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COOPERATIVE AGREEMENT OTR-0158-A-8155-00

ANNUAL REPORT

YEAR TWO

Submitted to:

**Mr. Harry Wing
FVA/PVC Project Officer
U. S. Agency for International Development**

Submitted by:

**Volunteers in Technical Assistance
1815 North Lynn Street, Suite 200
Arlington, VA 22209**

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TABLE OF CONTENTS

	<u>Page</u>
I. EXECUTIVE SUMMARY	1
II. BACKGROUND	3
Elements of the VITA Program	3
Inquiry Service	3
Training	3
Communications	4
III. PROJECT METHODOLOGY	5
Project Goal and Purpose	5
Outputs vs Targets	5
Women as Target Beneficiaries	8
IV. MONITORING AND EVALUATION	9
V. REVIEW AND ANALYSIS OF PROJECT RESULTS BY COUNTRY	12
Central African Republic	12
Djibouti	13
VI. MANAGEMENT	15
A. Project Planning	15
B. Staff Resources	15
C. Training	15
D. Logistical Support	15
E. Technical Assistance	15
F. Fund Raising	15
G. Board of Directors	16
VII. FINANCIAL STATEMENTS	18
VIII. LESSONS LEARNED AND LONG-TERM PROJECT IMPLICATIONS	22
1. Estimates of Project Costs and Benefits	22
2. Institution Building	22
3. Estimate of Sustainability	23
4. Benefit Distribution	23
5. Local Participation	23
6. Leadership Development	23
7. Innovation and Technology Transfer	23
8. Policy Implications	24
9. Collaboration/Networking With Other Agencies ..	25
10. Replication Potential	25
IX. RECOMMENDATIONS	26

X.	ATTACHMENTS TO ANNUAL REPORT	27
	Country Data Sheets	28
	Logical Framework	31
	List of Organization's Added to VITA's Global Network	34
	Table of Requests for Second Year of the Cooperative Agreement	43
	Budget Breakdown of Requested Increment if Funding	45

I. EXECUTIVE SUMMARY

Volunteers in Technical Assistance (VITA) presents in this document a summary of the second year of activities under the ongoing USAID Cooperative Agreement OTR-0158-A-00-8155-00 which runs from May 1, 1988 to April 30, 1991.

VITA's program in information management and dissemination, funded under this cooperative agreement, builds on VITA's 30 year history of providing technical assistance to people and groups in the developing world. The program emphasizes the low cost dissemination of high quality information and services for the purpose of creating new wealth, businesses, and jobs. To achieve these goals the organization provides a series of services including:

- o by-mail technical information delivery
- o training
- o publications
- o on-site project implementation
- o creation of an innovative communication network linking VITA's low-earth orbiting satellite (PACSAT) with 30 ground stations

In the second year of this cooperative agreement VITA has met or exceeded target outputs for all but two of the requirements under the match: ground station creation and training program implementation. In both cases, delays in implementation have been due to considerations beyond VITA's control.

In the case of ground station creation, the first significant delay came with the Challenger space shuttle disaster and after that the series of postponements over a period of 18 months of the launch of the Ariane 4 rocket that carried the PACSAT Communications Experiment (PCE) as a payload. Further delays have been caused by the failure of the Virginia Polytechnic Institute to deliver on time the software that will allow the ground stations to communicate with PACSAT. These delays have precluded the timely execution of this part of the grant, and since the dollar match under this grant has been more than met, VITA requests an amendment to the cooperative agreement that will exclude this activity from the target outputs. VITA remains deeply committed to packet radio and PACSAT and its plans to establish the ground stations as quickly and efficiently as possible. Communications is essential to development and the network envisioned is a critical part of VITA's strategy for the future.

VITA's lapse in meeting its target output for training programs has been similarly due to circumstances beyond the organization's control. In the second year of activities VITA did conduct two training programs overseas. Two volunteers were sent to Liberia where they trained the staff of the Small Enterprises Financing

Organization (SEFO) in the use of computers to manage loan and client information. Two more volunteers were sent to the Sudan where training was conducted on the use of packet radio systems for the transmission of accurate and timely information from remote ground stations. Unfortunately, additional training that had been scheduled to take place in Chad and Tanzania was postponed and thus VITA has not met its target of training 45 information users overseas and 6 at headquarters. With one year remaining in the grant, VITA intends to step up efforts in training program implementation so that these targets can be met.

II. BACKGROUND

With the support of USAID's PVC Office, VITA has for many years been able to strengthen its technical information collection and dissemination system and meet the needs of over 100,000 requestors. The demand for the information service has reached record levels and continues to increase. The current Cooperative Agreement is designed to meet this demand and to target those people and organizations in the developing countries who are engaged in the effort to establish business enterprises and create jobs.

It is VITA's belief that information is the essential to the process of development. Information enables individuals and organizations in developing countries to upgrade their ability to design, implement and evaluate projects which promote employment, generate income and utilize available resources efficiently. By providing people in the developing world with information, VITA assists them to gain access to otherwise unavailable resources and plays a critical role in helping them take control of their own circumstances and improve them.

In disseminating information, VITA has always recognized that the information provided must respond to the needs and resources of the requestors. VITA also understands that in providing information it must be sensitive to the requestors' level of skills and knowledge.

Elements of the VITA Program

Inquiry Service: For thirty years VITA has specialized in providing technical information to Third World requestors helping them design simple and inexpensive applications and training them to use technologies to help solve problems and exploit opportunities to create new wealth. Over a period of three decades more than 100,000 requests for information have been answered through a highly sophisticated and efficient system of information dissemination. In responding to each request, VITA utilizes information of the highest quality derived from a variety of sources: its network of volunteer experts, the organization's own documentation center containing specialized technical material, as well as information from a wide variety of commercial data bases and a large number of institutions. This service is provided at no cost thanks to the combination of sustained AID support over the years and VITA's 5,000 dedicated volunteer experts.

Training: It has long been VITA policy to encourage and assist Third World countries to develop an information culture in which sophisticated skills with computers, communications and information management are recognized as important to economic development. The foundation of this effort is the transfer of

VITA's information dissemination capability to sister institutions in the developing world. To this end, VITA offers an Information Resource Development and Management Training Program that is specifically designed to provide organizations and individuals with the skills they need to establish and manage an information-handling system, whether manual or computerized.

Communications: In the Information Age, information technology is inseparable from communications. VITA's involvement in communications is a recognition of this and the organization has pioneered the use of packet radio and low-orbiting satellites in an innovative program to bring low cost communications technologies to areas unserved by telecommunications and even electricity. VITA's policy is based on the conviction that communications are essential to development. In most developing countries communications even within the capital city are extremely poor. The exchange of information both internationally and internally which is necessary to development is frustrated. The modern telecommunication systems that could rectify this situation are certainly available, but they are very expensive and for the most part beyond the means of many developing nations. VITA's program, working with relatively simple and inexpensive technologies such as packet radio and VITASAT--a low earth orbiting satellite--is working to expand the options available for the dissemination of technical information.

III. PROJECT METHODOLOGY

Project Goal and Purpose

The purpose of the present project is the low cost dissemination of high quality information and services to people and groups in developing countries. The end result is the stimulation of economic activity and the creation of new wealth, businesses, and jobs. VITA brings to this task an integrated system of information dissemination developed over thirty years that is unique in the field. Its ambitious purpose is to make available to those who would otherwise have no means of access, information which will permit them to take control of their lives and improve them through increased earnings and production and enhance the quality of what they produce. Based on the foundation of 5,000 volunteer experts, the system includes a vast storehouse of information resources, publications, training and communications.

