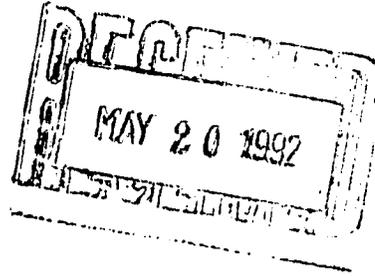




U.S. AGENCY FOR
INTERNATIONAL
DEVELOPMENT

PD-ABF-208

ISN 80760



Mr. Joseph S. Balcer
Executive Vice-President
International Republican Institute
1212 New York Avenue, N.W.
Suite 900
Washington, D.C. 20005

Subject: Cooperative Agreement No. AOT-0002-A-00-2071-00

Dear Mr. Balcer:

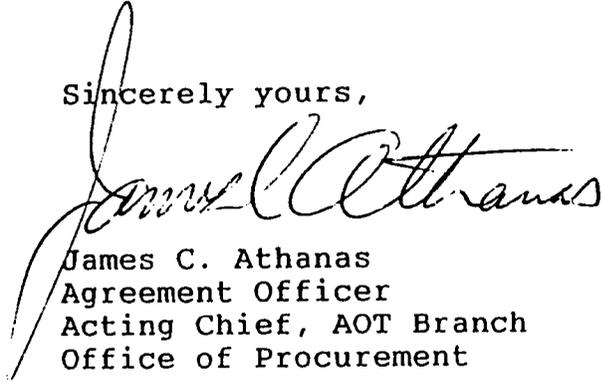
Pursuant to the authority contained in the Foreign Assistance Act of 1961 and the Federal Grant and Cooperative Agreement Act of 1982, as amended, the Agency for International Development (hereinafter referred to as "A.I.D.") hereby provides to the International Republican Institute (hereinafter referred to as "IRI" or "Recipient") the sum set forth in Section 1C.2. of Attachment 1 of this Cooperative Agreement to provide financial support for the program described in Attachment 2 of this Cooperative Agreement entitled "Program Description." This Cooperative Agreement is part of a joint effort by the Recipient and the National Democratic Institute for International Affairs which have submitted a joint proposal to A.I.D. While separate Cooperative Agreements have been written to accommodate the financial accountability needs of these two organizations, it is A.I.D.'s expectation that the Recipient and the National Democratic Institute will cooperate fully in the manner described in Attachment 2.

This Cooperative Agreement is effective as of the date of this letter and funds obligated hereunder shall be used to reimburse the Recipient for allowable program expenditures for the period set forth in Section 1B. of Attachment 1 of this Cooperative Agreement.

This Cooperative Agreement is made to the Recipient on the condition that the funds will be administered in accordance with the terms and conditions as set forth in the attachments listed under my signature below, which together constitute the entire Cooperative Agreement document and have been agreed to by your organization.

Please acknowledge receipt and acceptance of this Cooperative Agreement by signing all copies of this Cover Letter, retaining one copy for your files, and returning the remaining copies to the undersigned.

Sincerely yours,



James C. Athanas
Agreement Officer
Acting Chief, AOT Branch
Office of Procurement

Attachments:

1. Schedule
2. Program Description
3. Standard Provisions
4. Special Provision entitled "Restrictions on Lobbying"

ACKNOWLEDGED:

BY: 
TYPED NAME: Joseph S. Balcer
TITLE: Executive Vice President
DATE: May 20, 1992

FISCAL DATA

A. GENERAL

- A.1. Total Estimated A.I.D. Amount: \$507,143
- A.2. Total Obligated A.I.D. Amount: \$507,143
- A.3. Cost-Sharing Amount (Non-Federal): \$-0-
- A.4. Other Contributions (Federal): \$-0-
- A.5. Project No.: 654-0002
- A.6. A.I.D. Project Office: AFR/SA
- A.7. Funding Source: AID/W
- A.8. Tax I.D. No.: 52-1340267
- A.9. DUNS No.: 12-651-0312
- A.10. LOC No.: 72-00-1629

B. SPECIFIC

- B.1.(a) PIO/T No.: 654-0002-3-2619000
- B.1.(b) Appropriation: 72-112/31014
- B.1.(c) Allotment: 281-61-654-00-69-21
- B.1.(d) BPC: GSS2-92-31654-KG15
- B.1.(e) Amount: \$507,143

ATTACHMENT 1

SCHEDULE

1A. PURPOSE OF COOPERATIVE AGREEMENT

The purpose of this Cooperative Agreement is to provide financial support for the program described in Attachment 2 of this Cooperative Agreement entitled "Program Description."

