

ACTION MEMORANDUM FOR THE ASSISTANT ADMINISTRATOR FOR AFRICA

TO: AFR/DP, Mr. Robert Huesmann *RH*

FROM: AFR/MDA, ULLmont *WJ*

Problem: Training paramedical manpower to meet the needs of African countries in extending health services to rural populations is a major concern of many health ministries. This working conference hopes to develop plans to maximize the utilization of manpower and resources in solving this problem.

Discussion: Howard University has proposed to organize and conduct a conference (in association with the African American Scholars Council) which will focus on two specific topics of particular interest to the Africa Bureau. Namely, (1) manpower training with emphasis on paramedics as a means of extending the delivery of health services in Africa, (as well as in the Caribbean and the U.S.) and (2) increasing the role of local universities in assisting ministries of health in developing solutions to the health manpower training problem.

The expected outcomes of the conference include: the establishment of a modus operandi for attacking health manpower problems; the selection of one or more plans of action and ultimately the development of one or more project plans to test the proposed solutions. This appears to be a project which can contribute significantly to health program development in African countries. Institutions in Africa will collaborate with those in the Caribbean and those institutions in the U.S. in undertaking to study and devise health manpower development systems related to specific country needs. Outcomes may be of particular benefit to the Africa Bureau.

Recommendation: That you authorize the use of feasibility and research funds in the amount of \$35,000 to be granted to Howard University to organize and conduct, in association with the AASC, this working conference. The funds will be allotted to project number 698-11-999-135, Regional Activities Technical Support. 1/

Approved: *[Signature]*

Disapproved: _____

Date: 21 June 1974

<u>Clearance:</u>		
AFR/MDA: JHraus	<u>Draft</u>	Date: <u>5/30/74</u>
AFR/DS: Lyman	<u>Draft</u>	Date: <u>5/27/74</u>
GC/AFR: Hoskins	<u>Draft</u>	Date: <u>5/27/74</u>
AFR/DS: JChimento	<u>Draft</u>	Date: <u>5/27/74</u>

1/ Project #135 is a sub-project under Regional Program Support (099) which is not cited in the FY 1975 Congressional Presentation.

AFR/DS: JFischer:ent:rd:c/11/74

ASB

AID 900-121 (9-70)	DEPARTMENT OF STATE AGENCY FOR INTERNATIONAL DEVELOPMENT	1. Cooperating Country Africa & Regional	Page 1 of 9 Pages
		2. PIO/T No. AFR-155-3-6148099	3. <input checked="" type="checkbox"/> Original or Amendment No. _____
PIO/T	PROJECT IMPLEMENTATION ORDER/TECHNICAL SERVICES	4. Project/Activity No. and Title 698-11-333-101 Regional Activities Technical Support (Howard University Conference)	

DISTRIBUTION	5. Appropriation Symbol 78-11X1024		6.A. Attachment Symbol and Charge 424-61-698-00-69-41		6.B. Funds Allotted to: <input checked="" type="checkbox"/> A.I.D./W <input type="checkbox"/> Mission	
	7. Obligation Status <input checked="" type="checkbox"/> Administrative Reservation <input type="checkbox"/> Implementing Document				8. Funding Period (Mo., Day, Yr.) From 5/30/74 to 5/30/75	
	9.A. Services to Start (Mo., Day, Yr.) Between Oct. 1, 1974 and Oct. 15, 1974				9.B. Completion date of Services (Mo., Day, Yr.) May 30, 1975	
	10.A. Type of Action <input type="checkbox"/> A.I.D. Contract <input type="checkbox"/> Cooperating Country Contract <input type="checkbox"/> Participating Agency Service Agreement <input checked="" type="checkbox"/> Other AID Grant					
	10.B. Authorized Agent AID/W					
	Estimated Financing		(1)	(2)	(3)	Total to Date
\$1.00=		Previous Total	Increase	Decrease		
11. Maximum A.I.D. Financing	A. Dollars		\$35,000		\$35,000	
	B. U.S.-Owned Local Currency					
12. Cooperating Country Contributions	A. Counterpart					
	B. Other					

13. Mission References

14. Instructions to Authorized Agent

Request a Grant Agreement with Howard University, College of Medicine, Washington, D.C. 20001, for the conference described herein. (Ref Policy Determination 53, dated June 27, 1973).