Immediately below is a comparison of project outputs with targets. In analyzing these results one should keep in mind that while convenience of reporting and budget require that the program be divided into annual segments, the effort is one that will require the full three year period of the contract.

Outputs vs Targets

Technical Inquiry Response Service: VITA's Technical Inquiry Response Service, which is supported under the present cooperative agreement, is the oldest and best known of VITA's services. By responding to requests for information at the rate of nearly 2,000 per month this service has helped VITA become the primary source of technical information to the developing world.

In year two of the cooperative agreement VITA surpassed its goal by answering a total of 19,493 requests for information. Its target output for this year of the matching grant was 12,000. The following table indicates the breakdown of these requests by origin and type of requester:

	<u>AFRICA</u>	<u>LATIN AMERICA</u>	<u>ASIA/ PACIFIC</u>
Business	1,729	58	130
Governments	1,135	13	124
Quasi Govt	203	29	46
Individuals	9,773	303	784
Int'l Organizations	16	22	77
PVOs	850	127	502
Schools	892	2	10
Universities	2,220	59	389
TOTAL	16,818	613	2,062

It is highly significant that those who use the service represent the very groups that most development agencies have targeted as priorities. The preponderance of requests emanate from Africa; more than 150 requests a month are business related; an average 125 requests per month come from PVOs who in turn disseminate the information further; schools and universities use the service 300 times a month. Every recent evaluation of the program has made the point that if the service were not available from VITA it would not be available at all. Even international organizations such as USAID which have information resources for their own use consult VITA frequently.

Publications: The production of publications in year 2 of the cooperative agreement proceeded according to schedule with the following six technical papers added to the over 100 VITA publications already in existence:

- Understanding Integrated Pest Management
- Understanding Well Drilling
- Understanding Solar Cells
- Understanding Dairy Goat Production
- Rough Sawing of Logs Industrial Profile
- Glucose from Cassava Starch Industrial Profile

Preliminary work for the production of the following six papers to meet the third year goals was also initiated:

- Understanding Small-Scale Irrigation Systems
- Understanding Corn Processing and Products
- Understanding Bamboo Products
- Cattle Feed Industrial Profile
- Canned Fish Industrial Profile
- Block Ice Industrial Profile

While VITA has met its requirements for publications under the agreement, it plans to accelerate the number of publications drastically in the third year of the program in response to the perceived needs of the enterprise development projects it is implementing in several countries. This orientation to real world requirements is one reason why VITA's resources are so much in demand.

Training: VITA's goal in the second year of project activity was to provide training to 45 trainees in three African countries and 6 trainees in its Arlington, Virginia headquarters.

The following is a breakdown of training activity in the organization's headquarters:

# of requests received	34
# of people registered	9
# of people attended	2

Clearly, the demand for the training is substantial. However, the scholarships VITA was once able to give under the program were eliminated because of the necessity to reduce the budget of the present cooperative agreement.

Overseas training was planned for Chad, Tanzania, Sudan and Liberia. Due to unforeseen planning difficulties in Chad and Tanzania, training in these countries was postponed until the third year of the agreement. It is expected that all the training called for in the agreement will have been done by the end of the third year. Training did take place in the Sudan and Liberia.

In the Sudan, the training was aimed at helping to dramatically increase the communication and information dissemination capabilities of CARE-Sudan and the Government of Sudan's Relief and Rehabilitation Commission's (RRC). Like most other assistance organizations within Sudan, both CARE and the RRC suffer from a serious lack of timely and reliable communication of information. The course, given in Khartoum, trained personnel to use and install VITA's packet radio system. The program adhered to the grant's requirement of increasing the capacity of organizations to vigorously disseminate information. It should also be noted that all of the students trained were Sudanese nationals so that information dissemination is not dependent on NGO/expatriate personnel.

In Liberia, two VITA Volunteers trained the staff of the Small Enterprises Financing Organization (SEFO)--the only institution in Liberia providing credit to micro, small and medium businesses--in the use of computers to manage loan and client information. Participants were instructed in the use of computerized accounting and loan portfolio systems as well as financial packages that will allow them to make loan analyses of potential clients. The training will allow SEFO to improve the quality of the assistance it offers Liberia's private sector and broaden its outreach.

Voice Of America Broadcasts: VITA has traditionally used every means available to disseminate technical information. For the past several years a weekly program on technology has been broadcast on the Voice of America. A specific technology is discussed on each program in an easy to follow question and answer format. Listeners are invited to write to VITA for more information on the technology discussed. During the second year of the cooperative agreement VITA met its target output of 52 broadcasts.

Country Programs: During the second year of the project programs were implemented in the Central African Republic and Djibouti. Detailed information on each one of these projects is given, as called for, in Section V of this report.

Women As Target Beneficiaries

VITA has long recognized the essential role played by women in the development process and has consistently sought to focus on technologies identified by women as important.

In gathering and disseminating technical information VITA maintains a comprehensive focus on the social and economic implications of introducing a technology. Such technologies might include fuel efficient cook stoves, windmills, farm implements, looms and many others which through appropriate application have a positive impact on the community as a whole, and both directly and indirectly serve to improve the lives of women. Examples of VITA's technical information services to women in the second year of the grant include:

- o Inquiry Service: In the second year of the cooperative agreement VITA has provided technical assistance and information to more than 780 women. Among others it has provided women in Nigeria, Niger, Gambia, the Philippines and Thailand with information on solar cookers; the Solomon Islands and Bolivia on soap making; Argentina on water purification; Kenya on agroforestry; South Africa on water storage; Gambia on health care; Uganda on log production, poultry raising and a variety of other income generating activities.
- o Publications: Another six titles were added to the more than 200 manuals and technical bulletins on technologies that are useful for developing nations. VITA expects that like some of its more popular publications such as the "Village Technology Handbook" these new technical papers will be frequently used by women as guides for the establishment of income generating activities.
- o In-country Programs: In its credit pilot program in the Central African Republic, VITA is making an active effort to extend credit to women and women's groups in the country's urban and rural areas. Similarly, in its project in Zambia, VITA is working hand in hand with a local NGO, the Village Industry Service, to enable women to get access to credit and to introduce labor-saving food processing techniques for their use.

IV. MONITORING AND EVALUATION

The purpose of evaluations under the present matching grant is to provide FVA/PVC and VITA management with an assessment of the organization's progress in implementing the Cooperative Agreement. Specifically, each evaluation is to:

- o assess VITA's progress in strengthening the ability of local institutions and organizations to operate information systems that support small scale economic development.
- o assess the management implications of increasing demands for technical information on the TIS;
- o identify any implications of the use of new technologies (PACSAT, packet radio) on the organization and management of a decentralized information service;
- o document requestors' and volunteers' perceptions of the utility of the information received for business development;
- o assess the adequacy of resources and management capabilities to implement the Grant Agreement.

