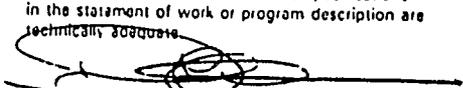
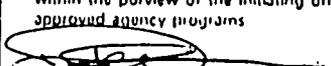
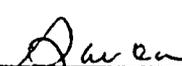


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AID 1350-1 (3 87)	AGENCY FOR INTERNATIONAL DEVELOPMENT	1. Cooperating Country	Page 1 of 2 Pages 3		
		2. PIO/T No.	Original or Amendment No. _____		
*PIO/T	PROJECT IMPLEMENTATION ORDER/TECHNICAL SERVICES	3. Project/Activity No. and Title	Human Rights - TOGO (698-0541.93)		
		4. Project/Activity No. and Title	Human Rights - TOGO (698-0541.93)		
REDSO/WCA WAAC (1) REDSO/WCA RCO (1) B&F (1) C&R (1)	5. Appropriation Symbol	6. Budget Plan Code			
	72-112/31014	GSS2-92-21693-KG75-ECN:F220035			
DISTRIBUTION	7. Obligation Status	8. Project Assistance Completion Date (Mo., Day, Yr.)			
	<input type="checkbox"/> Administrative Reservation <input type="checkbox"/> Implementing Document				
	9. Authorized Agent	10. This PIO/T is in full conformance with PRO AG No. _____ Date _____			
	11a. Type of Action and Governing AID Handbook <input type="checkbox"/> AID Contract (HB 14) <input type="checkbox"/> AID Grant or Cooperative Agreement (HB 13) <input checked="" type="checkbox"/> PASA/RSSA (HB 12) <input type="checkbox"/> Other	11b. Contract Grant, Cooperative Agreement PASA/RSSA Reference Number (if this is an Amendment)			
13. Mission References	12. Estimated Financing (A detailed budget in support of column (2) is attached as Attachment No. _____)				
	Maximum AID Financing Available	A. Dollars	(1) Previous Total	(2) Increase	(3) Decrease
		\$10,300	---	---	\$10,300
	B. U.S.-Owned Local Currency				
	14A. Instructions to Authorized Agent				
	<p>REDSO/WCA/RCO is requested to issue a PASA to USIS-Togo, pursuant to the attached memo of agreement/scope of work (SOW) and budget.</p> <p>1. SOW - USIS is requested to plan, organize and present in Lome, Togo, a regional seminar for journalists on the theme: "The Press in a Democratic Society"</p> <p>2. SOW and Budget: See the attached Memorandum of Agreement and Attachment.</p> <p style="text-align: right;">(continued)</p>				
	14B. Address of Voucher Paying Office Accounting Section OAR/Lome B.P. 852 - Lome, Togo				
15. Clearances - Include typed name, office symbol, telephone number and date for all clearances.					
A. The Project Officer certifies that the specifications in the statement of work or program description are technically adequate.	Phone No.	B. The statement of work or program description lies within the purview of the initiating office and approved agency programs	Date		
	Date		Date		
	24 July 92				
C. Dennis Panther, RDO	Date	D. Funds for the services requested are available	Date		
E. Cynthia Judge, REDSO/OP	Date	Abidjan 8362 Komi Agbo, Financial Analyst	7/24/92		
16. For the Cooperating Country: The terms and conditions set forth herein are hereby agreed to.			17. For the Agency for International Development		
Signature _____ Date _____	Signature 		Date 7/29/92		
Title _____	Sarah C. Clark		AID Representative		

*See HD 3, Sup. A, App. C, All D, for preparation instructions. Note: The completed form contains sensitive information whose unauthorized disclosure may subject an employee to disciplinary action.

FUNDS RESERVED
DATE: 8/21/92
INITIALS: 103

REDSO/WCA Concurrence: _____
F.E. Gilbert Date _____

20. Provisions for Logistic Support (Continued)

B. Additional Facilities Available From Other Sources

Diplomatic pouch

PX

Commissary

Other (specify, e.g., duty free, entry, tax exemption)

C. Comments USIS/TOGO will use its mechanism for organizing the seminar.

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

A. Relationships and Responsibilities

B. Cooperating Country Liaison Officials

C. AID Liaison Officials

22. Background Information (additional information useful to authorized agent) An amount of \$48,000 was allotted under the Ambassador's special FY-1992 allowance for Human Rights activities. The Ambassador decided to use a portion, \$10,300 of this allowance to fund a regional seminar for journalists.

USIS/Togo was requested to coordinate all contacts and activities necessary for the success of the seminar. The funds will be transferred to USIS based on the attached memo of agreement and subsequent PASA.

23. Summary of attachments that accompany the PIO/T (check applicable boxes)

A. Detailed budget estimate in support of increased funding (Block 12) Attachment A

B. Evaluation criteria for competitive procurement (Block 14A) N/A

C. Justification for procurement by other than full and open competition or noncompetitive assistance Attachment B

D. Statement of work or program description (Block 18) Attachment C

E. Waiver(s) justification(s), clearance(s), certification(s) (Block 19) (specify number _____) N/A

2

Attachment B

Section No.14A (continued)

PIO/T 693-0541-3-20311

3. Justification for Use of USIS as A Procurement Agent:

With reference to HB12 CH1B2b para 3 pg 1-10 dated May 16, 1991, USIS was selected as procurement agent as it was felt that they are the only suitable source with sensitivity to coordinate with any organization involved in the selection of participants/management of the seminar, all actions necessary for success of the seminar. In addition, USIS is charging neither overhead nor procurement fee. PASA serves as flow through. Thus, it is determined by cost analysis that it is more economical to organize the seminar through USIS than any other organization.