15. Clearances - Show Office Symbol, Signature and Date for all Necessary Clearances.

A. The specifications in the scope of work are technically adequate AFR/DS, J. Pinder <i>J.Pinder</i>	B. Funds for the services requested are available AFR/NARA, J. Beard <i>J.Bear</i>
C. The scope of work lies within the purview of the initiating and approved Agency Programs AFR/NARA, J. Kraus <i>J.Kraus</i>	D. AFR/DP, R. Huesmann <i>R.Huesmann</i> GC/AFR, J. Hoskins <i>J.Hoskins</i>
E. AFR/DS, A. Gayoso <i>A.Gayoso</i> AFR/DS, J. Chimento <i>J.Chimento</i>	F. AFR/DS, P. Lyman <i>P.Lyman</i>

16. For the cooperating country: The terms and conditions set forth herein are hereby agreed to	17. For the Agency for International Development Signature: <i>[Signature]</i> Title: Director, AFR/NARA	18. Date of Signature 6/26/74
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AID 1980-1X (8-70) PIO/T	Cooperating Country North Africa Regional Activities	PIO/T No. 698-135.3-6148097	Page 2 of 9 Pages
	Project/Activity No. and Title 698-11-999-135 Regional Activities Technical Support (Howard University Conference)		

SCOPE OF WORK

19. Scope of Technical Services

A. Objective for which the Technical Services are to be Used

To maximize the utilization of manpower and resources in solving health problems of Black populations particularly in Africa.

B. Description

Howard University has requested financial assistance for the purpose of conducting a conference entitled, "Health Problems of Black Populations." Howard University will conduct the conference in association with the African American Scholars Council (AASC); several U.S. universities; selected African and West Indian Universities and Ministries of Health representatives, and other Health professionals. Howard University will be responsible for obtaining a suitable conference site, inviting the participants and preparing the final agenda, collating all inputs from conferees. AASC in close contact with Howard University will be responsible for preparing and distributing the conference findings, and arranging travel, housing and secretarial assistance for the participants, and undertaking other administrative responsibilities as required.

The conference will focus on the development of concepts for paramedical manpower training as a means of extending health services in Africa. (Continued)

C. Technicians N/A

(1) (a) <u>Number</u>	(b) <u>Specialized Field</u>	(c) <u>Grade and/or Salary</u>	(d) <u>Duration of Assignment (Man-Months)</u>
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See continuation sheet

(2) Duty Post and Duration of Technicians' Services

Washington, D.C. - one week

(3) Language requirements

N/A

(4) Access to Classified Information

N/A

(5) Dependents Will Will Not Be Permitted to Accompany Technician

D. Financing of Technical Services

(1) By AID - \$ 35,000

(2) By Cooperating Country

AID 1350-1X (9-70) PIO/T	Cooperating Country North Africa Regional Activities	PIO/T No. 698-135-3-6148099	Page 3 of 9 Pages
	Project/Activity No. and Title 698-11-999-135 Regional Activities Technical Support (Howard University Conference)		

20. Equipment and Supplies (Related to the services described in Block 19 and to be procured outside the Cooperating Country by the supplier of these services)

A. (1) Quantity (2) Description (3) Estimated Cost (4) Special Instructions

None

B. Financing of Equipment and Supplies

(1) By AID - \$ -0-

(2) By Cooperating Country -

21. Special Provisions

- A. This PIO/T is subject to AID (contracting) (PASA implementation) regulations.
- B. Except as specifically authorized by AID, or when local hire is authorized under the terms of a contract with a U.S. Supplier, services authorized under this PIO/T must be obtained from U.S. sources.
- C. Except as specifically authorized by AID/W, the purchase of commodities authorized under this PIO/T will be limited to the U.S. under Geographic Code 000.
- D. Other (specify):

AID 1350-1X (9-70) PIO/T	Cooperating Country North Africa Regional Affairs	PIO/T No. 698-135-3-6148099	Page 4 of 9 Pages
	Project/Activity No. and Title 698-11-999-135 Regional Activities Technical Support (Howard University Conference)		

22. Reports by Contractor or Participating Agency (Indicate type, content and format of reports required, including language to be used, if other than English, frequency or timing of reports, and any special requirements)

Within 60 days after close of conference, Howard University and the African American Scholars Council will print and distribute a report of the conference to all participants and 10 copies to Contracting Officer, AID, Department of State CM/ROD/AFR, Washington, D.C. 20523

23. Background Information (Additional information useful to Authorized Agent and Prospective Contractors or Participating Agency, if necessary cross reference Block 19.C(4) above.)

All background information has been supplied to the Health Advisor for the Africa Bureau.

