

PD-112-218
162871



USAID GUATEMALA



AGENCY FOR INTERNATIONAL DEVELOPMENT
UNITED STATES A. I. D. MISSION TO GUATEMALA

USAID.GUATEMALA or c/o American Embassy
APO MIAMI 34024 Guatemala, City, Guatemala, C.A.
Telephones: 366352153, 366378, 321739, 366309
Telex: 3110 USAID GU
Fax: 365346, 311130

August 23, 1989

COMPAÑEROS DE LAS AMERICAS
c/o Instituto Guatemalteco Americano
Ruta 1 4-05, Zona 4
Guatemala City

SUBJECT: Grant No. 520-0384-G-SS-9658-00

Gentlemen,

Pursuant to the authority contained in the Foreign Assistance Act of 1961, as amended, the Agency for International Development (hereinafter known as AID or ROCAP) hereby grants to Compañeros de las Americas (hereinafter known as Grantee) the sum of seventy four thousand US dollars (\$74,000) to complement resources which are provided this PVO for its work with other national and international institutions/organizations which are involved in environmental protection and natural resource management in the Petén, as more fully described in Attachment No. 1 entitled Schedule and Attachment No. 2 entitled Program Description.

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 beginning with the date of this letter and ending two years thereafter. This Grant is made to Compañeros de las Americas on the condition that the funds will be administered in accordance with the terms and conditions set forth in Attachment No. 1 entitled the Schedule, Attachment No. 2 entitled Program Description and Attachment No. 3 entitled Standard Provisions for US Nongovernmental Grantees which have been agreed to by your organization.

1

Page 2
Companeros de las Americas

Please sign the original and five (5) copies of the letter to acknowledge your receipt of this Grant and return the original and four (4) copies to the USAID/Guatemala, Attention Regional Contracts Office.

Sincerely,



Ray Potocki
Regional Grant Officer

ACKNOWLEDGED:

By: _____

Title: _____

Date: _____

ATTACHMENTS:

1. Schedule
2. Program Description
3. Standard Provisions, US, Nongovernmental Grantees

FISCAL DATA

Appropriation No.:	72-1191021
Budget Plan Code:	LDEA-89-25520-KG13
PIO/T No.:	520-0384-3-90133
Total Estimated Amount:	\$74,000
Total Obligated Amount:	\$74,000

21

SCHEDULE

A. Purpose of the Grant

The purpose of this Grant is to complement resources which are being provided this PVO for its work with other national and international institutions/organizations which are involved in environmental protection and natural resource management in the Petén.

B. Period of the Grant

The effective date of this Grant is the date of the Grant cover letter. The expiration date is two years thereafter.

C. Amount of Grant and Payment

1. The total estimated amount of this Grant for the period shown in paragraph B above is \$74,000.00.
2. Payment shall be made to the Grantee in accordance with procedures set forth in Attachment 3, Optional Standard Provision No. 2 entitled Payment - Periodic Advance.

D. Financial Plan

The Financial Plan for this Grant is shown as Exhibit A to Attachment No. 1. Revisions to the plan shall be made in accordance with Standard Provision of this Grant entitled Revision of Grant Budget. The Financial Plan is illustrative in nature and the grantee may adjust individual cost lines by a factor not to exceed 15%. Any adjustment exceeding 15%, or any increase in the total Grant amount requires the prior written approval of the Grant Officer.

E. Special Provisions

1. The Grant Officer's Technical Representative (GOTR) for the performance of this Grant is Mr. Richard Martin, Deputy Chief Office of Human Resources or his/her designee. The GOTR shall be named in writing and the Grantee will be notified in writing should the GOTR changed. The GOTR shall have the following duties:
 - a. Certification of work performed on all vouchers submitted;
 - b. Necessary clarifications of, or minor, non-cost-related technical submissions required under the Program Description;
 - c. Approval of all reports, plans, timetables or other such technical submissions required under the Program Description;
 - d. Approval of all short and long term personnel charged to this Grant provided that their salary does not exceed their current salary or the salary of an AID employee at the FS-1 grade, whichever, is less; and
 - e. Approval of travel and procurement commodities.
2. Salaries or compensation of short and long-term Specialists require prior written approval by the Regional Grant Officer.

G. Authorized Geographic Code

The Authorized Geographic code for Procurement of Goods and Services shall be in accordance with Optional Standard Provision No. 6 of the Standard Provisions.