In accordance with the Cooperative Agreement, a midterm process evaluation to assess progress on work to date was undertaken in conjunction with the FVA/PVC Office. The evaluation followed the framework put forth in the matching grant proposal which was submitted to USAID in September of 1987. A two-person evaluation team spent approximately two months examining "lessons learned" from project activities. The evaluation which began on March 26, 1990 consisted of staff interviews, requestor mail surveys and a field visit to Kenya. A draft of this evaluation was submitted to Loreta Williams for her review and comment on May 9, 1990.

The evaluators made several recommendations and some criticisms. We believe that it is important to speak to the issues so we would like to take some time in this section to look at each one of them in turn as they appear in the evaluation draft.

The evaluation found that VITA is implementing activities in terms of the purpose and goal of the grant. It was suggested, however, that:

1. *VITA should change its form of grant management for the period of the grant by designating a grant manager other than the Executive Director. The manager should have responsibility for month-to-month oversight and coordination of grant implementation activities. If found appropriate FVA/PVC should consider a small amount of supplemental funding to allow VITA to strengthen its institutional capacity to consolidate gains and meet the grant objectives.*

This observation comes at a time when VITA is in the process of an internal reorganization. One of the purposes we hope to accomplish through the reorganization is the more effective allocation of home office resources for the better support and management of both overseas as well as domestic programs.

As part of this reorganization and in order to address the evaluators' concerns, Ms. Vicki Tsiliopoulos, will be freed up of management responsibilities for a number of overseas projects and undertake day-to-day management of the cooperative agreement. Since this will add a financial burden to the grant VITA is hoping that FVA/PVC would favorably consider supplemental funding. A budget breakdown for the supplemental funding requested is provided in Attachment Five.

2. *For the remaining period of the grant, VITA should limit the total number of countries in which it conducts training programs, building on continuing country programs and past training programs (e.g. Kenya).*

In accordance with this recommendation, VITA will attempt to provide its management information training course in countries where this has been done before successfully. Specifically, every effort will be made to conduct training in Zambia and in Kenya. In keeping with the recommendation that training be provided in countries where VITA has long-term projects VITA will also try to provide training in Chad. Other country training programs for which plans are currently being made include Tanzania and Namibia.

3. *In order to ensure that 30 ground stations are placed on-site as part of VITA's match, VITA should request a no-cost extension for this activity.*

Given the delays that have precluded the timely execution of this part of the grant, and the fact that the dollar match under this grant has been more than met, instead of a no-cost extension VITA respectfully requests an amendment to the cooperative agreement that will exclude this activity from the target outputs. Since VITA is a firm believer that communications are essential to development we remain deeply committed to packet radio and PACSAT and still plan to establish the ground stations as quickly and efficiently as possible.

4. *In order to ensure that country programs are in place according to the Grant Agreement, VITA should consider reducing the number of in-country programs from six to three/four. Furthermore, VITA should assess other non-U.S. Government funded African in-country programs in its portfolio for inclusion in the grant. If necessary, VITA should request a no-cost extension for this*

activity to ensure that in-country programs meet the goal and purpose of the grant.

Following VITA's meeting with Harry Wing, Carolyn Eldridge, Loreta and Cheryl Williams, and the determination that there were no USAID regulations excluding the use of UN and World Bank funds to meet matching grant requirements, VITA, per USAID's invitation, is hereby submitting its projects in the Central African Republic and Djibouti to meet its second year country project requirements.

V. REVIEW AND ANALYSIS OF PROJECT RESULTS BY COUNTRY

Central African Republic Pilot Microenterprise Development Scheme

VITA's pilot microenterprise project in the Central African Republic is funded by the World Bank. It provides much needed credit and business advisory services to small and micro entrepreneurs in Bangui and its immediate environs who are not eligible to receive loans from commercial institutions. In so doing, it serves as a catalyst for economic growth and job creation in the country's private sector.

The project was started in January 1990 as a limited experiment to test and refine the design for a full-scale 3 year project to provide credit, technical and management assistance to micro and small enterprises in the Central African Republic. The design is based on VITA's highly successful Private Enterprise Promotion (VITA/PEP) project which has been operating in Chad since 1984. It has been adapted to the Central African Republic's context through VITA's knowledge of the country derived over the recent implementation of a 5-year USAID-funded Postharvest Food Systems Project.

With the potential for immediate short-term impact in mind, as well as the ultimate goal of refining a strategy for the long-term, the project is actively engaged in the promotion of the small enterprise sector in the Bangui area, with particular emphasis on agricultural processing and marketing, and the production of consumer goods for import substitution and services. To carry out its ambitious mission the project is actively involved in the:

- o Development of systems and procedures for the review of loan applications and borrower capability, the administration and collection of loan payments, and the provision of management and technical assistance;
- o provision of credit and business advisory services to established entrepreneurs who demonstrate capability and whose business plans are economically sound and technically feasible;
- o administration of a revolving loan fund;
- o monitoring of outputs in the critical areas of loan volume, repayments, job creation.

Commensurate with VITA/PEP's impact it is anticipated that this project, through the creation and/or expansion of businesses, will have the predictable effect of creating employment and providing income for a large number of families beyond the immediate project clients. As the project increasingly adds to

the businesses and rural activities which it supports, it will have a continuing impact on the problem of unemployment and underemployment in the Central African Republic. In its first six months the project has made 42 loans and has an extraordinary repayment rate of 100%. Approximately 50 percent of the clients served are women.

Djibouti Renewable Energy Project

This project follows on a five-year undertaking that VITA finished implementing in early 1988 and which focused on helping the Government of Djibouti introduce energy conservation techniques and renewable energy technologies, and develop a long-term national energy strategy. At that time, VITA helped the Institut Suprieur d'Etudes et de Recherches Scientifiques et Techniques (ISERST) analyze energy source and use options, revise building codes, mount a massive media campaign to promote public awareness of the need for energy conservation, and prepare a long-range national energy strategy.

The Government of Djibouti, wishing to continue VITA's involvement, secured funding for VITA to recruit and field an energy specialist for an additional two years to continue work with ISERST. The new project which started in September of 1989 has taken up many of the themes of the original effort focusing on renewable energy applications, energy conservation in the domestic and commercial sectors, and the establishment of national energy policies. Already the project has taken action to:

- o compile an inventory of existing windmills and photovoltaic installations in Djibouti, include the information in a data base format, and transfer the responsibility for the maintenance and repair of the equipment from ISERST to local government authorities and/or the private sector;
- o work with the government and private sector services to promote the use of small-scale, solar-powered lamps in rural schools, clinics, and tourist centers;
- o plan the implementation of a country-wide media campaign making use of radio, television, and newspapers to promote energy efficient construction, refrigeration, air conditioning, and transportation in the residential, commercial and public sectors.

While focusing on renewable energy this country program has also been instrumental in carrying out a number of core-grant related activities such as information dissemination and training. The first to benefit from these activities were ISERST employees which are being trained in renewable energy technology, energy

conservation techniques, energy planning as well as information science and computer programming. VITA's information dissemination efforts, however, are also aimed at a much larger audience.

Through the media campaign that the project is launching, VITA is aggressively moving to inform the public and the administration about the benefits of energy conservation. The aim is to show people how to save money by purchasing energy-efficient appliances, installing them in a proper manner and in the proper location, and by operating them in a way that reduces energy consumption.

