

PD-ABN-155
73352

SPECIFIC SUPPORT GRANT

May 20, 1986

520-0348-G-00-6182-00

Mr. Thomas R. Byrne
Executive Director
Private Agencies Collaborating
Together (PACT)
777 United Nations Plaza
New York, New York 10017

Subject: ASINDES Private Voluntary Organization (PVO)
Development Program 520-0348

Dear Mr. Byrne,

Pursuant to the authority contained in Section 106 of the Foreign Assistance Act of 1961, as amended, the Agency for International Development (hereinafter referred to as "A.I.D." or "Grantor") hereby grants to Private Agencies Collaborating Together (hereby referred to "PACT" or "Grantee"), the sum of ONE MILLION FIFTY THOUSAND U.S. DOLLARS (\$1,050,000) to strengthen ASINDES to support PVOs operating in Guatemala as described in the Schedule of this Grant and the Attachment 2, entitled "Program Description."

This Grant is effective and obligation is made as of the date of this letter, and shall apply to commitments made by the Grantee in furtherance of Program objectives during the period beginning with the effective date and ending June 30, 1988.

This Grant is made to PACT, 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, "Program Description," and Attachment 3, "Standard Provisions".

Please sign and return to USAID/Guatemala the Statement of Assurance of Compliance (Attachment 4) and this letter to acknowledge your acceptance of the conditions under which these funds have been granted.

Sincerely yours,



Charles E. Costello
Director

Attachments:

1. Schedule
2. Program Description
3. Standard Provisions
4. Reporting Requirements
5. Evaluation Formula
6. Assurance of Compliance with USAID Regulation, under Title VI of the Civil Rights Acts of 1964.
7. Application

ACKNOWLEDGED:

Private Agencies Collaborating Together
(PACT)

BY: _____

Thomas R. Byrne
Thomas R. Byrne

Title: _____

Executive Director

Date: _____

Jan 3, 1988

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FISCAL DATA

Appropriation:	<u>Special Development</u> <u>Activities</u>
Budget Plan Code:	<u>LDAA-86-25520-DG13</u>
PIO/T No.:	<u>N/A</u>
Project No.:	<u>520-0348 (R600070)</u>
Total Estimated Amount:	<u>\$1,050,000</u>
Total Obligated Amount:	<u>\$1,050,000</u>
IRS Employer Identification Number:	<u>N/A</u>
Funding Source: AID/W_____	<u> USAID X </u>

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ATTACHMENT 1
SCHEDULE

A. Purpose of Grant

The purpose of this Grant is to strengthen ASINDES to support PVO's operating in Guatemala, as more specifically described in Attachment 2 to this Grant entitled "Program Description."

B. Period of Grant

1. The effective date of this Grant is the date of the letter. The expiration date of this Grant is June 30, 1988.

2. Funds obligated hereunder are available for program expenditures for the estimated period May 19, 1986 to June 30, 1988, as shown in the Financial Plan.

C. Amount of Grant and Payment

1. AID hereby obligates the amount of \$1,050,000 for purposes of this Grant.

2. Payment shall be made to the Grantee in accordance with procedures set forth in Attachment 3 - Standard Provisions under the Section entitled "Payment - Letter of Credit".

D. Financial Plan

Table I provides the Financial Plan for this Grant, including local cost financing items. Revisions to this Plan shall be made in accordance with Section 4 of the Standard Provisions of this Grant, entitled "Revision of Grant Budget."

E. Reporting and Evaluation:

The Standard Provisions Section 2, Entitled "Accounting, Audit, and Records" provides guidance on financial reporting requirements, Attachment 4 and 5 provide illustrative guidance for meeting AID progress reporting and evaluation requirements. If the Grantee chooses to use its own reporting and evaluation procedures, please submit to AID/Guatemala for its approval the Grantee's proposed procedures. AID/Guatemala requires Quarterly Progress Reports and one mid term and one final evaluation.

F. Special Provisions:

1. All provisions of Attachment 3, Standard Provisions, are applicable.

2. AID authorizes the Grantee to purchase one vehicle provided that the procurement regulations given in Attachment 3 are utilized.

