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PD-AAY-672

UNITED STATES INTERNATIONAL DEVELOPMENT COOPERATION AGENCY 39073
AGENCY FOR INTERNATIONAL DEVELOPMENT
WASHINGTON, D. C. 20523

16 SEP 1980

Mr. Charles MacCormick
President
The Experiment in International Living
Killing Road
Brattleboro, Vermont 05301

Subject: Grant No. AID/SOD/PDC-G-0419

Dear Mr. MacCormick:

Pursuant to the authority contained in the Foreign Assistance Act of 1961, as amended, the Agency for International Development (hereinafter referred to as "A.I.D." or "Grantor") hereby grants to The Experiment in International Living (hereinafter referred to as "EIL" or "Grantee") the sum of Ninety Thousand Two Hundred Ninety Five Dollars (\$90,295) to provide support for a feasibility study in a proposed regional training program for private voluntary agencies in Latin America, as described in the attachment to this Grant entitled "Program Description". The estimated completion date of this program is March 14, 1981.

This Grant is effective and obligation is made as of the date of this letter and shall apply to commitments made by the Grantee in furtherance of program objectives during the period September 15, 1980 through March 14, 1981.

This Grant is made to EIL on condition that the funds will be administered in accordance with the terms and conditions as set forth in Attachment A entitled "Program Description", and Attachment B entitled "Standard Provisions", which have been agreed to by your organization.

Please sign the Statement of Assurance of Compliance, enclosed herein, and

the original and seven (7) copies of this letter to acknowledge your acceptance of the conditions under which these funds have been granted. Please return the Statement of Assurance of Compliance and the original and six (6) copies of this Grant, including all those stamped "Funds Available", to the Office of Contract Management.

Sincerely yours,

Edward H. Thomas

Edward H. Thomas
Grant Officer
Services Operations Division
Office of Contract Management

Attachments:

- A. Program Description
- B. Standard Provisions

ACCEPTED:

THE EXPERIMENT IN INTERNATIONAL LIVING

BY *Charles MacCormack*

TYPED NAME Charles MacCormack

TITLE President

DATE September 16, 1980

Fiscal Data

Appropriation	72-1101.021.6
Allotment	046-38-099-00-76-01
PIO/I	3805253
Project	938-0175
Grant amount	\$90,295

FUNDS AVAILABLE

J. Johnson
SEP 17 1980

OC 490
Program Acctg. Division
OFFICE OF FINANCIAL MANAGEMENT

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PROGRAM DESCRIPTIONA. BACKGROUND AND PURPOSE

The need for improved and more accessible training for PVO staff is widely recognized with the expansion of PVO programs (which are usually conducted at the community level) and with their changing emphasis from relief to meeting basic human needs. There has been a change in the type as well as the number of staff required and thus in the type of preparation needed. Qualified people, versed in language and cross-cultural dynamics, and equipped with both technical skills and project design, management and evaluation training, are in demand and each agency has independently sought methods to orient and train staff.

Against this background, The Experiment in International Living (EIL) will conduct a feasibility study of a proposed regional training program focused on, but not limited to, the staff of private voluntary agencies active in Latin America. Other potential trainees include staff from host country ministries and from international and multilateral development agencies. EIL will determine the type and extent of training required, the availability of existing training resources, and develop alternatives for satisfying presently unmet training needs.

A key issue to be addressed by EIL is whether a regional training program would require the establishment of permanent training center. Another, closely related issue is how existing facilities and indigenous training resources might best be integrated into such an effort.

A central issue is whether the definable role of "micro-project manager" can be identified as important or even essential for PVO and other programs. Here, a number of related hypotheses and questions need to be addressed. If this professional role or function exists, is it increasing numerically and in terms of professional requirements and expectations? Do national development planners and others consider the

adequate performance of this multi-faceted function to be necessary for successful implementation of the basic human needs strategy? What is the composition of skills and knowledge considered necessary for successful micro-development management? (Among possibilities are: planning and program design; issues and techniques of evaluation; project administration; organizational dynamics and project implementation; finance, budget and control; resource generation; micro-development theory (community development); linking micro and macro programs, and macro-development issues.)

EIL intends that any regional program that it may develop later on the basis of this study will be planned on a self-supporting basis by building up fee incomes over the first three years. Therefore, a financial analysis grounded in realistic revenue projections and indicating the prospects for achieving self-sufficiency, will be made a part of EIL's final report.