VI. MANAGEMENT

A. Project Planning -- As can be seen from the chart in Appendix -- of this report, the number of inquiries that VITA is receiving on a monthly basis continues to increase dramatically. VITA's ability to handle this extraordinary increase in requests is a direct result of good project planning and management actions that have been taken to increasingly computerize and streamline VITA's response mechanism. VITA is now working on further improving its turnaround time by increasing the volunteer resources that can be devoted to this effort through active recruitment of volunteers. Since the recruitment effort is highly targeted it is not anticipated that the increase in the number of volunteers will overwhelm VITA's capacity to administratively handle them.

B. Staff Resources -- The personnel listed in the proposal have served in the capacities described for the entire reporting period. To date, VITA President, Mr. Henry Norman, has been managing the grant. Based on the evaluators' recommendations, it is requested that in the third year, Ms. Tsiliopoulos is permitted to undertake day-to-day grant management activities. Mr. Norman will continue to be responsible for information policy guidance.

C. Training -- Overseas training was provided in the Sudan and Liberia. Due to unforeseen planning difficulties in Chad and Tanzania, training in these countries was postponed until the third year of the agreement. It is expected that training in these countries as well as in Zambia, Kenya and Namibia will take place in the third year of the cooperative agreement.

D. Logistical Support -- Not applicable.

E. Technical Assistance -- VITA continues to consider its technical information inquiry service as the primary mechanism for the provision of technical assistance. The in-country programs implemented in the second year and the hands-on technical assistance that was provided to private enterprises, individuals and the Governments of the countries themselves are also indicative of VITA's commitment to the provision of technical assistance.

F. Fund Raising -- The \$500,000 funding from the Department of Energy that was anticipated in year two did not materialize. VITA has, however, been assured that this funding will be on-line in year three of the grant. Also on-line for year three of the grant is a \$175,000 grant from the Hoover Foundation to pay for legal fees necessary to obtain the operational frequency for VITASAT. Finally, VITA is also lobbying for additional funding from the Department of Energy for FY 1992.

On another front entirely, VITA's decision last year to for the first time actively participate in the Combined Federal Campaign (CFC) paid off. As the annual payroll deduction fund drive for federal employees, postal workers and military personnel the CFC raised more than \$107 million dollars in 1989. By joining the Independent Charities of America (ICA) federation VITA managed to attract in excess of \$9,000 in unrestricted donations. The organization is now moving aggressively to market itself in time for the Fall 1990 campaign so that it can draw more unrestricted funds. The campaign also has the added benefit of allowing VITA to become better known and develop a larger constituency on a national level.

G. Board of Directors -- In an effort to diversify membership in its Board of Directors, VITA recently admitted six new members to its Board: Ambassador Don Easum, Dr. Anna Harrison, Dr. Carol Lancaster, Ms. Clara Prevo, Dr. Francisco Sagasti, and Ms. Mitzi Wertheim.

Ambassador Easum, currently an international consultant, had for eight years been the President and CEO of the African-American Institute -- a private, nonprofit organization devoted to promoting economic and social development in Africa and to improving communication and understanding between the United States and Africa. He has retired from the Government with rank of Career Minister after service in Washington, Nicaragua, Indonesia, Senegal, Gambia, Guinea-Bissau, Niger, Burkina Faso and Nigeria.

Dr. Anna Harrison is a professor emeritus in chemistry at Mount Holyoke College. She has a long and distinguished list of academic appointments and has served as President of the American Association for the Advancement of Science and the American Chemical Society.

Dr. Carol Lancaster is an Assistant Professor with Georgetown University's African Studies Program. Previous professional activities include work with the Institute for International Economics, and the Bureaus of African Affairs and Policy Planning of the State Department.

Ms. Clara Prevo is currently the President and Chief Executive Officer of the Financial and Economic Development Services which provides technical assistance and consulting on financial and economic development projects as well as business loans and mortgages. Prior to this post Ms. Prevo had worked for Atlanta University in several capacities including that of Director of the International Business Center. She has more than fifteen years of professional, administrative and executive experience in the private, non-profit, and public sectors.

Dr. Francisco Sagasti is the chief of the World Bank's Strategic

Planning Division which is in charge of designing, establishing and implementing the bank's strategic planning progress. Dr. Sagasti is also a member of the Science Policy Advisory Council of UNESCO. Prior assignments include Chairmanship of the United Nations Advisory Committee on Science and Technology for Development and Directorship of the research center Group of Analysis for Development.

Mitzi Wertheim is a manager for the IBM Federal Sector Division. Prior to that she has worked with the Department of the Navy where she had senior executive responsibilities in management of the Navy Secretariat and policy-level direction of Federal regulatory compliance programs on environmental issues. Ms. Wertheim was also a member of the Presidential Task Force which created the Peace Corps for which she worked in Brazil for 9 years.

In an effort to increase board member participation in its projects, VITA recently established a number of informal board committees around functions, projects or technologies which are of particular importance to the organization's future. Presently functioning informal committees include the following: Fund raising Committee, Communications Committee (PACSAT and packet radio), Business Initiatives Committee, Committee on International Organizations and Committee on Eastern Europe.

VII. FINANCIAL REPORT

Letter-of-Credit Drawdowns: VITA's letter-of-credit drawdowns are requested usually three or four times a month. The amounts requested are based on actual USAID expenses paid as of that period or USAID expenses that are anticipated within three days of receiving the funds.

VITA Cost Share: For the second year of the cooperative agreement, VITA raised \$440,505 more than the required matching contribution. This brings the two-year total of funds that VITA has raised in excess of cooperative agreement matching requirements to \$962,855. It is not anticipated that VITA will have any problems in meeting its cost share in the remaining third year of the agreement.

CORE GRANT FINANCIAL REPORT
COOPERATIVE AGREEMENT NO. OTR-0158-A-00-8155-00

BUDGETED VERSUS ACTUAL EXPENDITURES
(PERIOD 5-1-89 TO 4-30-90)

YEAR II

PROJECT ELEMENTS	A. I. D.		P. V. O.	
	BUDGET	EXPEND.	BUDGET	EXPEND.
PROGRAM COSTS	260,903	380,068	178,768	390,838
PROCUREMENT	0	0	40,000	26,294
EVALUATION	0	3,404	4,167	5,145
INDIRECT COSTS	89,098	114,544	62,472	103,635
TOTAL PROJECT COSTS	350,001	498,016	285,407	725,912**

SOURCES OF PROJECT FUNDS FOR THE P.V.O
YEAR II

AID MATCHING GRANT				350,000
PRIVATE				
	CASH			215,407
	IN-KIND			194,471
HOST AND OTHER GOVERNMENTS				
	CASH			257,093
	IN-KIND			0
OTHER				
	Unesco			25,562
	UNDP			3,643
	CARE			29,735
TOTAL				1,075,912

Note: ** VITA raised \$ 440,505.00 more than the required matching contribution in Year II.

CORE GRANT FINANCIAL REPORT
COOPERATIVE AGREEMENT NO. OTR-0158-A-00-8155-00

BUDGETED VERSUS ACTUAL EXPENDITURES
(PERIOD 5-1-88 TO 4-30-90)

SUMMARY REPORT YR I & II

PROJECT ELEMENTS	A. I. D.		P. V. O.	
	BUDGET	EXPEND.	BUDGET	EXPEND.
PROGRAM COSTS	521,804	618,466	315,332	1,253,832
PROCUREMENT	0	0	230,000	129,866
EVALUATION	0	3,404	4,167	5,145
INDIRECT COSTS	178,196	191,229	109,109	232,620
TOTAL PROJECT COSTS	700,000	813,099	658,608	1,621,463**

SOURCES OF PROJECT FUNDS FOR THE P.V.O
SUMMARY FOR YR I & II

AID MATCHING GRANT	700,000
PRIVATE	
CASH	416,703
IN-KIND	501,704
HOST AND OTHER GOVERNMENTS	
CASH	581,592
IN-KIND	0
OTHER	
Unesco	40,627
UDA for Africa	16,260
UNDP	34,841
CARE	29,735
TOTAL	2,321,463

Note: ** VITA raised \$ 962,855.00 more than the required matching contribution in Year I & II.