3. Up to \$250,000 in Grant funds may be used for the local cost financing of the program administration provided that AID Eligibility Rules for Goods and Services be adhered to. Up to \$500,000 in Grant funds may be used for the local cost financing of local PVOs program activities following AID regulations mentioned above, located in Attachment 3.

G. Overhead Rate:

Mission understands that PACT's current overhead rate of 20.93% is likely to drop to between 10% and 12% during the next two years. A provisional overhead rate of 15% is used in the illustrative budget. This rate will be adjusted to reflect the actual rate at such time as the audited rate becomes available.

H. Title to Property:

All property purchased for the purposes of the program administration will be titled to PACT during the two year life of project, after which time it will be donated to ASINDES. All Grant financed goods purchased by local PVOs in the execution of their programs will become property of beneficiaries of individual PVO subprojects.

I. Authorized Geographic Code:

The authorized Geographic Code for the Dollar procurement of goods and services under this Grant is 000. Local currency financing is by order of preference 1) 000, 2) Host Country, 3) 941, 4) 935.

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ATTACHMENT 2 - PROGRAM DESCRIPTION

A. Goal/Purpose:

The program has two goals:

(1) Increase the PVO community's efficiency and effectiveness in designing, implementing and evaluating projects carried out in Guatemala. (2) Promote the design and implementation of a technical assistance program in various areas of micro development for the local and international PVO community.

Purpose and Objectives: The purpose of the grant is to strengthen ASINDES to support PVOs operating in Guatemala. The program will support projects implemented by Guatemalan and internally-based private and voluntary organizations.

B. Description:

PACT will undertake a program, in collaboration with ASINDES, to promote socio-economic development activity in Guatemala through private sector involvement. The program will have three highly interrelated areas of attention: local currency grants to individual PVO projects; grant management assistance; and technical assistance programs for the PVO community in Guatemala. All three of these activities will be coordinated and implemented through ASINDES, who will receive technical and managerial assistance and other inputs from PACT.

At the end of the second year of the program, outputs will include: 1) the selection and funding of 30 PVO projects in diverse functional areas; 2) the selection and funding of 20 mini grants to non-project activities; 3) a smoothly-running identification and selection process capable of monitoring grants and reporting back on a timely basis; and 4) the promotion of five workshops and/or special events per year, as part of a regular technical assistance program to strengthen at least 100 employees of approximately 30 PVOs. These training programs will include elements such as project design, proposal writing, monitoring, evaluation, identification of funding sources, reporting and project management, among other topics. In addition, sectoral themes and development thrusts like small-scale enterprises, primary health care, crop diversification, women's involvement in development, and institutional strengthening would be considered for prospective workshops.

Counterpart for this program is derived from cash and in-kind contributions from PVOs and communities which will implement the 30 AID financed PVO projects. Financing will be on a pari-passu basis with AID funds accounting for not more than 55 percent of the total PVO project cost.

Six principal criteria will be used to determine funding eligibility for the 30 PVO projects, they include:

- 1) Improve the condition of life of beneficiariés who have limited access to resources,
- 2) address a locally-determined need,
- 3) contribute to the capacity of the beneficiaries to plan and manage the use of resources,
- 4) promote collective action among the beneficiaries so that they respond not individually, but together, to their common needs,
- 5) include contributions by the beneficiaries of ideas, time and materials, and
- 6) address a development problem in such a way that the results can have a demonstrable impact beyond the specific endeavor.

