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**AGENCY FOR
INTERNATIONAL
DEVELOPMENT**

ANNUAL BUDGET SUBMISSION

FY 1984

**BUREAU FOR SCIENCE AND TECHNOLOGY
OFFICE OF INTERNATIONAL TRAINING**

JUNE 1982

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

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FY 1984 ABS Office of International Training

Training in the United States and third countries for the purpose of human resource development has been a major activity of U.S. foreign assistance since the beginning of the program. More than 200,000 participants have been sponsored for training in the U.S. and third countries by A.I.D. and predecessor agencies over the past several decades. The Office of International Training (OIT) is responsible for coordinating and providing certain core services to A.I.D.'s entire training program which includes academic and technical (non-degree) participants managed both by contractors and directly by OIT. The Office itself or its programming agents program and monitor about half of A.I.D.'s participants--3 to 4,000 annually at present.

A major portion of OIT staff time in recent years have been devoted to monitoring the 20 Resource Support Service Agreements (RSSAs) with U.S. federal agencies and 4 private sector contractors which program and monitor participants, as well as actually placing and monitoring in-house 700 to 800 participants every year. As emphasized in the FY 83 ABS, the focus of OIT is changing. Beginning in FY 83, OIT plans to focus to a far greater extent on participant training policy formulation and analysis, evaluation of training programs and procedures, and support to Regional Bureaus and field Missions. OIT plans to have in place by early FY 83, a single contractor to manage most academic and the majority of technical participants outside the field of agriculture. The number of RSSAs will be reduced to 6--the Department of Agriculture (USDA), 2 with the Department of Commerce (Bureau of the Census and Bureau of Economic Analysis), 2 with the Department of Labor (Bureau of Labor Statistics and Office of International Visitor Programs), and the Federal Aviation Agency, all of which have unique and specialized programs for AID participants. The monitoring of OIT's programming agents will be simplified and rationalized. There will be uniform procedures established among the RSSAs, using as a model a recently completed new RSSA agreement with USDA which clarifies procedures, roles and responsibilities between USDA and OIT. OIT will directly program only a small number of highly specialized and VIP participants.

The new contractor which AID will engage will provide services which are either not being performed at all or are being performed inconsistently by the present contractors:

-- Develop and maintain an extensive information file on academic and non-academic institutional training resources for purposes of participant placement. The file will include, in addition to information on university calendars, courses, etc., information developed as a result of contractor contact and experiences with universities and colleges, and a record of technical training institutions, industries, consultancy firms and private sector

facilities willing and able to provide practical or technical training, specific professional fields and experiences and other relevant information;

-- Have access to computer facilities sufficient to track, record and report on all participants it manages;

-- Establish and maintain a network of linkages with the U.S. and international education and training community;

-- Provide a more comprehensive orientation program in the U.S.;

-- Monitor and evaluate student progress on a periodic basis and provide support services to ensure that the training is both relevant and satisfactory to the student;

-- Operate a follow-up program to maintain contact with and monitor the professional progress of participants after they complete their training and return to their home countries, including the provision of continuing education;

-- Establish evaluation criteria and mechanisms that will allow for the periodic review of individual training programs.

The shift to the one contract approach will facilitate the re-alignment and utilization of personnel to carry out OIT's new focus, as the resources required to monitor the services of one high quality contractor and 6 RSSAs will not be as diffused as is currently necessary. The new planning and analysis emphasis of OIT will focus on developing policy and procedures for participant training and provide research and studies which focus on alternative training modes as well as new training resources. Evaluation and monitoring will be a recurring requirement in the new OIT. In FY 1984, the performance of the new omnibus contractor, as well as of USDA under the new RSSA agreement, will be evaluated. In addition, OIT may contract for the preparation of evaluation guidelines for field missions.