CORE GRANT FINANCIAL REPORT
 COOPERATIVE AGREEMENT NO. OTR-0158-A-00-8155-00

FINANCIAL PROFILE OF THE PVO
 1-1-88 TO 12-31-89

	YEAR 1 1-1-88 TO 12-31-88	YEAR 2 1-1-89 TO 12-31-89
A. PROGRAM EXPENDITURES:		
<hr style="border-top: 1px dashed black;"/>		
SMALL PROJECT GRANTS	\$ 168,834	215,595
TRAINING	24,718	0
DISASTER RELIEF	18,784	77,788
PROGRAM MANAGEMENT	6,618,211	6,144,353
INDIRECT COSTS	1,078,563	1,333,272
 TOTAL WORLDWIDE PROGRAM	 \$ 7,909,109	 7,771,008
B. SOURCES OF FUNDS:		
<hr style="border-top: 1px dashed black;"/>		
AID MATCHING GRANT (5-1-88 to 12-31-89)	\$ 212,031	440,684
PRIVATE		
CASH	309,285	168,256
IN KIND	305,974	255,542
HOST/OTHER GOVERNMENTS		
CASH	324,012	297,086
IN KIND	0	0
OTHER AID GRANTS & CONTRACTS	6,468,006	6,192,474
OTHER US GOVERNMENT	259,548	163,978
OTHER		252,988
UNDP	17,535	
UNESCO	12,719	
 TOTAL	 \$ 7,909,109	 7,771,008

VIII. LESSONS LEARNED AND LONG-TERM PROJECT IMPLICATIONS

1. **Estimates of Project Costs and Benefits** -- Costs of the program are approximately as anticipated at the beginning of the cooperative agreement. Some benefits have been delayed due to holdups in the implementation of the training programs and the establishment of the ground station network. It is anticipated that all benefits related to training activities will be realized in the third year of the agreement.

Somewhat greater difficulties are being experienced with regard to the PACSAT ground station network. An enormous amount of good work has been done by Gary Garriott, his staff, many volunteers and several Board members since the cooperative agreement began in designing and launching PACSAT. Given the momentum with which goals were being met it was VITA's hope that by this time a number of the thirty ground stations called for in the terms of the agreement would have been established and functioning enabling the immediate low-cost transfer of vital information on health, education, and the environment.

The Virginia Center for Innovative Technology gave a grant to the University of Virginia and the Virginia Polytechnic Institute (VPI) to design and produce both a desk top and a portable prototype of these ground stations. These were supposed to be delivered in April. Unfortunately, delivery of the prototype was delayed until late summer. Consequently, establishment of the first group of ground stations and the work of putting together a functioning network of communications centers has been unavoidably deferred. These delays have done nothing to lessen VITA's commitment to packet radio and PACSAT and its plans to establish the ground stations as quickly and efficiently as possible. Nonetheless, since the delays have precluded the timely execution of this part of the grant, and since the dollar match under this grant has been more than met, VITA requests an amendment to the cooperative agreement that will exclude this activity from the target outputs. It should be understood that the network of ground stations remains a priority goal of VITA which will ultimately be met. However, so many factors are beyond our control that it is unrealistic to evaluate VITA's performance in a specific time frame.

2. **Institution Building** -- The clearest example of VITA's commitment to institution building in year two of the grant is the organization's direct effort to help the Institut Suprieur d'Etudes et de Recherches Scientifiques et Techniques (ISERST) in Djibouti. Our commitment to helping institutions all over the world develop the information infrastructure necessary for sustained development is also evident in the long list of institutions that joined VITA's information network this year.

3. **Estimate of Sustainability** -- The goal of achieving self sufficiency has been overtaken by the enormous increase in the demand for VITA's services. The monthly total of information requests now routinely exceeds the annual total of a few years ago and it continues to mount. VITA has exceeded its required match for the program but this has permitted the organization to absorb the increasing load of inquiries but not yet to achieve self sufficiency.

4. **Benefit Distribution** -- VITA's weekly broadcast of the Voice of America and the number of inquiries that it generates is a good indication of the demand that exists in the Third World for technical information. As can be seen from the table on Page 5 of this report VITA has this year responded to more than 19,000 requests for information from a variety of sources: businesses, governments, individuals, international organizations, PVOs, and schools. Significantly, 44 percent of these requests come from institutions that will multiply the benefits of VITA's services by redistributing the information to their constituents. Also noteworthy is the fact that 86 percent of these requests have come from Africa.

5. **Local Participation** -- In the second year of the Cooperative Agreement, 17 people were trained in information management and six in packet radio communications. It is anticipated that as VITA gears up to meet all of its training outputs in year three the organization will train another 100 to 150 people in developing countries.

Apart from helping to increase the skill levels of information management training participants the training seminars are also critical in helping to develop local information networks. These networks are created through VITA's ability to elicit the participation of local representatives of academia, the private sector, the non-profit sector, donors, and the government and enable the free flow of information within a country as well as between the participants and VITA's home office.

6. **Leadership Development** -- VITA encourages leadership development in the third world through training as well as through its private enterprise promotion programs which help nurture entrepreneurship. VITA programs always aim to attract men and well as women beneficiaries and some, like our country program in Zambia, and a new UNDP Women in Energy Program in West Africa are geared specifically towards helping women gain benefits that they otherwise couldn't access.

7. **Innovation and Technology Transfer** -- VITA's technical information service is by its very nature a mechanism for the transfer of appropriate technology to the developing world. Beyond that, recognizing that the transfer of used plants and equipment that still have a significant productive life could be

beneficial to developing countries, VITA has developed a successful brokering service through which businesses and entrepreneurs in developing countries may purchase needed equipment at low cost.

VITA has already received more than 350 requests for used machinery and equipment and continues to receive requests at a rate of approximately 30 each month. These have been entered in a computer data base for easy access. To fill these orders VITA is networking with several commercial equipment dealers and has publicized the requests in the newsletter of the Machinery Dealers National Association.

8. **Policy Implications** -- Although a fairly small PVO in terms of staff size, VITA is a complex organization with a multi-faceted approach to development. The wide range of activities that have been reported on as part of this cooperative agreement are indicative of this approach.

In order to be able to increase its operational efficiency and manage these activities as effectively as possible, the organization has embarked on a reorganization effort. Like any other reorganization this is not an event, but rather, it is a continuing process. As new projects are won and older ones phase out, as new technologies come on line and generate new services, and as VITA and its Third World counterparts mature and become more sophisticated changes are necessary to effectively exploit the opportunities presented.