24. Relationship of Contractor or Participating Agency to Cooperating Country and to AID

A. Relationships and Responsibilities

N/A

B. Cooperating Country Liaison Official
Margaret E. Grisby, M.D.
Professor of Medicine
Howard University

C. AID Liaison Officials
Mrs. Jean Pinder
Health Advisor
AFR/DS

AID 1350-1X 9-70	Cooperating Country Northern Africa & Regional Affairs	PIO/T No. 698-135-3-6148099	Page 5 of 9 Pages
PIO/T	Project Activity No. and Title 698-11-999-135 Regional Activities Technical Support (Howard University Conference)		

LOGISTIC SUPPORT

25. Provisions for Logistic Support	In Kind Supplied By		From Local Currency, Supplied By	
	AID	Cooperating Country	AID	Cooperating Country
A. Specific Items (Insert "X" in applicable column at right. If entry needs qualification, insert asterisk and explain below in C. "Comments")				
<u>1/</u>				
(1) Office Space				
(2) Office Equipment				
(3) Housing and Utilities				
(4) Furniture				
(5) Household Equipment (Stoves, Refrig., etc.)				
(6) Transportation in Cooperating Country				
(7) Interpreter Services				
Other: (8)				
(Specify) (9)				
(10)				
(11)				
(12)				
(13)				
(14)				
(15)				

B. Additional Facilities Available From Other Sources

C. Comments

1/ Except for the support items listed in Block 19C, all other logistic support will be the responsibility of the Grantee.

CONTINUATION
SHEET

FORM SYMBOL

DEPARTMENT OF STATE
AGENCY FOR
INTERNATIONAL DEVELOPMENT

TITLE OF FORM

PIO/T

 Worksheet Issuance

PAGE 6 OF 9 PAGES

1. Cooperating Country ~~SW~~ Afr

Regional Affairs

2.g. Code No.

698-135-3-6148-94

2.b. Effective Date

6/26/74

2.c.

 Original OR Amendment

No:

3. Project/Activity No. and Title 698-11-999-135

Regional Activities Technical Support
(Howard University Conference)Indicate block
numbers.

Use this form to complete the information required in any block of a PIO or PA/PR form.

19B

Findings from the conference will provide guidelines for the role which African Universities can play in enhancing the health manpower plans in specific countries.

Following is the conference agenda proposed by Howard University and which has been reviewed and concurred in by the Health Advisor for the Africa Bureau.

CONFERENCE AGENDA

I. Format: Plenary sessions, panel discussions, seminars, colloquiums, and workshops.

II. Topics: Each of the major representatives from the participating universities will be invited to present a paper at one of the plenary sessions. The subject would be on one of the major health manpower problems of the area which each participant represents. Other speakers from within the United States will be invited to present such subjects as health manpower development, health care delivery systems, and university roles and responsibilities.

The topics to be covered will be as follows:

A. Health Manpower

1. Resources

- a. Current
- b. Projected
- c. Utilization
- d. Recruitment

2. Paramedical health workers

- a. Types and functions
- b. Training
- c. Utilization on the health team
- d. Percentage distribution
 - (1) Present
 - (2) Projected or recommended

3. Educational Institutions

- a. Types available
- b. Numbers available
- c. Euro-American training as related to health needs of black populations with special reference to Africa.
- d. Recommendations as to types, numbers and

AID-1800-1X (7-69)	DEPARTMENT OF STATE AGENCY FOR INTERNATIONAL DEVELOPMENT	<input checked="" type="checkbox"/> Worksheet <input type="checkbox"/> Issuance	PAGE <u>7</u> OF <u>9</u> PAGES	
CONTINUATION SHEET		1. Cooperating Country 34 Afr. <u>Regional Affairs</u>	2.a. Code No. <u>698-135-3-6148099</u>	
FORM SYMBOL		TITLE OF FORM	2.b. Effective Date <u>6/26/74</u>	2.c. <input checked="" type="checkbox"/> Original OR Amendment No: _____
	PIO/T	3. Project/Activity No. and Title <u>698-11-999-133</u> Regional Activities Technical Support (Howard University Conference)		

Indicate block numbers.

Use this form to complete the information required in any block of a PIO or PA/PR form.

19B

training programs

- 4. Field training
 - a. Types
 - b. Facilities

5. Current and future needs

B. The Role of the University in the Solution of Health Problems

- 1. Education
- 2. The dilemma - pursuit of intellectual excellence and creativity and the effect on community involvement.
- 3. Needs for scholarly research on solutions of health problems.
- 4. A philosophy of university action combining scholarly pursuits and community action.