The new emphasis on field support will include the provision of assistance, both direct-hire and contract, to field missions and bureaus for the design and evaluation of training programs and projects (or projects that include a significant training component), and for training field staff. A critical need to be funded in the area of field support is orientation materials for participants on life in the United States, the nature of U.S. universities, research in the U.S., American libraries and the like. Orientation films are also desired by overseas Missions. Also to be considered in FY 84 is the funding of an updated Development Training Guide--the last was published in 1974--which will include information on U.S. facilities for technical training, both public and private, for field mission use in planning training programs. In addition, alternatives for expanding third country technical training will be studied. Another possible activity is to contract for the development of follow-up guidelines for field missions.

Services to Participants

The above activities, when performed by contract, will be funded through the Training Evaluation and Support Services project (TESS). This project funds additional activities which provide services and general support to AID participants in the U.S. The National Council for International Visitors (NCIV), through its network of local volunteer organizations provides home hospitality and a series of mid-winter seminars. NCIV also organizes certain subject matter seminars for OIT in Washington. A.I.D. funding supports general activities of the widely based National Association for Foreign Student Affairs (NAFSA), as well as some specifically AID oriented activities. An example of the latter is the organization and sponsorship of a series of Washington seminars which bring OIT into contact with members of professional education associations. The Training Evaluation and Support Services project also funds, jointly with ICA, reception and port of entry services for participants entering the United States. A contract with the Washington International Center (WIC), again jointly funded with ICA, provides orientation for newly arrived participants.

Other services which OIT provides directly or by means other than the TESS project are the following:

The Office formulates, interprets, and disseminates training policy and provides procedural guidance through Handbook Ten, annual annexes to Handbook Ten which establish maintenance and other allowance rates, and training notices which announce procedural changes. All AID participants are subject to the rules and procedures set forth in Handbook Ten. This provides uniformity to a program with highly dispersed responsibilities and authority.

OIT also supplies authorizations for visa extensions for all AID participants and maintains a full time counselor to manage serious participant problems.

Health and Accident insurance under a self-funded program is another service OIT makes available to all participants. Claims are paid by a contractor. The contractor is funded through the Master Disbursing Account (MDA) which receives funds through PIO/Ps of directly funded participants and from contractors.

The American Language Institute of Georgetown University, also through an MDA funded contract, provides English language training for participants who require it and English language testing material for AID Missions.

OIT maintains statistics on all participants through the Participant Training Information System (PTIS). By 1984, a new modernized on-line system will have replaced the antiquated original PTIS. The new system will provide a wide range of reliable data for both informational and managerial purposes. A contractor, funded by the Operating Expense account, performs the data inputs function for the PTIS.

The Labor Program

In FY 1982 OIT became responsible for a Labor Organizations Development project which, unlike other OIT activities, provides direct funding to participants. The study programs for trade union leaders provide motivational training to senior level leaders of trade unions from developing countries to contribute, in collaboration with their governments, to the development of effective labor policies and programs, assist poor worker groups to improve their income and employment conditions and promote more enlightened and responsible trade union participation in socio-economic development. The programs focus on income distribution, union leadership, self-help, occupational health and safety, community services, integration of women into development, role of unions in the democratic process, and skills training.

The Reimbursable Training Program

Also to join OIT in FY 1982, is the reimbursable training program currently associated with the Trade and Development Program. This program, through agreements with developing nations, provides training programming and support services to participants which are reimbursed in their entirety. The cost of the training itself also is reimbursed by the cooperating countries.

S&T/IT:EACarter:alb:5/18/82

OFFICE: ST/IT

TABLE III - PROJECT OBLIGATIONS BY APPROPRIATION ACCOUNT
 FY 1982 TO FY 1984 (\$ THOUSANDS)

APPROPRIATION ACCOUNT - EH	PROJECT#	PROJECT TITLE	FY 1982 OY.-REVISED	FY 1983 REVISED	FY 84 PROPOSED
926-0071.00		TRAINING EVALUATION AND SUPPORT SERVICES	\$700	\$700	\$800
938-0601.		LABOR ORGANIZATION DEVELOPMENT	\$575	\$700	\$700
TOTALS FOR EH			\$1,275	\$1,400	\$1,500
* * OFFICE TOTAL:			\$1,275	\$1,400	\$1,500

