

ORIGINAL

DEPARTMENT OF STATE
AGENCY FOR INTERNATIONAL DEVELOPMENT
WASHINGTON, D.C. 20521

OCT 23 1979

September 28, 1979

Mr. Robert L. Nothstein
Vice President/Treasurer
The Centre For Population Activities
1717 Massachusetts Avenue, N. W., Suite 202
Washington, D. C. 20036

Subject: Grant No. AID/otr-G-1762

Dear Mr. Nothstein:

Pursuant to the authority contained in the Foreign Assistance Act of 1961, as amended, the Agency for International Development (hereinafter referred to as "AID" or "Grantor") hereby grants to The Centre For Population Activities (hereinafter referred to as the Grantee) the sum of \$736,135, to provide support for the program entitled "Impact of Training Opportunities for Women on Fertility" as more fully described in the attachment to this Grant entitled "Program Description" and your proposal attached to your letter dated July 6, 1979. The estimated completion date of this program is December 31, 1984.

This Grant is effective and obligation is made of the date of this letter and shall apply to commitments made by the Grantee in furtherance of program objectives during the period September 28, 1979 and December 31, 1984. The total estimated cost of this Grant is \$736,135.

This Grant is made to the Grantee on condition that the funds will be administered in accordance with the terms and conditions as set forth in Attachment 1 entitled "Program Description," and Attachment 2 entitled "Standard Provisions," which have been agreed to by your organization.

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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 to the Office of Contract Management.

Sincerely yours,



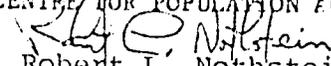
L. E. Stanfield
Grant Officer
Chief, OTR Branch
Central Operations Division
Office of Contract Management

Attachments:

1. Program Description
2. Standard Provisions
3. Statement of Assurance of Compliance

ACCEPTED:

THE CENTRE FOR POPULATION ACTIVITIES :

BY:  Robert L. Nothstein

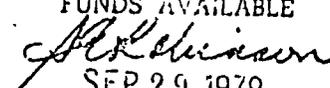
TITLE: Vice President/Treasurer

DATE: October 11, 1979

FISCAL DATA

Appropriation No. : 72-1191021.4
Allotment No. : 94430-099-22-91
PIO/T No. : 930-0069-3097105
Total Grant Amount : \$736,135

AID Technical Office: Bureau for Programs and Policy Coordination, PPC/PDPR/HR

FUNDS AVAILABLE

SEP 29 1979
O/C H190
Program Acctg. Division
OFFICE OF FINANCIAL MANAGEMENT

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PROGRAM DESCRIPTION

A. PURPOSE

The purpose of this Grant is to provide support to the Women in Management (WIM) of the Centre for Population Activities (CEPPA) for their program designed to provide women with management skills. This program should help women initiate and implement development programs designed to benefit women.

B. SPECIFIC OBJECTIVE

The specific objectives of this Grant are to design programs and studies that will explore the effectiveness of training women to reach other women with a variety of services to improve their lives, expand their economic opportunities, and encourage interest in and desire for smaller families. The three main elements of this grant: (1) in-country training programs for women in Egypt, Indonesia, and Peru, and in up to three additional countries; (2) technical assistance for the development, implementation, and evaluation project ideas identified during the training programs; and (3) follow-up studies of program impact on the skills, opportunities, and effectiveness of trainees and their organizations.

C. IMPLEMENTATION:

1. The Grantee will implement the program as outlined below and as described in their proposal attached to their letter dated July 6, 1979, and entitled "Impact of Training Opportunities for Women on Fertility", which is hereby incorporated as part of this Grant by reference