3714Gal

4

ILLUSTRATIVE BUDGET

A. PHASE I: Petén training in Guatemala

Three U.S. experts for 15 person days each
In-country training assistance and related costs
Work site: Guatemala
Timeframe: May-June 1989
Approximate cost: \$27,000

B. PHASE II: U.S. or third country training of a group of 16 leaders with a commitment to environmental protection and natural resource management.

Two representatives of Compañeros de las Américas
Two representatives of ASIES
Two representatives of CONAMA
Two representatives of SECON
Two representatives of the Ministry of Education
Two representatives of the Ministry of Agriculture
Two community members from the Petén
Two representatives of major Petén private industries

Duration: Ten days
Timeframe: September 1989
Approximate cost: \$32,000

C. PHASE III: Multiplier effect training in Guatemala

One U.S. expert to provide on-site training assistance to Guatemalan individuals and groups with a commitment to environmental protection and natural resource management.

Three 10 person day visits
In-country training assistance and related costs
Timeframe: November 1989, May 1990, and January 1991
Approximate cost: \$15,000

D. Total cost of the initial grant to "Compañeros de las America" Guatemala-Alabama for environmental protection and natural resource management training is seventy-four thousand dollars (\$74,000).

PROGRAM DESCRIPTION

I. BACKGROUND

In conjunction with efforts to increase and diversify agricultural production in Guatemala, the Mission has prompted the sustained exploitation and conservation of the natural resources that provide the basis for growth in this sector. The Mission has recognized the importance of environmental and natural resource (ENR) activities in the long-term, broad-based growth of the Guatemalan economy in other sectors as well, and has undertaken ENR activities in education and training, research, public sector institution building and PVO support. In addition, the Mission has implemented innovative ideas in the preparation and follow-up on Environmental Assessments, and has carefully considered the cross-cutting ENR concerns in each of its Development Assistance projects.

The Mission has taken a significant role in ENR activities in Guatemala and proposes to increase its participation in this area. Due to the importance of promoting sustainable economic development through natural resource conservation, the increasing ENR problems in Guatemala and the support being provided by the GOG and A.I.D./W.USAID Guatemala proposes a new Mission objective in this area.

Numerous national and international publications have documented the degradation of the environment and natural resources of Guatemala these publications indicate that problems in the following areas are particularly serious:

1. Deforestation,
2. Loss of Biodiversity;
3. Watershed Degradation.

To show its commitment to resolve these problems, the GOG recently passed a new law^{to} create new protected areas which will assist in limiting deforestation and further biodiversity loss, is currently creating a new law to promote the planned and sustainable exploitation of forestry

|| 7
|| 1
|| 4

and
resources, is currently creating a new irrigation strategy which will integrate watershed management activities, including soil and water conservation practices.

Taking into account the importance of promoting sustainable economic development through natural resource conservation, the growing ENR problems in Guatemala, the existing USAID activities and the support being provided by the GOG, PYO's, and other donors, the Mission is formulating a strategy which will promote the sustained exploitation of natural resources in a manner that minimizes damage to the environment, protects biodiversity and provides the means for equitable and sustainable economic growth.

Under Component 2: Improve Public Sector Policy and Program Analysis of the Development Training and Support Project, AID No. 520-0384, there are provisions for an emphasis on institutional change and policy dialogue and presents opportunities for continued identification of training areas. Natural resource management and conservation of biodiversity in tropical forests is one area which has already been identified through initial discussions with the GOG.

There are concerns both in the Mission and in the GOG that unmanaged development in the rich tropical forest in Petén area could damage the ecological balance caused by excessive deforestation and timber cutting to clear the land for roads and commercial development.

Ecologists have predicted that in the long run, land clearing efforts for development purposes may have profound irreversible effects on the environment ranging from reduced oxygen levels to the permanent disappearance of indigenous flora and fauna. Efforts to conserve the tropical environment and conservation of biodiversity in protecting natural resources through land management and conserving tropical forests are major objectives in Guatemala's long term development plans.

A corollary issue is the maintenance of biological diversity in concert with the natural environment to protect animal species in secured habitats.