PROJECT NUMBER AND TITLE	OBLIG DATE	-TOTAL COST-	OBLIG THRU	FY 81	ESTIMATED U.S. DOLLAR COST (\$000)		OBLIG-ATTIONS	EXPEND-ITURES	OBLIG-ATTIONS	EXPEND-ITURES	FY 84 FUNDED AAPL	THRU	FY 85 OBLIG	FY 86 OBLIG	FY 87 OBLIG	ITEM NO
					FY 1982	FY 1983										
EDUCATION AND HUMAN RESOURCES																
9260070	UN FELLOWS-TRNG BY OTHER FED AGENCIES															
6 77 81	8530	5439	5432	100												1054
9260071.01	TRAINING EVAL AND SUPPORT SERVICES															
6 77 0	3197	3838	2438	191	700	700	700	700	700	700	800 0984		1210	1330	1465	1056
9380601	LABOR ORGANIZATION DEVELOPMENT															
6 81 85	3605	3605	360		575	575	575	575	575	575	700 0984		1070			1057
APPROPRIATION TOTAL																
	15332	12882	7870	291	1275	1275	1400	1400	1400	1500			2280	1330	1465	
GRANT																
	15332	12882	7870	291	1275	1275	1400	1400	1400	1500			2280	1330	1465	
LOAN																
PROGRAM TOTAL																
	15332	12882	7870	291	1275	1275	1400	1400	1400	1500			2280	1330	1465	
GRANT																
	15332	12882	7870	291	1275	1275	1400	1400	1400	1500			2280	1330	1465	
LOAN																

PROGRAM:

ACTIVITY DATA SHEET

PROJECT MANAGER: Judy McKeever

TITLE Training Evaluation and Support Services		FUNDS Education and Human Resource		PROCESSED OBLIGATION (in thousands of dollars)		LIFE UP-PROJECT	
NUMBER 926-0071	NEW <input type="checkbox"/> CONTINUING <input checked="" type="checkbox"/>	PRIOR REFERENCE		FY 84 800	INITIAL OBLIGATION FY 77	ESTIMATED FINAL OBLIGATION FY Continuing	ESTIMATED COMPLETION DATE FY
GRANT <input checked="" type="checkbox"/> LOAN <input type="checkbox"/>							

Purpose: To improve the quality and effectiveness of the AID participant training program.

Major Outputs:

All Years

- Participants received at ports of entry **25,574**
- Participants receiving home hospitality and other community services **21,172**
- Participants receiving on-campus support services **13,805**

AID Financed Inputs:

- Field Support **FY 84 100**
- Education **150**
- Community Services (NCTV) **185**
- (Share of ICA Grant)
- Contract for Services to Academic Participants (NAFSA) **180**
- Reception Services (POE) **185**
- TOTAL 800**

Background and Progress to Date: This is a continuing project which provides funding for five activities: 1) support services to field missions in the areas of manpower studies, surveys of training resources, design of training projects, design of pre-departure orientation, and follow-up systems which will maintain linkages between returned participants, training institutions and USAIDs. These services will be provided by OIT staff and by contractual arrangements; 2) evaluation of various aspects of the training operations and the initiation of studies on new modalities of training including innovations which will provide the optimum training to meet Mission and individual participant needs. These evaluative studies will be carried out by qualified contractors; 3) community services including the hosting of mid-winter seminars provided through the National Council for International Visitors (NCTIV); 4) on-campus support services for academic participants and staff on-site research on training related issues provided through the National Association of Foreign Student Affairs (NAFSA); 5) reception services for AID participants entering the United States through the major ports of entry of Honolulu, San Francisco, New York, Miami, and Washington.

Host Country and Other Donors: This project benefits from the services of an estimated 100,000 United States citizens organized into nearly 100 self-supporting community groups affiliated with NCTIV. These groups provide home hospitality and arrange appointments for participants with appropriate local business, educational, labor and government leaders. WIC also uses volunteers to meet incoming participants at airports and arrange for their immediate temporary quarters. NAFSA members also donate much time to activities aimed at the betterment of the U.S. training experience of foreign students.

Beneficiaries: AID recipient countries through the improvement of the U.S. training received by their citizens.