The purposes that VITA hopes to accomplish through this reorganization are:

- o to integrate its services so that all our efforts gain from the availability and application of these resources;
- o to establish a marketing mechanism that will increase our income and enhance the awareness of its services within the development community;
- o to organize ourselves to more effectively exploit and follow through on opportunities provided by the marketing effort;
- o to improve the effectiveness of our home office support of domestic and overseas programs;
- o to improve the recruitment of staff and volunteers;
- o to increase the utilization of volunteers and members of the Board of Directors in all of VITA's activities;
- o to encourage greater participation of staff at every level in the decisions made within VITA and reduce the number of

decisions that have to be made by the President of the organization;

- o to provide an ongoing analysis of our programs to develop increasingly sophisticated means of measuring their economic impact on developing countries.

9. **Collaboration/Networking With Other Agencies** -- The figures listed above on users of the Inquiry Service indicate that in the span of one year alone VITA received 1,479 requests from other PVOs and 115 from international organizations. These requests were handled with the same efficiency and in the same manner as all of the requests that VITA receives and answered at no cost. These figures indicate the support VITA provides other PVOs and institutions all over the world. In addition, VITA attempts to involve as many expatriate and indigenous organizations as possible in its long-term overseas programs. A good example of this is VITA's private enterprise program in Chad which with joint funding from USAID, the World Bank and the UNDP has a long list of collaborative and liaising organizations including the Banque Tchadienne de Credit et de Depots, Banque Internationale pour l'Afrique au Tchad, CARE, ACDI, AFRICARE, ORT, OXFAM and the Red Cross.

10. **Replication Potential of Project Approach and Activities**-- Replicability of VITA's program is not limited by any constraints. Already project activities have been replicated by local institutions in several countries. VITA not only encourages Third World organizations to assume responsibility for answering inquiries originating within their own borders but sometimes helps them take the first step in setting up a library and information system for this purpose.

Perhaps the most significant example of replicability is VITA's credit program in Chad. This experience resulted in World Bank and UNDP participation in that country and a new program funded by the Bank in the Central African Republic. Aspects of the program have been adopted in Zambia, Kenya and Liberia and VITA has submitted proposals in Mali and is preparing programs for several other countries.

IX. RECOMMENDATIONS

1. To Project Leadership and PVO

Not Applicable.

2. To Country and Local Leaders

- o Work towards an information policy that recognizes the free flow of information as a prerequisite to the process of development. The free flow of information enables individuals and organizations to upgrade their ability to design, implement and evaluate projects which promote employment, generate income and utilize available resources efficiently.
- o Recognize the importance of providing information that responds to the needs and resources of the requestors and is not insensitive to the requestors' level of skills and knowledge.
- o Encourage the development of a commercial information industry. Services must be effectively marketed so that demand can support the effort required to continue the flow of high quality useful information.
- o Recognize that the free flow of information is a prerequisite to the development of free market economies as well as democratic government.

3. Donor or Other Organizations Seeking Similar Impacts

Although information is essential to development the provision of high-quality timely information is by no means easy or cheap. VITA is able to maintain its flow of high-quality information by depending on a large pool of committed volunteer experts and a highly-computerized information response tracking system that has take years to develop. Although it is not impossible for other organizations to provide the level of information that VITA does on a yearly basis it would take enormous effort and expense and it would probably be counterproductive to replicate all of VITA's system. VITA encourages and is always willing to assist other PVOs and local overseas organizations develop an information handling capacity. Rather than encouraging them to replicate the whole service, however, we encourage careful planning and identification of target beneficiaries within their communities. This allows for the most cost-effective replication of an appropriate information dissemination system for the needs of their constituency.

X. ATTACHMENTS TO ANNUAL REPORT

Attachment One

Country Data Sheets

Attachment Two

Logical Framework

Attachment Three

List of Organizations Added to VITA's Global Network

Attachment Four

Table of Requests for Second Year of the Cooperative Agreement

Attachment Five

Budget Breakdown of Requested Increment in Funding

ATTACHMENT ONE
Country Data Sheets

COUNTRY INFORMATION FOR
A.I.D.-SUPPORTED PVO PROJECTS

Organization: VOLUNTEERS IN TECHNICAL ASSISTANCE (VITA)
 Project/Grant No.: 938-0158
 Grant Dates: _____
 Funding Mechanism: _____
 (i.e., MG, OPG, Contract, CA, Etc.)

*COUNTRY NAME OR HEADQUARTERS: DJIBOUTI

Project Purpose: (limit to 40 words or less)

Provide institutional strengthening to ISERST, Djibouti's national science and technology institute. Also provide short and long-term technical assistance and training. Focus is the promotion of the use of renewable energy and energy conservation technologies.

Project Implementation:

Start Date: Sept. 1989 Estimated Completion Date: Sept. 1991

Status: (limit to 25 words or less)

A 2-year implementation plan was prepared and approved by the government. Work has commenced on the evaluation of existing renewable energy installations, establishment of an ongoing energy conservation campaign and preparation of prototype energy efficient low-cost housing designs.

Project Funding:

Year 1989
 AIDS _____
 PVO\$ 140,667
 OTHER _____
 INKIND _____
 LOCAL _____
 TOTAL 140,667

Year 1990
 AIDS _____
 PVO\$ 281,333
 OTHER _____
 INKIND _____
 LOCAL _____
 TOTAL 281,333

Location in Country: (Region, District, Village - Be Specific)
Djibouti Town

I/O Representative in Country: (if any) or Program Manager for Headquarters:

(name) Dr. Mongi Bida
 (address) c/o ISERST, B.P. 486, Djibouti Town, Djibouti
 (phone) 352795

Local Counterpart/Host Country Agency: (If no PVO representative)

*Complete separate sheet for each country program and headquarters.

COUNTRY INFORMATION FOR
A.I.D.-SUPPORTED PVO PROJECTS

Organization: VOLUNTEERS IN TECHNICAL ASSISTANCE (VITA)
 Project/Grant No.: 938-0158
 Grant Dates: _____
 Funding Mechanism: _____
 (i.e., MG, OPG, Contract, CA, Etc.)

*COUNTRY NAME OR HEADQUARTERS: CENTRAL AFRICAN REPUBLIC (CAR)

Project Purpose: (limit to 40 words or less)

Pilot microenterprise development project whose purpose is to provide a foundation for future long-term development projects in the CAR's small and micro business sector.

Project Implementation:

Start Date: Dec. 1989 Estimated Completion Date: July 1990

Status: (limit to 25 words or less)

Project commenced activities in December 1989. Further funding for a larger scale project is anticipated but not certain as of yet.

Project Funding:

Year 1989
 AID\$ _____
 PVO\$ 108,000
 OTHER _____
 INKIND _____
 LOCAL _____
 TOTAL 108,000

Year 1990
 AID\$ _____
 PVO\$ 108,000
 OTHER _____
 INKIND _____
 LOCAL _____
 TOTAL 108,000

Location in Country: (Region, District, Village - Be Specific)
 Bangui

I/O Representative in Country: (if any) or Program Manager for Headquarters:

(name) Mr. Tom Giossi
 (address) B.P. 506
 (phone) 236 / ~~612~~ 612683

Local Counterpart/Host Country Agency: (If no PVO representative)

*Complete separate sheet for each country program and headquarters.

ATTACHMENT TWO
Logical Framework

LOGICAL FRAMEWORK

NARRATIVE SUMMARY

Program Goal:

To create new wealth, businesses, and jobs in the Third World by enhancing the understanding of development agencies and governments of the importance of information and the skills to manage and access it by providing policy guidance, training, information resources, and a communications system necessary to speed up this process.