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Table I
ILLUSTRATIVE FINANCIAL PLAN
(FOR A TWO YEAR PROGRAM)

I t e m	Dollar Cost Financ- ing	Local Cost Financing (In Dollars) (\$1.0 = Q2.5)	Total
I. <u>Program Administration</u>			
A. Personnel			
1. New York Office	61,876		61,876
2. PACT In-Country Representative	<u>146,600</u>		<u>146,600</u>
Salary	110,000		
Shipment/Personal Effects	12,000		
Housing Allowance	21,600		
International Travel (x 2)	1,300		
Other Travel/Settling In	1,700		
3. Local Personnel Costs (Executive Director, Program Officer, Admin. Assistant, Clerical Assistance, Janitor/Guard)		74,140	74,140
4. Consultants (\$220 x 185 Days)	40,700		40,700
5. Advisory Committee/Housing (\$40 x 160 Days)		6,400	6,400
Subtotal	<u>249,176</u>	<u>80,540</u>	<u>329,716</u>
B. Travel (International)			
1. Airfare (\$650 x 25 trips)	16,250		16,250
2. Per Diem			
Guatemala: 220 days x \$80	17,600		17,600
New York: 30 days x \$100	3,000		3,000
3. Other Travel	5,000		5,000
Subtotal	<u>41,850</u>		<u>41,850</u>
C. Local Operating Costs			
1. Vehicle (Purchased Locally)		15,000	15,000
2. Vehicle Operation and Maintenance		12,800	12,800

3. Office Rental and Utilities		4,800	4,800
4. Office Equipment, Furniture		12,000	12,000
5. Office Supplies, Mail, Copies		7,680	7,680
6. Communications		14,200	14,200
7. Miscellaneous		578	578
Subtotal		<u>67,058</u>	<u>67,058</u>
D. PACT Overhead (Program and Program Admin)	45,873	93,503	139,376
Total Program Admin.	<u>336,899</u>	<u>241,101</u>	<u>578,000</u>

II. Programs:

A. Grants to PVOs (30 x 14,400)		432,000	432,000
B. Mini Grants to Projects (20 x \$1,000)		20,000	20,000
C. Workshops (10)		20,000	20,000
Program Total		<u>472,000</u>	<u>472,000</u>
Grant Total (AID Input)	336,899	<u>713,101</u>	<u>1,050,000</u>

III. Counterpart:

Counterpart Contributions from PVO's Receiving AID funds for Program Activities (in-kind and cash from other non-U.S. Government Sources)		<u>350,000</u>	<u>350,000</u>
Total Program	\$336,899	1,063,101	1,400,000

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Attachment 6

Project 520-0318

ASSURANCE OF COMPLIANCE WITH THE AGENCY FOR INTERNATIONAL
DEVELOPMENT REGULATION UNDER TITLE VI OF THE CIVIL
RIGHTS ACT OF 1964

The Private Agencies Collaborating Together (hereinafter called the "Grantee") HEREBY AGREES THAT it will comply with Title VI of the Civil Rights Act of 1964 (P.L. 88-352) and all requirements imposed by or pursuant to the Regulation of the Agency for International Development (22 CFR Part 209, m 30 FR 317) issued pursuant to that title to the end that, in accordance with Title VI of that Act and the Regulation, no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Grantee receives Federal financial assistance from the Agency; and " HEREBY GIVES ASSURANCE THAT it will immediately take any measures necessary to effectuate this Agreement.

If any real property or structure thereon is provided or improved with the AID of Federal financial assistance extended to the Grantee by the Agency, this assurance shall obligate the Grantee, or in the case of any transfer of such property, any transferee, for the period during which the real property or structure is used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits. If any personal property is so provided, this assurance shall obligate the Grantee for the period during which it retains ownership or possession of the property. In all other cases, this assurance shall obligate the Grantee for the period during which the Federal financial assistance is extended to it by the Agency.

THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all Federal grants, loans, contracts, property, discounts or other Federal financial assistance extended after the date hereof to the Grantee by the Agency, including installment payments after such date on account of applications for Federal financial assistance which were approved before such date. The Grantee recognizes and agrees that such Federal financial assistance will be extended on reliance on the representations and agreements made in this assurance, and that the United States have the right to seek judicial enforcement of this assurance. This assurance is binding on the Grantee, its successors, transferees, and assignees, and the person or persons whose signatures appear

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below are authorized to sign this assurance on behalf of the Grantee.

PRIVATE AGENCIES COLLABORATING TOGETHER (PACT)

BY: *Thomas R. Byrne*

TYPED NAME: Thomas R. Byrne

TITLE: Executive Director

DATE: *Jan 4, 1986*

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