FY 84 Program: This project will continue to provide support for field missions, community and campus support services for AID participants and reception at port of entry. Evaluation of participant training programs and the performance of contractors engaged in training activities will also continue.

U.S. FINANCING (in thousands of dollars)		Funding Period		Principal Contractors or Agencies	
	Obligations	Unobligated			
Through September 30, 1981	2,438	191	10/1/81-9/30/82	International Communication Agency (ICA)	
Estimated Fiscal Year 1982	700	191	10/1/82-9/30/83	National Council for International Visitors (NCTV)	
Estimated through September 30, 1982	3,138			Washington International Center (WIC)	
Proposed FY 1983	700			National Association of Student Affairs (NAFSA)	
Estimated through Fiscal Year 1983	3,838				
Proposed FY 1984	800				
Continuing					

COUNTRY ACTIVITY REPORT
BY GEOGRAPHIC AREA - FY 82 THRU 84

LATIN AMERICA

COUNTRY: GUYANA

PROJECT	TITLE	FY 1982				FY 1983				FY 1984				
		STA	AMT	STAF	#OF	STA	AMT	STAF	#OF	STA	AMT	STAF	#OF	
		TUS	(\$000)	TDYS	PTP	TUS	(\$000)	TDYS	PTP	TUS	(\$000)	TDYS	PTP	
LABOR ORGANIZATION DEVELOPMENT														
938-0601.														
COUNTRY TOTAL:														
		0	0	0	0	0	0	0	0	A	21	0	0	3

COUNTRY: COSTA RICA

PROJECT	TITLE	FY 1982				FY 1983				FY 1984				
		STA	AMT	STAF	#OF	STA	AMT	STAF	#OF	STA	AMT	STAF	#OF	
		TUS	(\$000)	TDYS	PTP	TUS	(\$000)	TDYS	PTP	TUS	(\$000)	TDYS	PTP	
LABOR ORGANIZATION DEVELOPMENT														
938-0601.														
COUNTRY TOTAL:														
		0	0	0	0	0	0	0	0	A	35	0	0	5

COUNTRY: DOMINICAN REPUBLIC

PROJECT	TITLE	FY 1982				FY 1983				FY 1984				
		STA	AMT	STAF	#OF	STA	AMT	STAF	#OF	STA	AMT	STAF	#OF	
		TUS	(\$000)	TDYS	PTP	TUS	(\$000)	TDYS	PTP	TUS	(\$000)	TDYS	PTP	
LABOR ORGANIZATION DEVELOPMENT														
938-0601.														
COUNTRY TOTAL:														
		0	0	0	0	0	0	0	0	A	28	0	0	4

COUNTRY: PANAMA

PROJECT	TITLE	FY 1982				FY 1983				FY 1984				
		STA	AMT	STAF	#OF	STA	AMT	STAF	#OF	STA	AMT	STAF	#OF	
		TUS	(\$000)	TDYS	PTP	TUS	(\$000)	TDYS	PTP	TUS	(\$000)	TDYS	PTP	
LABOR ORGANIZATION DEVELOPMENT														
938-0601.														
COUNTRY TOTAL:														
		0	0	0	0	0	0	0	0	A	28	0	0	4

CONTRACT/GRANT
FIELD SUPPORT
(\$000)

<u>Project</u>	<u>FY 82</u>			<u>FY 83</u>			<u>FY 84</u>		
	<u>Total Cost</u>	<u>Field Support (Dollars)</u>	<u>Fld. Sup. Pers. Mos.</u>	<u>Total Cost</u>	<u>Field Support (Dollars)</u>	<u>Fld. Sup. Pers. Cost</u>	<u>Total Cost</u>	<u>Field Support (Dollars)</u>	<u>Fld. Sup. Pers. Mos.</u>
926-0071	\$ 700	\$ 600	472	700	500	484	\$ 800	\$ 700	508
938-0601	<u>575</u>	<u>500</u>	<u>12</u>	<u>700</u>	<u>630</u>	<u>12</u>	<u>700</u>	<u>685</u>	<u>12</u>
	\$1,275		484	\$1,400		496	\$1,500		520

PROPOSED