Project Purpose:

To strengthen information management skills and increase the access of entrepreneurs, farmers, businesses, research institutions to needed information and to ensure the availability of high quality information to requestors. To develop a network of cooperating centers using a common system and able to share information with each other. To provide a low cost dependable satellite communications system for that network (PACSAT). To increase VITA's self-sufficiency and reduce the dependence on AID.

Outputs:

- o High quality technical information provided to requestors efficiently and rapidly.
- o Pulling together information centers, universities, and development agencies throughout the developing world into an information sharing network linked by PACSAT.
- o Field projects in Africa focused on information and designed to create businesses and jobs.
- o Preparation of a series of publications on low capital labor intensive industries for develop-

OBJECTIVELY VERIFIABLE INDICATORS

Measures of Goal Achievement:

- o Overseas training programs in information management carried out and the number of people trained.
- o The number of requests for information received
- o The number of technical information centers assisted.
- o Data bases sold.
- o PACSAT launched and ground stations established.
- o The number of new titles published.
- o The number of VOA broadcasts.
- o Enterprises and jobs created.

Conditions that will indicate that purpose has been achieved:

- o Inquiries received are answered expeditiously.
- o New information centers created and join the network.
- o Satellite launched and centers communicating with it.
- o Titles published.
- o Businesses established.
- o Jobs created and new wealth generated.
- o New country programs in nine African countries established with information as the focus.
- o VITA reduces and ultimately frees itself of AID support.

Magnitude of outputs:

- o 36,000 inquiries answered.
- o 225 information centers in the network.
- o 18 new publications produced.
- o 156 VOA broadcasts made.
- o 135 persons in Africa trained in information management.
- o 450 new businesses created.
- o 1350 new jobs created.
- o PACSAT launched.

MEANS OF VERIFICATION

Comparison of data with baseline data

Project files, user evaluations, increase usage of service, observation of evaluators.

Project files, trainee critiques, interim project reports, sales data, number of references to VOA broadcasts, user letters, staff and volunteer visits and reports, evaluations.

IMPORTANT ASSUMPTIONS

- o The availability and dissemination of technical information is essential to the economic and social development of the Third World.
- o The demand for technical information will continue to increase and the skills to manage it will remain in short supply.
- o Third World governments are increasingly sophisticated about systems and policies that facilitate the flow of information.
- o Developing countries have an increasing need for technical information for industry, agriculture, and commerce, but lack information management skills and the capacity to market it effectively.
- o There is an increasing willingness to share information and experience between organizations within developing countries and those of other countries, but the means are frequently unavailable.
- o Information products and services can be designed and marketed in developing countries.
- o Funding of staff will be available to VITA and Third World information centers to permit training, membership in a network and exchange of information.
- o A market for technical data bases exists and VITA can generate and meet demand.
- o African organizations are eager for on site training and the opportunity to participate in the network.
- o Third World entrepreneurs will seek information and exploit it to manufacture products and

Inputs:

- VITA's existing technical assistance systems.
- Core network of information centers around the world many of whom have staff trained in VITA's information management course.
- Tested training programs and experience in Third World information needs.
- VITA Volunteers numbering over 5,000.
- An existing communications satellite, UoSat.
- More than 175 publications of technology used throughout the world.

Implementation Targets:

Project management and support staff.

\$1,200,000 in funds over the next three years agreement.

VITA will contribute \$2,991,598 to the project in addition to in-kind contributions of volunteers.

Office equipment and supplies.

VITA records, AID records, financial reports, project reports and evaluations.

- The demand for VITA's services will remain high and that is the best indication of their value in development.
- AID support can be gradually phased out over the term of the cooperative agreement.
- VITA's commercial services, information products and services, fund raising, and project contracts will increase substantially over the next three years.

ATTACHMENT THREE

List of Organizations Added to VITA's Global Network

1. The People's University of China
Beijing
Peoples Republic of China
2. Nyankapala Agricultural College
Ministry of Agriculture
Nyankapala, Tamale
Northern Region
Ghana
3. Nigerian Agriculture & Cooperative Bank
Benin City
Nigeria
4. Fourah Bay College
Freetown
Sierra Leone
5. The Federal Polytechnic
Mechanical Engineering Dept.
Ondo State
Nigeria
6. Ajaokuta School of Science and
Technology
Ajaokuta, Kwara State
Nigeria
7. University of Calabar
Institute of Oceanography
Calabar
Nigeria
8. Cheubu Agricultural Institute
Nkwanta
Ghana
9. Xavier University
Cagayan de Oro City 9000
Philippines
10. St. Joseph's College
Buea
Cameroon
11. Myankpala Agricultural College
Ministry of Agriculture
Nyankapala, Tamale
Ghana

12. College of Natural Resources
Gorgan
Iran
13. Federal College of Agriculture
Imo State
Nigeria
14. Government Teachers College
Kano State
Nigeria
15. Federal Government Girls College
Cross River State
Nigeria
16. University of Karachi
Dept. of Applied Chemistry
Karachi
Pakistan
17. University of Cape Coast
Cape Coast
Ghana
18. Crops Research Institute
Plant Pathology Division
Kumasi-Ashanti
Ghana
19. University of Science and Technology
Kumasi
Ghana
20. Faculty of Veterinary Medicine
Tehran
Iran
21. St. Roses College
Department of Biological Science
Bendel State
Nigeria
22. Nigerian Television Authority
Department of Engineering
Abeokuta
Nigeria
23. N.I.F.O.R
Agronomist Department
Benin City
Nigeria

24. Kochi Medical School
Dept. of Neurosurgery
Nankoku City
Japan
25. University of Agriculture
University Staff School
Benue State
Nigeria
26. Universidad de Buenos Aires
Facultad de Agronomia
Buenos Aires
Argentina
27. College of Education
Biology Laboratory
Waka-biu
Nigeria
28. St. Augustine College
Kwara State
Nigeria
29. College of Education
Yoruba Dept.
Kwara State
Nigeria
30. Orodo Secretarial College
Imo State
Nigeria
31. University of Jos.
Dept. of Zoology
Plateau State
Nigeria
32. University of Lagos
Faculty of Engineering
Lagos
Nigeria
33. St. Andrews College of Agriculture
Mampong-Ash
Ghana
34. Adisadel College
Cape Coast
Ghana

35. Federal Polytechnic Idah
Benue State
Nigeria
36. Ejura Agricultural College
Ashanti
Ghana
37. Universidad Nacional de Loja
Loja
Ecuador
38. Usmanu Danfodiyo University
Faculty of Agriculture
Sokoto
Nigeria
39. University College Hospital
Oyo State
Nigeria
40. Federal College of Education
Dept. of Agricultural Science
Katsina State
Nigeria
41. Indian Institute of Technology
New Delhi
India
42. Rivers State University of Science
and Technology Biological
Rivers State
Nigeria
43. Tilley Gyado College
Benue State
Nigeria
44. University of Philippines
Institute for Small-scale Industries
Quezon City
Philippines
45. National Research Institute for Chemical
Technology
Zaria
Nigeria