The focus on natural resources management represents a critical equation in the development process as it impacts on the vital geographical and demographic conditions of society. The lack of proper

land and resource management can have negative effects on such major areas of development and survival as agricultural production (soil erosion due to deforestation) health, nutrition, and has been amply demonstrated in other circumstances and has been recognized by AID and other international development agencies as a critical issue to address in the development process.

Substantial work has been carried out in this area however, there is still much to done. The University of Alabama and the Partners of the Americas ("Compañeros de las Américas" Guatemala-Alabama) have been working closely with San Carlos University to develop plans for preserving the natural environment of the Petén while enhancing the opportunities for planned economic development of the region.

The "Compañeros de las Américas" is currently planning the "Programa para la Conservación del Petén" and will coordinate work in collaboration with the Universidad de San Carlos" Centro de Estudios Conservacionistas" and the Universidad of Alabama in Tuscaloosa.

Given the importance of the innovative efforts initiated by the above mentioned entities, USAID/G will provide X funds through a grant to "Compañeros de las Américas" for the purpose of complementing resources which are being provided this PVO for its work with other national and international institutions/organizations which are involved in environmental protection and natural resource management in the Petén.

The purpose of this DT&S activity is to develop a cadre of leaders and materials (for mass media utilization) for reaching political leaders, technical personnel, teachers, students, private sector industries, and the public with the objective of promoting awareness, conscientiousness, concern and planned systematic action to focus attention, and resources on natural resource management and environmental protection as it relates to the Petén.

II. IDENTIFIED NEEDS

A. Lack of adequate political support for enactment of legislation to support natural resource management and environmental protection and education.

- B. Lack of the GOG capability to inform the public with regard to how to utilize existing GOG policy for immediate efforts in natural resource management and environmental protection.
- C. Shortsightedness and lack of information on the part of farmer, relative to natural resource management and sustainment agriculture technology.
- D. Lack of information for the majority of Guatemalans with regard to the detrimental impact which careless actions have on the environment.

III. PARTICULAR EMPHASIS DESIRED FOR USE OF GRANT FUNDS:

Orientation and training of political leaders, decision makers, the public, university level professors, representatives of influential private sector industries, primary and secondary level teachers, and GOG high level officials relative to environmental protection and natural resource management for the purpose of policy dialogue, legislation enactment, planning and implementation of environmental protection and natural resource management for the purpose of policy dialogue, legislation enactment, planning and implementation of environmental protection and natural resource management action plans, the development of education programs which reach Guatemalan citizens through mass media relative to conservation of the Petén.

IV. SCOPE OF WORK

Prior to the initiation of training activities relative to conservation of the Petén, the Grantee shall establish linkages with USAID/Guatemala for the purpose of programming orientation sessions which will provide guidance for the planning and implementation of ENR activities for the Petén. Additionally, the Grantee shall program ENR activities such that USAID/Guatemala is actively involved in providing on-going technical assistance and guidance for the ENR activities.

PHASE I : PETEN TRAINING

A. Component 1

1. Coordinate planned actions with collaborating entities such as the National Environmental Commission (CONAMA), center for Conservation Studies of the University of San Carlos (CECON), "Amigos de las Américas", etc,
2. Establish logistical support for contracted activities, as well as assume coordinating functions for establishing cooperative and complementary efforts of interested public and private entities with interests in ENR,
3. Identify specific participants and coordinate actions with participating entities to ensure that trainees are able to fulfill their roles as participants and execute their responsibilities for making the multiplier effect a reality;
4. Establish the mechanisms for developing required products;
 - a. Training materials for utilization of trainees and for utilization through mass media,
 - b. Action plan for natural resource management and environmental protection training follow-on activities for the Petén;

B. COMPONENT 2A

1. Implement an ENR seminar for approximately 50 political leaders;
2. Document feedback from participants for planning and executing followup training activities in ENR,
3. Encourage participants to provide trainees with individual commitments (hopefully written) for natural resource management and environmental protection which they feel are attainable for conservation of the Petén;

C. COMPONENT 2B

1. Implement a seminar for approximately 100 teachers (50 primary level and 50 secondary level);
2. Document feedback from participants for planning and executing followup training activities in ENR for conservation of the Petén;
3. Require participants to provide feedback for materials development and dissemination especially in the area of curriculum reform and community education;
4. Require participants to provide input for individual and group Action Plans (multiplier effect) for the purpose of reaching Ministry of Education decision makers, students, parents, community members, and other teachers, relative to ENR;