We are, therefore, complying with the provision of OMB Circular A-76, and the above circumstances make determination that a PASA is appropriate and REDSO/WCA/RCO is requested to issue a PASA to USIS/TOGO.



MEMORANDUM OF AGREEMENT

Under direction of Ambassador and DCM, the Human Rights Fund Project administered by USAID Lomé proposes an interagency agreement with USIS Lomé for a grant to plan, organize and present a regional seminar for journalists on the theme, "The Press in a Democratic Society."

1. USIS Lomé will plan, organize and present a regional seminar for journalists on the theme, "The Press in a Democratic Society." Based on a proposal originally received from the Union Togolaise des Editeurs des Journaux Privés (UTEJI) and the Association Togolaise de la Liberté de la Presse (ATLP), USIS Lomé presents this seminar in order to increase local journalists' professional skills and their understanding of the role the press plays in a democracy. Though the independent press has played a key role in the opening up of Togolese society and politics, many newspapers are often marked by a low professional standard and tendency to rely on commentary rather than fact in preparing stories. This is the first seminar for Togolese journalists in recent years to address this theme in such depth.

2. Project purpose and objectives: Project grant provides funding for all expenses to plan, organize and present the seminar.

3. Project description: The five day seminar consists of a combination of lectures, practical writing exercises, critique, and films. There are 45 participants, 30 Togolese and 15 from other French-speaking countries in Africa. Budget includes per diem for Togolese participants, conference facilities and services at Hotel le Benin, administrative expenses and secretariat, materials, accident insurance, books, photocopying, printing, training video tape of program and honorarium for one Togolese presenter. USIA Washington and ARS Paris promise to recruit and finance two American specialists for 8 days as well as providing bibliographic, program, and administrative support. Project is to take place April 13 - 17, 1992.

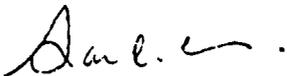
4. Project outcome: It is hoped that exposure to American style journalistic practices, practical experience with writing news stories, and discussion of basic principles and practices of freedom of the press will improve professional skills of journalists. Objectives are to instill an understanding of the role of a responsible press in a democratic society, as well as to improve the professional standard of the journalistic writing of the participants.

5. A USAID grant of \$10,300 will be given to USIS Lome for execution of this project via USIA PIO/T and Participating Agency Service Agreement (PASA) internal documents. USIS Lome has advanced GOE funds to cover expenses to date. Therefore the funds in this grant will be used to reimburse USIS for the services already provided.

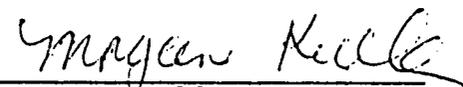
The funds will be transferred from USAID to USIS Lome through a Voucher for Transfers between Appropriation and/or Funds - SF1081. Appropriation fund transfers are not credited to allotment accounts. They are credited at the appropriation level, and are then reallocated by USIA's office of the comptroller before the funds are available for use. USIS Lome's allotment will be increased via an official IA-150 Advice of Allotment. Funds should be transferred into USIS account 67-20201. The period of performance will be through the fourth quarter of Fiscal Year 1992. It is the responsibility of the agency provided the grant to insure that all procurements are made promptly and correctly.

For USAID

FOR USIS

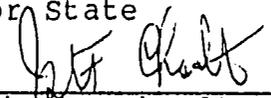


Sarah Clark
Representative



Morgan Kulla
Public Affairs Officer

Contracting Officer
For State



John F. Charlton
Joint Administrative Officer

DATE: May 22, 1992

**ATTACHMENT A.
MEMORANDUM OF AGREEMENT FOR JOURNALISM SEMINAR
ILLUSTRATIVE BUDGET**

	<u>Amount</u> US\$	<u>Total</u> US\$
A. Per diem 30 Togolese participants	2,143	2,143
B. CONFERENCE FACILITIES	1,300	1,300
- Meeting room for 50 people for five days		
- Secretariat room for 10 days		
- Transportation to/from airport		
- Two coffee/tea/juice/snack breaks a day for five days		
- Opening reception refreshments		
- Closing reception refreshments		
- Phone calls, misc. services		
- Transport to/from PAO residence for closing cocktail reception		
C. ADMINISTRATIVE EXPENSES		
- Per diem for Togolese professor who will be third seminar leader	600	
- Two secretaries to run the secretariat	358	
- Rental of word processor and photocopy	725	
- Accident insurance (for out-of-town participants)	170	
- Participant materials (articles, folders, misc.)	1,000	
- Paper, office supplies for secretariat	200	
- Presentation books	1,370	
- Printing/duplication of materials	680	
- Miscellaneous (phones, taxis, other)	500	
- Invitation cards	100	
- Banners	150	
- Incidentals, contingency	504	

SUB TOTAL ADMINISTRATIVE EXPENSES	6,357	6,357
D. Training tape and books	500	500
	-----	-----
GRAND TOTAL	10,300	10,300
	=====	=====