



PD-117-020
11/1/88

UNITED STATES AGENCY FOR INTERNATIONAL DEVELOPMENT
MISSION TO PAKISTAN

Cable: USAIDPAK

HEADQUARTERS OFFICE
ISLAMABAD

December 7, 1988

Mr. Robert MacMakin
Country Director
International Executive Service Corps
Sasi Town House, No. 6
Abdullah Haroon Road
Karachi

Subject: Grant No. 391-0492-G-00-9202-00

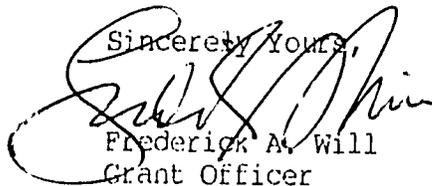
Agreements
AM, LAD (IF Loan)
AM, LAD
AM, LAD
CG/AMC
AMC, BASK
AMC/AM Officer
AMC/AM Officer & File
PFC/CDIE/DI

Dear Mr. MacMakin:

Pursuant to the authority contained in the Foreign Assistance Act of 1961, as amended, the Agency for International Development (hereinafter referred to as "Grantor") hereby grants to International Executive Service Corps (IESC), (hereby referred to as a "Grantee"), the sum of \$150,000 to meet part of its financing for volunteer experts and development of a Trade and Investment Service in Pakistan" as described in the Schedule of this grant and the Attachment I "Program Description". These funds represent maximum USAID contribution. Additional resources required to complete specific objectives of the project will be provided by the IESC. The effective date of this grant is January 1, 1989 and shall apply to commitments made by the Grantee in furtherance of program objectives during the period beginning with the effective date and ending December 31, 1990.

The grant is made to the International Executive Service Corps, on condition that the funds will be administered in accordance with the terms and conditions as set forth in "Schedule", Attachment I "Program Description", Attachment II, entitled "Mandatory Standard Provisions" and, Attachment III "Standard Provisions" which have been agreed to by your organization. Please sign the original and seven (7) copies of this letter to acknowledge your receipt of the grant, and return the original and six (6) copies to the Office of Contracts & Commodities.

Sincerely yours,



Frederick A. Will
Grant Officer

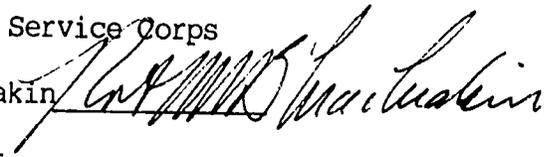
Attachments:

1. Schedule page 1-2
2. Attachment I - Program Description Page PD1-2
3. Attachment II - Mandatory Standard Provisions
4. Attachment III - Standard Provisions

ACKNOWLEDGED:

International Executive Service Corps

By : Mr. Robert MacMakin



Title: Country Director

Date : 11 December 1988

FISCAL DATA

PIO/T No.	391-0492-3-70405
Appropriation Symbol	72-117/81037
Budget Plan Code	QES7-87-37391-KG-39
Project No.	391-0492
Total Estimated Amount	\$150,000
Total Obligated Amount	\$150,000

Funding Source:

AID/W

USAID

ID0857C/ma

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SCHEDULE

A. Purpose of Grant

The purpose of this grant is to assist and advise Pakistan private sector enterprises in the Agriculture and Agri-business sector in increasing their productivity as more specifically described in Attachment I to this Grant entitled "Program Description" and IESC Proposal dated March 17, and June 26, 1988.

B. Period of Grant

The effective date of this grant is January 1, 1989. The expiration date is December 31, 1990.

C. Amount of Grant and Payment

1. The total estimated amount of this Grant for the period shown above is \$150,000. For regular projects \$125,000, and for research projects \$25,000.

2. A.I.D. hereby obligates the amount of \$ 150,000 for program expenditures during the period set forth above and as shown in the Financial Plan below.

3. Payment shall be made to the Grantee in accordance with procedures set forth in Attachment 3 Standard Provision 1, entitled "Payment - Letter of Credit".

D. Financial Plan

The following is the Grant Budget, including local cost financing items, if authorized. Revisions to this budget shall be made in accordance with Standard Provision of this Grant, entitled "Revision of Grant Budget."

<u>Expense Category</u>	Total IESC Costs for 20 Planned Project <u>(Dollars)</u>	Total Cost Per Project <u>(Dollars)</u>	USAID Share Per Project <u>(Dollars)</u>
Recruiting	37,000	1,515	750
Field support	17,000	865	465
Int'l Travel & Per Diem	368,000	18,790	9,395
Local Travel & Misc Costs	78,000	<u>3,880</u>	<u>1,890</u>
Sub Total for one project:	-	25,000	12,500
Sub Total for 10 Projects:	-	-	125,000
Research projects	-	-	<u>25,000</u>
Total Cost	500,000	-	150,000

IESC's total expenditure budget is estimated at \$500,000 for 20 projects. Of this \$150,000 will be provided by USAID for 10 projects at the rate of \$12,500 per project and \$25,000 for research projects.