D. COMPONENT 3

1. The U.S. institution responsible for the implementation of this component will implement a seminar for 50 University of San Carlos professors, as well as provide public seminars to reach approximately 100 other Guatemalan university professors and public entities which can benefit from orientation consciousness relative to ENR. Experts responsible for this portion of the training will emphasize ENR as it relates to Guatemala utilizing audiovisual aids to complement verbal presentations. Technical assistance provided under this activity will go beyond the sharing of expertise in biological science and will focus on the much more comprehensive ENR concerns which will be most valuable for a systematic and concerted effort in ENR at the university level and through activities which other participants make a commitment to execute as a result of their orientation/ training sessions;
2. Document feedback from participants for utilization in planning followup activities in ENR;

3. Encourage participants to develop action plans, as well as plans for utilizing information for teaching classes, informing colleagues and other Guatemala citizens relative to ENR via the multiplier effect.

B. PHASE II. THIRD COUNTRY OBSERVATION
TOUR/ TRAINING

Based on PHASE I results and feedback the contractor shall plan and implement followup activities which complement initial activities in environmental protection and natural resource management. A cadre of 16 leaders who have demonstrated a commitment to environmental protection and natural resource management shall be selected for training in a third country. The Grantee will plan the observation tour and technical assistance such that the 16 participants receive appropriate orientations and practical field trips to obtain additional experience and expertise through practical hands on activities. The training will include the development of Action Plans for implementation of the multiplier effect upon return to Guatemala.

C. PHASE III. IN COUNTRY TRAINING (MULTIPLIER EFFECT)

Upon return to Guatemala the 16 participants shall train trainers in environmental protection and natural resource management in order to reach the public, policy makers, decision makers, and private sector entities which represent influential industries which can effectively participate in environmental protection and natural resource management, it is anticipated that a minimum of 1,000 persons will be reached nationwide through this portion of the ENR training action to be carried out over approximately 20 months.

It is anticipated that a minimum of 1,000 leaders will receive orientation and training relative to environmental protection and natural resource management in the Petén during the grant period.

V. PERSONNEL

The Grantee shall make all arrangements to provide the appropriate personnel to carry out ENR related activities and will coordinate the utilization of resources of other entities with current or planned actions in ENR for the Petén,

VI. DELIVERABLES

A. Orientation and training materials for environmental education and awareness via mass media. The content shall include but not be limited to the following: identified needs; problems related to natural resource management and environmental protection in Guatemala; fundamental factors which contribute to the deterioration on the social and economic development of Guatemala; options and recommendations for addressing needs methodology and resources to be utilized in natural resource management and conservation; specific listing of existing resources (complete with name of resource, contacts address telephone numbers, description of available services etc), in Guatemala and abroad for natural resource management and conservation. Initial orientation materials shall be provided participants during Phase I and feedback shall be utilized to improve and develop materials for subsequent training activities as appropriate and based on cost of reproduction two copies training materials shall be provided USAID/G within thirty days after providing them to participants. Copies of other training materials will be provided USAID/G as each subsequent phase of training activities is executed.

B. Additionally, Compañeros de Las Americas will provide A.I.D. and each group of participants a copy (total 5 copies) of THE NATURAL RESOURCES DIRECTORY (who is doing what where in Latin America and the Caribbean) available at the cost of \$15.00 per copy from Partners of the Americas, 42 K: St. NW Suite 700 Washington, D.C.

C. A report is due thirty days after completion of Phase 1, which includes but is not limited to the following: title page; table of contents; background; identified needs; goals and objectives of the "Programa para el Desarrollo de Peten 1989"; methodology utilized for Phase One of the Peten training program, participants and specific activities for each group participants' conclusions and recommendations for training in the United States or a third country as appropriate (Phase 2) and followup training in Guatemala (Phase 3) of a cadre of 16 leaders representative of the participating groups. The Phase 2 and Phase 3 training strategy shall also include an Action Plan to carry out training, utilizing available resources, such as those of the Grantee the "Universidad de San Carlos" resources; U.S. resources; CONAMA and CECON resources; A.I.D. resources and other resources.

VII. LOGISTICS

Logistics will be the responsibility of "Compañeros". "Compañeros" shall provide the USAID at least 10 work days to process travel concurrence request. The Grantee shall make arrangements for U.S. technicians to be covered by DBA insurance prior to traveling to Guatemala.

