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SELF-HELP PROGRAM
of the
EMBASSY OF THE UNITED STATES

B. P. 413
N'Djamena, Chad

July, 1976

The following information is provided to assist parties which are interested in requesting the American Embassy to finance small projects under the Embassy Self-Help Program.

Funds Available for Self-Help Program

Self-Help funds, also known as the Ambassador's Special Fund, are appropriated from fiscal year to fiscal year (~~July 1 to June~~ 30) and administered by the Embassy. The amount of Self-Help funds varies from year to year according to the availability of funds in Washington and the number of good projects proposed for financing.

Objective of Self-Help Program

Based upon the General Agreement on Special Development Assistance signed on December 14, 1968, by the governments of the United States and Chad, the objective of the Self-Help Program is to provide a framework for assistance by the United States for small development activities in Chad. Such assistance is directed toward those activities or projects in which Self-Help or a local contribution by the Government or people of Chad is an important element.

Criteria for Self-Help Projects

Self-Help projects are controlled by United States Government regulations and therefore must conform to certain predetermined criteria.

1. Projects should be in the areas of public health, education, agriculture, and community development.

2. Projects must be short-term, not requiring more than one year to complete. Therefore, projects must be well defined and limited.

3. Each project should cost between $200 and $10,000 or between 50,000 and 2,500,000 francs CFA. These funds are available only for the purchase of materials, tools, equipment and transportation. The Embassy will issue the necessary purchase orders for these purchases and will directly pay the suppliers. Thus, there will be no transfer of money to project participants.

4. When possible, the Embassy should purchase materials, tools, and equipment of American origin, but the Embassy is also authorized to procure locally stocked materials in order to initiate the project promptly.

5. Labor costs during construction and all subsequent operational and maintenance costs are the responsibility of the local organization participating in the project.

6. The Embassy may not finance the purchase of certain items, such as fuel or lubricants, vehicles, sporting equipment, and musical instruments, under the Self-Help Program.

Information Required With Each Self-Help Project Proposal

In order to request funding for a small development project under the Embassy Self-Help Program, the following must be presented to the Second Secretary, American Embassy, B. P. 413, N'Djamena:

1. A letter to the Embassy containing:

   a. Name of project

   b. Purpose or objective of project

   c. Type of assistance requested for project

   d. Estimated cost of assistance requested from the Embassy

   e. Proposed local or Self-Help contribution to project, including who will finance all labor costs during construction and who will finance operational and maintenance costs after the project is completed, and including the monetary value of the local contribution.

f. Length of time required to complete project

g. Name of individual and organization responsible for the proposed project

2. Factures pro forma (in two copies) from each supplier who will furnish materials, tools, and/or equipment required for the project.

The Embassy Self-Help Committee will consider each project proposal and the Ambassador will have the final decision whether or not the Embassy will finance a project. Each project must also be approved by the Ministry of Foreign Affairs and Cooperation of the Republic of Chad.