B. IMPLEMENTATION

An outline of the different phases planned for carrying out the feasibility study is presented below:

1. Stateside Assessment (6 weeks)

EIL staff will conduct a thorough survey of private voluntary organizations, the World Bank, the United Nations and major international and multilateral agencies. The purpose of the survey will be to establish a detailed profile of personnel in the field, to compile information on training programs and services available, to determine both the extent of their use and their clientele, and to determine the amount of time and financial resources agencies commit to training.

2. Latin American Assessment (5 weeks)

EIL staff will travel throughout Spanish-speaking Latin America visiting PVO field programs, A.I.D. missions, UN programs, World Bank officials, host country

agencies and governments, and in-country training facilities. The team will survey the current training programs in existence and conduct a talent and resource inventory of training facilities, materials, programs and resource people in-country. Where appropriate resources exist, they will explore possibilities of collaborative efforts or in-service training for their trainers in outreach, program design and training methodologies. The use of ongoing development projects as practical field laboratories would be explored as a training resource.

As an extension of the stateside survey, projected field training needs and concrete levels of interest will be assessed. The visit to host national agencies will determine the degree of interest in language, technical and management training in the host country setting, as well as the extent, intensity and levels of each.

3. Stateside Data Analysis and Initial Program Development (6 weeks)

Upon return to the United States, the team will analyze and consolidate the information gathered in the United States and Latin America. Several program models to meet the ongoing training needs will be developed in close cooperation with PVOs and international agencies.

Preliminary information indicates that the following training components and services may be desirable:

- coordination of existing in-country training resources and development of indigenous training capacity;
- consultant services to existing training institutions (training trainers, outreach, planning, etc.);
- international management training for host national and expatriate personnel working in development;
- rural development technical training in agriculture, health, nutrition, education, appropriate technology and integrated rural development;

- cultural and area orientation for expatriate private organizations and international volunteers; and
- foreign language instruction for host national personnel and expatriates.

4. Latin American Site Selection and Collaborative Arrangements (3weeks)

If a regional training center is indicated, or if existing Latin American facilities and resources will be used in a flexible training program, the staff will return to Latin American for site selection and collaborative planning to make use of indigenous training resources.

5. Final Stateside Planning (5 weeks)

During the final phase of the study, a complete report with recommendations and proposed plan of action will be developed and submitted to A.I.D.

Presentations of the findings to date will be made to the A.I.D. Office of Private and Voluntary Cooperation at (a) the end of Phase 1 (Stateside Assessment) and (b) about four weeks after the beginning of Phase 3 (Stateside Data Analysis and Initial Program Development). The purpose of these presentations will be to inform A.I.D. staff of the progress of the study and for EIL to receive comments and suggestions from A.I.D.

C. REPORTING

Fifteen (15) copies of the completed feasibility study will be submitted to PDC/PVC, Agency for International Development, Room 235 SA-8, Washington, D.C. 20523.

D. BUDGET

The funds herein shall be used to finance the following items:

FR: 9/15/80
TO: 3/14/81

Salaries	\$ 41,400
Travel and Transportation	23,775
Other direct costs	5,550
Indirect costs	<u>19,570</u>
TOTAL	\$ 90,295

The Grantee may not exceed obligated funds in the amount of \$90,295. However, within the total amount of obligated funds under this Grant, the Grantee may make adjustments among the line items as necessary to achieve the objectives hereunder.

E. OVERHEAD RATE

Pursuant to Standard Provision No. 5, Negotiated Overhead Rates - Other Than Educational Institutions, and pending establishment of a final rate, the following rate has been established:

A provisional rate of 27.67% shall be applied to total direct costs for the period September 15, 1980 until amended. This is a ceiling rate subject to downward revision only.

F. SPECIAL PROVISIONS

Make the following changes in the Standard Provisions attached hereto;

1. Delete Clause 7B. Payment - Periodic Advance
2. Delete Clause 7C. Payment - Reimbursement
3. Delete Clause 12B. Title To and Care of Property (U.S. Government Title).
4. Delete Clause 12C. Title To and Care of Property (Cooperating Country Title).
5. Add Clause 28, Alterations in Standard Provisions (August 1978), attached.