1B. PERIOD OF COOPERATIVE AGREEMENT

The effective date of this Cooperative Agreement is the date of the Cover Letter and the estimated completion date is December 31, 1992. Funds obligated hereunder (see Section 1C.2. below) shall be used to reimburse the Recipient for allowable program expenditures incurred by the Recipient in pursuit of program objectives during the period May 1, 1992 (see Section 1D.4. below) through the estimated completion date. Funds obligated hereunder are anticipated to be sufficient for completion by the Recipient of the program described in Attachment 2 of this Cooperative Agreement by the estimated completion date.

1C. AMOUNT OF COOPERATIVE AGREEMENT AND PAYMENT

1C.1. The total estimated amount of this Cooperative Agreement for its full period, as set forth in Section 1B. above, is \$507,143.

1C.2. A.I.D. hereby obligates the amount of \$507,143 for the purposes of this Cooperative Agreement during the indicated period set forth in Section 1B. above, thereby fulfilling A.I.D.'s funding requirements. A.I.D. shall not be liable for reimbursing the Recipient for any costs in excess of the obligated amount, except as specified in paragraph (f) of the Standard Provision of this Cooperative Agreement entitled "Revision of Grant Budget."

1C.3. Payment shall be made to the Recipient in accordance with procedures set forth in the Standard Provision of this Cooperative Agreement entitled "Payment - Letter of Credit," as shown in Attachment 3.

1D. COOPERATIVE AGREEMENT BUDGET

1D.1. The following is the Budget for the total estimated amount of this Cooperative Agreement (see Section 1C.1. above)

for its full period (see Section 1B. above). The Recipient may not exceed the total estimated amount or the obligated amount of this Cooperative Agreement, whichever is less (see Sections 1C.1. and 1C.2., respectively, above). Except as specified in the Standard Provision of this Cooperative Agreement entitled "Revision of Grant Budget," as shown in Attachment 3, the Recipient may adjust line item amounts as may be reasonably necessary for the attainment of program objectives.

1D.2. Budget

Cost Element

Salaries	\$ 42,917
Benefits	10,729
Travel and Transportation	334,393
Consultants	24,000
Other Direct Costs	<u>95,104</u>
TOTAL	\$507,143

1D.3. Inclusion of any cost in the budget of this Cooperative Agreement does not obviate the requirement for prior approval by the Agreement Officer of cost items designated as requiring prior approval by the applicable cost principles (see the Standard Provision of this Cooperative Agreement set forth in Attachment 3 entitled "Allowable Costs") and other terms and conditions of this Cooperative Agreement, unless specifically stated in Section 1I. below.

1D.4. Notwithstanding the effective date of this Cooperative Agreement as shown in Section 1B. above, and subject to the Standard Provision of this Cooperative Agreement entitled "Allowable Costs," costs incurred by the Recipient in pursuit of program objectives on or after the earliest date set forth in Section 1B. above shall be eligible for reimbursement hereunder. Such costs are included in the Cooperative Agreement Budget shown above.

1E. REPORTING

1E.1. Financial Reporting

1E.1.(a) Financial reporting requirements shall be in accordance with the Standard Provision of this Cooperative Agreement entitled "Payment - Letter of Credit," as shown in Attachment 3.

1E.1.(b) All financial reports shall be submitted to A.I.D., Office of Financial Management, PFM/FM/CMPD/DCB, Room 700 SA-2, Washington, D.C. 20523-0209. In addition, three

copies of all financial reports shall be submitted to the A.I.D. Project Office specified in the Cover Letter of this Cooperative Agreement.

1E.1.(c) The frequency of financial reporting and the due dates of reports shall be as specified in the Standard Provision of this Cooperative Agreement referred to in Section 1E.1.(a) above.

1E.2. Program Performance Planning and Reporting

1E.2.(a) Project Implementation Plan

Not later than five (5) days from the effective date of this Cooperative Agreement (see Section 1B. above), the Recipient shall prepare and submit to the A.I.D. Project Officer specified in the Cover Letter of this Cooperative Agreement five (5) copies of a project implementation plan, with critical path indicators (as described in Appendix 9A of A.I.D. Handbook 3), for the full term of this Cooperative Agreement.

