control Programme Hospitals etc. During 1981 CRS will assist 2,000 beneficiaries monthly under this system.

III. Contribution to Program

Contribution to the total PL 480 Title II program from all sources for FY 1981 are projected to be as follows:

A. USAID		
1. Value of PL 480 commodities		
a. Bulgur Wheat	$ 404,289.60	
b. Non-Fat Dried Milk	796,435.20	
c. Oil	999,539.20	
2. Ocean Freight	695,640.00	
3. Outreach Grant	305,675.00	
		3,201,579.00
B. Catholic Relief Services		100,000.00
C. Government of Sierra Leone		
1. Operation Grant	94,000.00	
2. Duty exemption from petrol (estimated)	15,000.00	
3. Government warehousing (estimated)	20,000.00	
		129,000.00
D. Beneficiary Contributions		
1. Static Clinic fees	100,000.00	
2. Mobile Clinic fees	50,000.00	
		150,000.00
E. Sale of containers		10,000.00
F. Overseas Fund Agencies		10,000.00
Total	$	3,600,579.00

May 26, 1980