2. In-country training. During the first two-year period, the Grantee will organize and run eleven (11) seminar-workshops. During the first year of the grant, these workshops will be held in Egypt, Peru, and Indonesia. During 1980-81, opportunities for in-country training programs will be explored in two or three other sites. Feasibility studies for such programs will be made at the request of AID missions, or of host country agencies or former WIN trainees with AID/W and USAID concurrency. During the first year there will be approximately 125 women trained in 5 month-long training sessions, and 150 women trained in the second year (6 sessions). The training sessions will include WIN staff, in-country facilitators, and resource people in such fields as project planning, budgeting, and evaluation techniques. The training session outline, proposed budget, and plans for selection of participants will be reviewed by AID/W in advance of each program. In each country CEFPA will establish a voluntary facilitating steering committee consisting of WIN alumnae, representatives of collaborating agencies, Pathfinder representatives, and USAID representatives, to plan and oversee all elements of the training program.
3. Project design and implementation assistance. The Grantee will maintain close contact with ex-trainees and in-country resource people, and will provide follow-up services and technical assistance to trainees and their organizations in the development and refinement of proposals, search for funding and actual implementation of action programs. For this element of the project CEFPA-WIN project staff,

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and consultants as needed, will maintain contact through frequent correspondence and field visits. All international travel associated with this grant must be approved in advance by Project Officer, Bureau for Program and Policy Coordination, PPC/PDPR/HR, AID/W.

Program impact studies. Careful attention will be given to measuring the effectiveness of this approach that integrates training, follow-up, and the implementation of action programs. Assessment of the training itself will follow the evaluation design developed for the CEFFA-WIM program in Washington. It consists of daily feedback instruments and an overall end-of-program evaluation. Evaluation of the longer-term impact of the training will be measured through participant follow-up over the life of the grant. Basic demographic and occupation information for each participant will be collected, and periodic interviews will be held. At the end of the grant, the Grantee, will prepare and submit to AID/W six individual case studies to describe and assess both the success and the problems in applying management training to day-to-day problems of small community organizations.

The Grantee will also undertake studies of the impact of projects initiated as a result of the training. Through subgrants to indigenous researchers the Grantee will develop a study design to monitor action projects and to provide overtime information to assess the effectiveness of women-to-women programs in reaching both short and long-term goals. It is expected that the Grantee will initiate case studies based on three projects developed during the

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first year of the grant, and studies of up to five projects developed and funded during the second year of the program. The subgrants will cover the costs of a local research team over a three-year period. The Grantee will submit plans for each of the project case studies to the AID/W Project Officer for review; will prepare and submit annual report on the progress and findings of the case studies; and will include in the end-of-project report an in-depth assessment of the findings of the studies. While definitive results are not likely to be seen during the life of this project, it is anticipated that the Grantee will be able to evaluate the methodology and criteria of assessment developed by the study teams and preliminary findings concerning the impact of action programs on women's attitudes and behavior.

1. Evaluation schedule. A mid-project evaluation, conducted jointly by the Grantee and AID, will be conducted in Autumn 1980. A second evaluation will be conducted by AID within six months of the final in-country training session supported under this grant. Additional evaluations of follow-up activities and the progress of the project case studies may be scheduled during the life of this project, if AID deems such evaluations necessary.

The Grantee will keep the appropriate USAID and AID/W informed of follow-up activities and studies, travel plans, and the use of consultants and other resource people.

D. REPORTING

The Grantee shall prepare and submit the following reports:

- A final report of each of the eleven training sessions will be prepared and submitted to the appropriate USAID and AID/W offices within thirty days of the end of each session.

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2. An annual report for each country will be prepared and submitted to the appropriate AID mission and AID/W PPC/PDPR/HR.

Note: The reports for Items 1 and 2 above, will review the training programs, the results of individual follow-up, the action projects developed, and the work of the research team commissioned to undertake project case studies.

3. A final overall report at the expiration of the Grant, will provide a complete synopsis of the accomplishments during the first two years of the grant, and will include in addition six follow-up studies of individual trainees and an assessment of the findings of the eight project impact studies.
4. The Grantee will maintain its directory of trainees and provide AID/W and appropriate missions with annual updates of the directory.
5. Each of the above required reports shall be submitted as follows:
 - (a) 5 Copies to: Project Officer,
Bureau for Policy and Program
Coordination, PPC/PDPR/HR
Agency for International Development
Washington, D. C. 20523
 - (b) 2 Copies to: Program Officer
AID Mission in the Country in which
Grant activities are conducted.

