

UNITED STATES OF AMERICA  
AGENCY FOR INTERNATIONAL DEVELOPMENT

REGIONAL ECONOMIC DEVELOPMENT SERVICES OFFICE  
FOR EAST AND SOUTHERN AFRICA (REDSO/ESA)

United States Postal Address  
USAID  
BOX 221  
APO NEW YORK 09675

International Postal Address  
POST OFFICE BOX 30261  
NAIROBI KENYA

July 26, 1990

Mr. Ganti Rao  
Chief of Information, Audio Visual  
& Documentation Division  
United Nations Center for Human  
Settlements (HABITAT)  
P.O. Box 30030  
Nairobi, Kenya.

SUBJECT: Grant No. 623-1008-G-00-0028-00, Housing Urban Poor

Dear Mr. Rao:

Pursuant to the authority contained in the Foreign Assistance Act of 1961, as amended, the Agency for International Development (hereinafter referred to as "A.I.D.") hereby grants to United Nations Center for Human Settlements (HABITAT) (hereinafter referred to as the "Grantee"), the sum of twenty thousand dollars (\$20,000) to provide support for a program in Lilongwe, Malawi, as described in the Schedule of this grant and in Attachment 2, entitled "Program Description."

This grant is effective and obligation is made as of the date of this letter and shall apply to expenditures made by the Grantee in furtherance of program objectives during the period beginning with the effective date and ending December 31, 1990.

This grant is made to the Grantee on condition that the funds will be administered in accordance with the terms and conditions as set forth in Attachment 1 (the schedule); Attachment 2 (the Program Description); and Attachment 3 (the Standard Provisions); all of which have been agreed to by your organization.

Please sign the original and all enclosed copies of this letter to acknowledge your receipt of the grant, and return the original and all but one copy to me.

Sincerely yours,



Richard J. Womack  
Regional Grant Officer  
REDSO/ESA

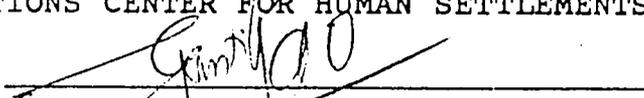
Attachments:

1. Schedule
2. Program Description
3. Standard Provisions

ACKNOWLEDGED:

UNITED NATIONS CENTER FOR HUMAN SETTLEMENTS (HABITAT)

BY:



TITLE:

CHIEF, LAND AND FUND MANAGEMENT

DATE:

JULY 31, 1990.

FISCAL DATA

Total Grant Amount : \$160,000  
Previous Obligation : -0-  
This obligation : \$20,000  
Total Amount Obligated: \$20,000  
Project No. : 940-1008.15 (HUP-SDA)  
A.I.D. Project Office : REDSO/ESA/RHUDO  
Payment Office : Regional Financial Management  
Centre (RFMC), Nairobi, Kenya.  
PIO/T No. : 615-9401008-3-0015  
Appropriation Symbol : 72-1101021  
Budget Plan Code : PDSA-90-29615-KG11  
W902027

FUNDS AVAILABLE  
RFMC-NAIROBI / KENYA  
DATE 7/26/90

SCHEDULE

UNCHS/EDI/USAID COURSE ON URBAN FINANCE AND MANAGEMENT  
FOR ANGLOPHONE AFRICAN COUNTRIES

A. PURPOSE

The purpose of this grant is to provide funds to the United Nations Enter for Human Settlements (Habitat) as the contribution of RHUDO/ESA to the overall costs of undertaking the collaborative training course that is described below.

B. BACKGROUND

Habitat, the Economic Development Institute of the World Bank and the Regional Housing and Urban Development office for Eastern and Southern Africa of the United States Agency for International Development are collaborating to sponsor a training course on "Urban Finance and Management." It will be held in Lilongwe, Malawi from October 29 to November 23, 1990.

The overall goals of the program are twofold: (1) to strengthen national capacities to provide training in urban local government finance and management and (2) to increase the course participants' knowledge and skills in urban financial management, local government management and the training and development process. The objectives of this course are:

- (a) To increase the participants' knowledge and skills in training design methods and techniques pertinent to local government management and finance training;
- (b) To increase the participants' knowledge and skills in local government general management and financial management;
- (c) To demonstrate innovative approaches to the training of local government officials;

- (d) To strengthen the institutional capacity of participating training organizations in the areas of urban local government finance and management;
- (e) To increase regional awareness of the need for urban local government training and the resources available to achieve competency within local governments through training and development interventions.

C. PERIOD OF GRANT

The effective date of this grant should be o/a September 15, 1990. The expiration should be December 31, 1990.

D. REPORTING AND EVALUATION

The grantee shall prepare and submit three sets of all training course reports and materials. All documentation should be mailed to Howard J. Sumka, REDSO/ESA/RHUDO, P.O. Box 30261, Nairobi, Kenya.

All reports forwarded shall include a descriptive title, the author's name(s), grant number, the Project number and title, contractor's name, name of the AID Project Office, and the publication or issuance date of the report.

E. AMOUNT OF GRANT AND PAYMENT

1. A.I.D. hereby obligates the amount of \$20,000 for purposes of this grant.
2. Payment shall be made to the Grantee in accordance with procedures set forth in attachment 3 (Standard Provisions)

PROGRAM DESCRIPTION

A. COURSE DESCRIPTION: The course will focus on human resource development and training for local government systems. Emphasis will be on development of training and knowledge skills applied to two areas: (a) financial management strategies, with an emphasis on revenue generation, revenue collection and control of capital and recurrent expenditures; (b) general management, with emphasis on strategic planning decision making and problem solving, the roles and responsibilities of the urban manager, and strategies for achieving performance at the individual, team and organizational levels of management.

B. PROGRAM PARTICIPANTS: The course will be for anglophone African countries, primarily from eastern and southern Africa. The course is intended for senior trainers who are in a position to apply the skills and experience acquired during the course to introduce new curricula in their institutions. Approximately 30 participants will be admitted to the course as terms of 3-6 trainers from key national training institutions concerned with local government.

F. GRANT BUDGET

The total cost of the course is estimated to be \$160,000, as shown below. REDSO/ESA/RHUDO's contribution of \$20,000 will be used to partially finance the participants' international travel and per diem costs while in Lilongwe.

<u>COST ELEMENTS</u>	<u>GRANTEE'S COST \$</u>	<u>GRANTOR'S COST \$</u>	<u>COMBINED TOTAL COST \$</u>
1. Habitat Staff	13,000	-0-	13,000
2. Participants (International travel and subsistence)	40,000	20,000	60,000
3. Consultants (International travel, subsistence, and fees)	52,000	-0-	52,000
4. Reports and training materials	20,000	-0-	20,000
5. Administrative support	5,000	-0-	5,000
6. Misc. course costs	<u>10,000</u>	<u>-0-</u>	<u>10,000</u>
TOTAL COSTS \$	<u>140,000</u> =====	<u>20,000</u> =====	<u>160,000</u> =====

G. GENERAL PROVISIONS

See attachment 3

7