VIII. TRAINING FUNDS

To complement resources provided by "Compañeros de las Américas" for environmental protection and natural resource management, A.I.D. hereby earmarks and commits seventy-four thousand dollars (U.S. \$74,000) to finance training activities related to environmental protection and natural resource management.

Funds to cover training related costs shall be made available under a special rotating fund established by mutual agreement by and between USAID and "Compañeros de las Américas".

At the request of "Compañeros de las Américas" and subject to the conditions hereinafter set forth, USAID may make periodic advance payments to "Compañeros de las Américas" not exceeding 90 day actual cash requirements under this grant.

No advance payments shall be made without approval of the Deputy Chief, Office of Human Resources and the Controller of USAID. The funds made available to "Compañeros de las Américas" shall be deposited in a special, non-interest bearing bank checking account. No part of the funds in the Special Bank Account shall be mingled with other funds of "Compañeros de las Américas" prior to withdrawal thereof from the Special Bank Account. Each withdrawal shall be made only by check of "Compañeros de las Américas" signed by two persons designated by "Compañeros de las Américas". Whenever so requested in writing by USAID, "Compañeros de las Américas" shall repay to USAID such part of the unliquidated balance of the advance payments as shall in the opinion of USAID be in excess of current requirements. The advance will be liquidated by "no pay" vouchers submitted on a monthly basis.

TO OBTAIN PAYMENT

- 1) Advances will be authorized in accordance with Standard Provision No. 2 entitled Payment - Periodic Advance.

- 2) Requests of direct payment in U.S. dollars for training costs shall be specified by "Compañeros de las Américas" in accordance with guidance provided by the USAID Controller. All other grant related expenses shall be paid in local currency, Quetzales. For costs related to international travel of public sector participants, "Compañeros de las Américas" shall specify that funds to finance international travel of Guatemalan public sector participants will be charged to the USAID/Guatemala local currency PD&S trust fund as specified in the Project Paper of the Development Training and Support Project, as well as identify those costs in periodic advance requests and in the corresponding liquidation documents

ACCOUNTING PROCEDURES:

"Compañeros de las Américas" agrees to maintain accounting procedures and controls acceptable to USAID for the administrative funding it receives as the Grantee. "Compañeros de las Américas" agrees to have an annual audit by a recognized commercial audit firm for the purpose of reviewing the Grantee's accounting records, in order to assure compliance with agreed to terms of this Grant Agreement and other side letters. If it is determined in the audit that "Compañeros violated any of the terms of the Grant Agreement and any other side letters, USAID may request that "Compañeros de las Américas" reimburse USAID an equivalent amount.

ACCESS TO ACCOUNTING RECORDS:

"Compañeros de las Américas" agrees to maintain records relative to the utilization of the funds it derives from the Grant and to permit USAID personnel and the USAID Project Officer monitoring and access of records. Auditors and their agents must have complete access to accounting for the duration of the Grant Agreement, and for a period of three years following termination of the Grant Agreement. This access will be provide at all reasonable times and will include use of equipment, as required, to access grant related information/data.

The Grantee shall provide the authorized government representatives proper facilities for inspection of the Contractor's books, records, and accounts.

PROJECT MANAGER FOR GUATEMALA:

USAID will designate a training coordinator from its Human Resources Development to serve as the principal contact between USAID and will monitor the performance of the institutions to insure that the conditions of the program as outlined in the Grant Agreement are being met. The USAID Training Office will serve as support office, as required, for grant activity execution.

TERM OF THE GRANT:

The term of the Grant, unless extended or terminated pursuant to the Grant Agreement is two years, beginning with the date of the Grant cover letter.

EXTENSION OF THE GRANT:

Subject to the availability of funds for this purpose and the mutual agreement of the parties, the Grant Agreement may be extended beyond the term of the periods up to one year each, under the same termination and conditions herein agreed, or as modified by mutual agreement.

TERMINATION

For Convenience: The Grant Agreement may be terminated at any time for convenience by USAID or "Compañeros de las Américas" upon thirty days written notice to the other party.

For Cause: the Grant Agreement may be terminated at anytime for cause by USAID or "Compañeros de las Américas" upon thirty days written notice, if a party fails to comply with the terms of this Grant Agreement.