The financial plan allows flexibility in the total number of projects financed and the cost of individual projects recognizing that some projects require higher client participation and others lower client participation at the discretion of IESC. Likewise the \$25,000 budget for research, trade and investment promotion or ABLE activities can be increased by up to 100% according to demand. In no case can the \$150,000 budget be exceeded.

E. Reporting and Evaluation

The reporting requirements are set forth in Attachment I entitled "Program Description."

F. Special Provision

The standard Provisions of this grant are the attached Mandatory Standard Provisions for U.S., Nongovernmental Grantees Nos. 1 through 12 and the Optional Standard Provisions for U.S. Nongovernmental Grantees Nos. 1, 4, 6, 7, 9, 14 and 25.

G. Authorized Geographic Code

The authorized geographic code for procurement of goods and services under this grant is 000, the United States of America and 391, Pakistan. See also Standard Provision No. 6 to this grant.

H. Mailing Address

For Financial Reports
and disbursements

O/Financial Management
USAID/Islamabad

For Technical reports

O/ARD
USAID/Islamabad

Program Description

1. Program Description

1. Background

IESC is a non-profit organization based at Stamford, Connecticut. IESC is run by private sector business people with the objective of transferring management skills and technology to the private sector in the developing countries.

The PRE Bureau provides IESC with grant funds to support central administrative staff at IESC Headquarters and IESC country directors in USAID countries overseas. PRE has asked field missions to establish effective liaison with IESC field personnel and if possible make auxiliary grants to IESC to subsidize the cost of IESC voluntary executive program in their countries.

2. Purpose

The purpose of the proposed grant is to increase the productivity in private sector enterprises in agriculture and Agri-business enterprises in Pakistan through improvements in technical and/or management operations. The grant funds will provide short term technical and/or managerial assistance to Pakistan entrepreneurs. The grant funds will be used to co-finance the participation of IESC volunteer Executive program in Pakistan during the entire period of Grant here. The beneficiaries will be the owners and employees of the Pakistan client companies utilizing the services of the volunteer executives from the U.S.

3. Implementation Plan

In most cases each IESC volunteer executive assigned under this Grant will assist one client. In rare cases where there are more than one specialized skills required, two volunteer executives may be assigned. IESC will fund all costs incurred on each volunteer assigned which are over and above the total of funds received from Pakistani clients and the Grant.

The sequence of steps in arranging for each volunteer executive assignment will be as follows:

a. Client Identification: The IESC Country Director (CD) is responsible for identifying clients and client requirements.

b. Client Requirements: The CD will visit the client, identify his needs and prepare a proposal using the standard IESC proposal form, detailing the objectives and proposed Grant support needed for the assignment.

c. Recruitment of Volunteer Executive: The CD will despatch the standard IESC project agreement signed by the client and providing other particulars to IESC/Stamford, for approval and recruitment of an appropriate volunteer executive.

d. Selection of Volunteer Executive: This is the responsibility of IESC/Stamford; upon selection, the CD will obtain the local client's acceptance of the volunteer executive.

e. Preparation of Assignment : The CD is responsible for preparing both the client and the volunteer executive for the project prior to arrival of the volunteer in Pakistan.

f. Arrival: The CD is responsible for meeting the volunteer executive at the airport, installing him in suitable accommodation and arranging initial meetings with the client.

g. Progress of Project: The CD will maintain contact with both the volunteer executive and the client throughout the project and will help resolve any questions or problems as they arise.

h. Report: The CD will provide a report to USAID/Islamabad on each individual volunteer executive assignment following the completion of each assignment as described in section 5, Reporting Requirements.

5. Reporting Requirements

For each individual IESC project supported by this grant, IESC/Pakistan will furnish USAID Pakistan/Islamabad and the Additional Secretary, Ministry of Food, Agriculture and Cooperatives (MINFAC), a progress report on completion of individual projects.

IESC/Pakistan will also furnish semi-annual reports to MINFAC and USAID/Pakistan containing the following information on the overall IESC program in Pakistan. These reports shall be submitted not later than 30 days after the end of semi-annual period ending on June 30 and December 31 each year.

- a) Projects completed to date under the program supported by USAID
- b) Projects in-hand
- c) Projects awaiting arrival of volunteer executives
- d) Summary list of the clients supported, volunteer executives assigned, and the amount of payment received under the grant to fund each project.
- e) Comments from the Client for completed project(s).

A final report shall be submitted not later than 60 days following the completion of the Grant.

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