46. The Asian Vegetable Research & Doc.
Center Library
Tainan
Taiwan
47. University of Agriculture
Dept. of Soil Science & Agricultural
Mechanics
Ogun State
Nigeria
48. IPST
Bangkok
Thailand
49. University of the Philippines Visayas
School of Technology
Iloilo City
Philippines
50. College of Education
Dept. of Integrated Science
Bendel State
Nigeria
51. Victory College of Communications, Edidi
Kwara State
Nigeria
52. University of the South Pacific
Apia
Western Samoa
53. Imo State University
College of Agriculture & Veterinary
Medicine
Imo State
Nigeria
54. Federal Polytechnic
Dept. of Mechanical Engineering
Ondo State
Nigeria
55. Ramat Polytechnic
Civil Engineering Department
Borno State
Nigeria

56. Kaduna Polytechnic
Dept. of Mining Engineering
Kaduna
Nigeria
57. Kwadaso Agricultural College
Kumasis
Ghana
58. Teachers' Training College
Cross River State
Nigeria
59. University of Ilorin
Faculty of Agriculture
Kwara State
Nigeria
60. The Polytechnic
Biology Department
Ibadan
Nigeria
61. Ahmadu Bello University
Faculty of Ag. Science
Kaduna State
Nigeria
62. Visayas State College of Agriculture
Department of Forestry
Leyte
Philippines
63. University of Port Harcourt
Nigerian Ass'n of Microbiology
Port Harcourt
Nigeria
64. University of Ibadan
Physics Dept.
Oyo State
Nigeria
65. Federal University of Technology
Owerri
Nigeria
66. University of Nigeria
Nsukka
Nigeria

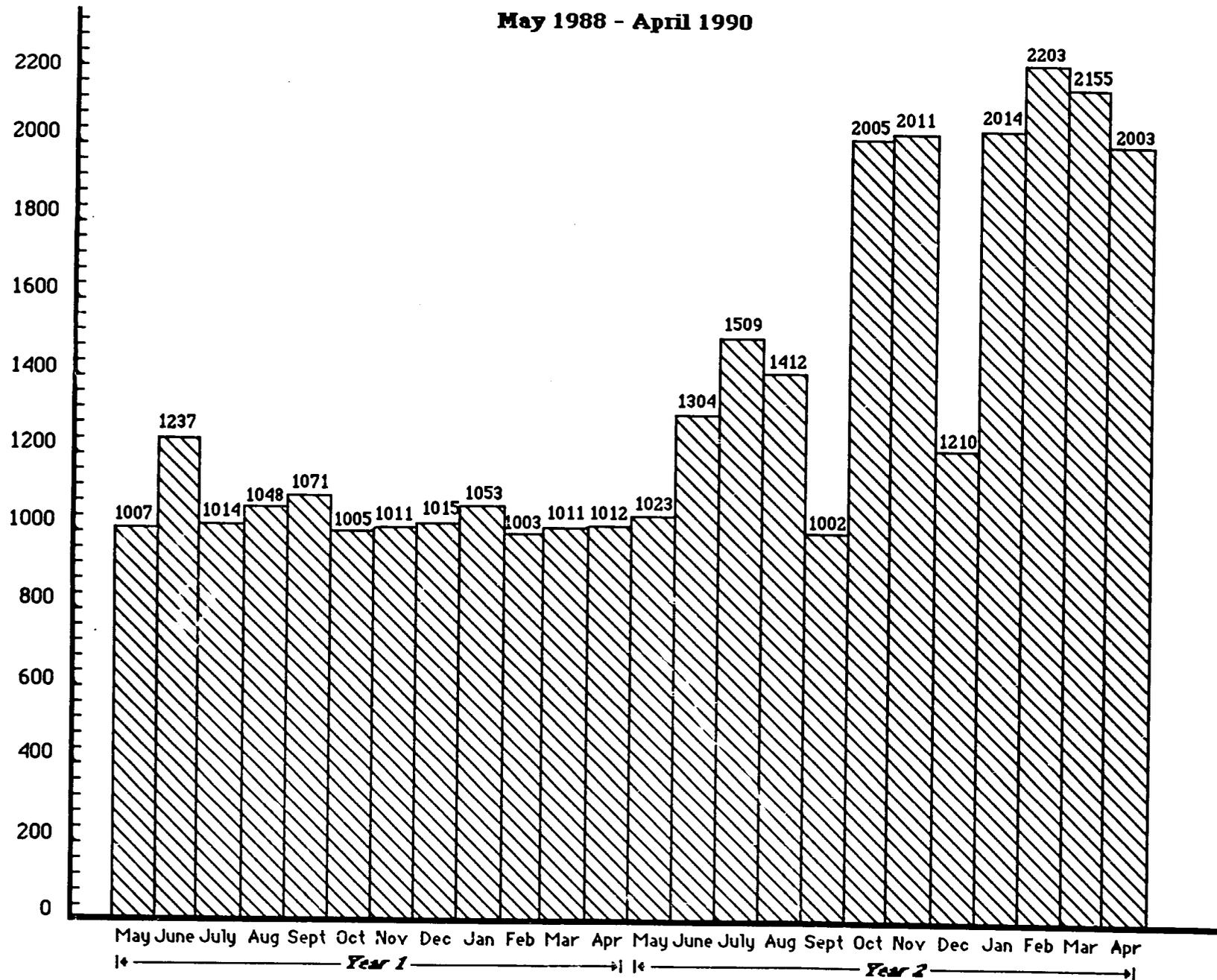
67. Immaculate Conception College
Benin City
Nigeria
68. Niger State College of Agriculture
Dept. of Animal Health
Mokina
Nigeria
69. G. T. C.
Kano State
Nigeria
70. College of Education
Dept. of Ag. Science
Borno State
Nigeria
71. Ag. Post Secondary Dept. of Tech. Ed.
Volta Region
Ghana
72. Federal University of Technology
Akure
Nigeria
73. Ogun State University
College of Ag. Sciences
Ogun
Nigeria
74. Bendel State University
Department of Agriculture
Abrala
Nigeria
75. Cziala Technical Institute
Imo State
Nigeria
76. Bayero University
Kano
Nigeria
77. Government Girls' Technical College
Borno State
Nigeria
78. University of Agriculture
Cooperative Extension Center
Benue State
Nigeria

79. Madurai Institute of Peace Science
Madurai
India
80. University of Liberia
Monrovia
Liberia
81. Caribbean Food & Nutrition Institute
Kingston
Jamaica
82. Arabic Teachers' College
Katsina State
Nigeria
83. Oil Palm Research Institute (CSIR)
Accra
Ghana

ATTACHMENT FOUR

Table of Requests for Second Year of the Cooperative Agreement

**Number of Requests Answered During
the Present Cooperative Agreement
May 1988 - April 1990**



ATTACHMENT FIVE

Budget Breakdown of Requested Increment in Funding

Year 3

I.	PERSONNEL	
A.	Home Office Staff:	
1.	Salaries - home office staff (Program Manager 40% @ \$31,000/yr)	12400.00
2.	Salaries - temporaries/interns	0.00
	Subtotal	12400.00
	Fringe benefits @ 34.9%	4327.60
	Total	16727.60
C.	Occupancy @ 13.7% of B Total	2291.68
	TOTAL PERSONNEL COSTS	19019.28
II.	TOTAL DIRECT COSTS	19019.28
III.	OVERHEAD 32.9% OF II	6257.34
XIV.	TOTAL COSTS (II + III)	25276.62