E. BUDGET

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

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<u>Category</u>	<u>TOTAL ESTIMATED COST</u>			<u>Total Obligated Amount</u>
	<u>Year I</u>	<u>Year II</u>	<u>Years III & IV</u>	
Salaries	\$61,497	\$76,575	\$6,260	\$ 144,332
Overhead	30,004	17,315	3,054	70,419
Fringe Benefits	13,649	37,361	1,416	32,380
Consultant Fees	14,200	6,900	1,500	22,600
<u>Travel & Per Diem Consultants</u>				
International Travel	9,900	6,750	--	16,650
Domestic Travel	300	300	--	600
International Per Diem	7,260	4,620	--	11,880
Domestic Per Diem	500	1,000	--	1,500
<u>Staff</u>				
International Travel	19,200	18,000	2,000	39,200
International Per Diem	22,200	24,960	1,000	48,160
Materials Development	4,500	4,000	--	8,500
Communications	5,000	5,000	1,400	11,400
Printing and Duplicating	2,000	2,000	1,000	5,000
Participant Fellowships 6 @ \$5,000 ea.	30,000	--	--	30,000
Long-term Case Studies @ \$15,000 ea.	--	45,000	75,000	120,000

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<u>Category</u>	<u>TOTAL ESTIMATED COST</u>			<u>Total Obligated Amount</u>
	<u>Year I</u>	<u>Year II</u>	<u>Years III & IV</u>	
<u>In-Country Implementation</u>				
<u>Per Diem</u>				
Participants	\$52,416	\$36,364	--	---
Resource Persons	116	118	--	--
Facilitators/ Trainers	7,235	5,128	--	--
<u>Consultant Fees</u>				
Resource Persons Facilitators/ Trainer	2,079	1,906	--	--
	2,813	2,006	--	--
<u>Travel</u>				
Staff (CEPPA)	562	411	--	--
Participants	9,888	7,287	--	--
Resource Persons	432	816	--	--
Facilitators/ Trainer	495	558	--	--
Adm./Secretary Support	5,149	6,852	--	--
Communications	533	778	--	--
Translation & Duplication	5,153	2,729	--	--
Training Materials	6,133	5,571	--	--
Space Rental	1,396	1,590	--	--
Chartered Vehicles	2,343	1,932	--	--
Other Direct Costs	<u>1,359</u>	<u>1,366</u>	--	--
Sub-total, In-Country Implementation	<u>\$98,102</u>	<u>\$75,412</u>		<u>\$173,514</u>
Grand Total	\$318,312	\$325,193	\$92,630	\$736,135

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The Grantee may not exceed the total amount of the Budget. Adjustments among line items are unrestricted.

F. SPECIAL PROVISIONS

1. The Standard Provisions applicable to this Grant are contained in Attachment 2 and Supplement, with the following exceptions:
 - a. Standard Provision 7B "Payment - Periodic Advance"
 - b. Standard Provision 7C "Payment - Reimbursement"
 - c. Standard Provision 12A "Title to and Use of Property (Grantee Title)"
 - d. Standard Provision 12B "Title to and Care of Property (U. S. Government Title)"
2. Add provision entitled "Protection of the Individual as a Research Subject" attached hereto as Appendix I.
3. Add Provision entitled "Utilization of Excess and Near Excess Foreign Currencies" attached hereto as Appendix II.

G. ESTABLISHMENT OF OVERHEAD RATE

Pursuant to the provision of the Clause of the Standard Provisions of this contract entitled "Negotiated Overhead Rates," a rate or rates shall be established for the period beginning September 25, 1979" and continuing until amended. Pending establishment of final overhead rates for the initial period, provisional payments on account of allowable indirect costs shall be made on the basis of the following negotiated provisional rates applied to the base which are set forth below:

On Site (Home Office)	48.79%	Salary and Wages	Fr: 9/25/79
	<u>(Rate)</u>	<u>(Base)</u>	To: Until Amended
			<u>(Period)</u>

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