III. Hypotheses to be Tested:

- A. There can be effective African university action in the health field other than educational activities.
- B. African Universities working in concert and in collaboration with Ministries of Health can find effective solutions to health problems.
- C. Predominantly black universities have a special role to play in the solution of health problems of black populations both in the U.S. and in Africa. This role is based upon the broad experience of the black university with the problems of black populations both in the U.S. and in developing countries. This role is also based upon the black university's having deep roots within the black community and an established relationship with the black community. African Universities have the potential for establishing similar relationships which can contribute to solutions of health problems within their countries.
- D. Expected Results
 - 1. A summarization of major health problems of black populations.

AID-1300-1X (7-69) CONTINUATION SHEET FORM SYMBOL TITLE OF FORM	DEPARTMENT OF STATE AGENCY FOR INTERNATIONAL DEVELOPMENT PIO/T	<input checked="" type="checkbox"/> Worksheet <input type="checkbox"/> Issuance	PAGE <u>8</u> OF <u>9</u> PAGES
		1. Cooperating County SR Afr Regional Activities	2. a. Code No. <u>698-1353-6148099</u>
		2. b. Effective Date <u>6/26/74</u>	2. c. <input checked="" type="checkbox"/> Original OR Amendment No:
		3. Project/Activity No. and Title <u>698-11-999-135</u> Regional Activities Technical Support (Howard University Conference)	

Indicate block numbers.

Use this form to complete the information required in any block of a PIO or PA/PR form.

2. A decision to bring the expertise and resources of the respective universities to bear on the solutions to some of the problems.
 3. The establishment of a modus operandi for attacking health problems.
 4. The selection of one or more problems for action.
 5. The development of project plans and seeking of project support funds.
 6. The formation of permanent working parties on the most important health problems.
 7. The establishment of an international medical journal on black health problems.
- IV. Methodology: The conference will have a format such that a variety of topics may be covered during the first four days. The fifth day would be given to brief cogent reports from the various discussion groups, summary of the sessions and selection of the problem or problems which the participants decide should receive the greatest attention. The aim being to then have the universities to concentrate upon research on these problems. Sufficient information should be garnered at the conference to justify preparation of protocol(s) and application for support from private and/or governmental agencies.
- V. Time and Resources Required: The actual time of the conference would consume five working days. However, at least three months of planning prior to the conference would be needed. This planning has already been started by Howard University.

DEPARTMENT OF STATE
 AGENCY FOR
 INTERNATIONAL DEVELOPMENT

 Worksheet
 Issuance

PAGE 9 OF 9 PAGES

CONTINUATION
SHEET1. Cooperating Country N. Afr.
& Regional Affairs

2. Code No.

698-135-3-614S:99

FORM SYMBOL

TITLE OF FORM

2.b. Effective Date

6/26/74

2.c.

 Original OR Amendment No.

3. Project/Activity No. and Title

698-11-999-135

 Regional Activities Technical Support
 (Howard University Conference)

PIO/T

Indicate block
numbers.

Use this form to complete the information required in any block of a PIO or PAA form.

19C

 AID will provide funds for support of African and/or West Indian Health
 professional conferees as follows:
I. Air Fare

4 R/T Nigeria-DS-Nigeria @ \$1100	\$4400
4 R/T Tanzania-DC-Tanzania @ \$1400	5600
4 R/T Kenya-DS-Kenya @ \$1400	5600
4 R/T Ghana-DC-Ghana @ \$1100	4400
1 R/T Congo (B)-DC-Congo (B) @ \$1400	1400
4 R/T Jamaica-DC-Jamaica @ \$300	1200
Sub-total	<u>\$22600</u>

II. SubsistenceU.S.

Taxis - 21 people x 7 days @ \$3 day	400
DC-21 people x 7 days x \$25 day	3675
<u>Int'l</u>	
2 days x 21 people x \$30 day	<u>1260</u>
Sub-total	<u>\$5335</u>

III. Miscellaneous Expenses

Secretarial assistance - 2x30 days @ \$32 day	\$1920
- 1x60 days @ \$36 day	1800
Equipment/Supplies - (paper, reproduction and document preparation; for conference program material and distribution of conference proceedings to 200 recipients)	2000
Audio visual services - (tapes, tape recording and projectionist services)	1000
Communications - (postage, cables, long distance phone calls)	200
Sub-total	<u>\$6920</u>
Grand total	<u>34,855</u>
Rounded to	<u>35,000</u>