1E.2.(b) Monthly Reports

The Recipient shall submit two copies of monthly progress reports to both the Office of the A.I.D. Representative in Luanda (when established), AFR/SA, Room 3921, NS, Washington, D.C. 20523-0050, for the Project Officer and for the AFR/SA Office Director. These reports should document progress vis-a-vis program objectives, problems encountered, corrective procedures followed, significant program development during the period, and projected accomplishments for the coming month.

1E.2.(c) Special Reports

Between the required program performance reporting dates, events may occur that have significant impact upon the program. In such instances, the Recipient shall inform the A.I.D. Project Officer as soon as the following types of conditions become known:

1E.2.(c)(1) Problems, delays, or adverse conditions that will materially affect the ability to attain program objectives, prevent the meeting of time schedules and goals, or preclude the attainment of work units by established time periods. This disclosure shall be accompanied by a statement of the action taken, or contemplated, and any A.I.D. assistance needed to resolve the situation.

1E.2.(c)(2) Favorable developments or events that enable time schedules to be met sooner than anticipated or more work units to be produced than originally projected.

1E.2.(c)(3) If any performance review conducted by the Recipient discloses the need for change in the budget estimates in accordance with the criteria established in the Standard Provision of this Cooperative Agreement entitled "Revision of Grant Budget," the Recipient shall submit a request for budget revision to the Agreement Officer and the A.I.D. Project Officer specified in the Cover Letter of this Cooperative Agreement.

1E.2.(d) Final Report

Within 90 days following the estimated completion date of this Cooperative Agreement (see Section 1B. above), the Recipient shall submit five (5) copies of a final report to the A.I.D. Project Office specified in the cover letter of this Cooperative Agreement. In addition, two copies shall be submitted to A.I.D., PPC/CDIE/DI, Washington, DC 20523-1802. It will cover the entire period of the Cooperative Agreement and include all information shown in Sections 1E.2.(b) through 1E.2.(d) above.

1F. SUBSTANTIAL INVOLVEMENT UNDERSTANDINGS

It is understood and agreed that A.I.D. will be substantially involved during performance of this Cooperative Agreement as follows:

1F.1. Project Implementation Plan - The A.I.D. Project Officer will be consulted during the development of the project implementation plan and have the right of final approval of all areas of the plan where A.I.D. funds are included.

1F.2. Project Implementation Plan Revisions - The A.I.D. Project Officer will be consulted and have the right of approval for revisions of the Project Implementation Plan which involves the use of A.I.D. funds.

1F.3. Field Visits - Pursuant to the standard provision of this Cooperative Agreement entitled "Air Travel and Transportation," the A.I.D. Project Officer must provide advance approval of all international travel.

1F.4. Field Activities - The A.I.D. Project Officer will be involved in, and must approve, the selection of sites, methodologies and strategies to be used in field activities funded under this Cooperative Agreement.

1F.5. Consultants - The A.I.D. Project Officer must approve, in advance, the selection of consultants and experts retained by the Recipient.

1F.6. Disposition of Nonexpendable Personal Property - The A.I.D. Project Officer must approve, in advance, the selection of the civic organizations which will receive all nonexpendable personal property purchased under this Cooperative Agreement.

1G. PROCUREMENT AND (SUB)CONTRACTING

1G.1. Applicability

This Section 1G. applies to the procurement of goods and services by the Recipient (i.e., contracts, purchase orders, etc.) from a supplier of goods and services (see the Standard Provisions of this Cooperative Agreement entitled "Procurement of Goods and Services" and "AID Eligibility Rules for Goods and Services"), and not to assistance provided by the Recipient (i.e., a [sub]grant or subagreement) to a subrecipient (see the Standard Provision of this Cooperative Agreement entitled "Subagreements").

1G.2. Requirements

In addition to other applicable provisions of this Cooperative Agreement, the Recipient shall comply with paragraph (b)(1) of the Standard Provision of this Cooperative Agreement entitled "AID Eligibility Rules for Goods and Services," concerning total procurement value of less than \$250,000 under this Cooperative Agreement. If, under the order of preference set forth in paragraph (b)(1)(i) of said Standard Provision, the Recipient procures goods or services from cooperating country sources, the Standard Provision of this Cooperative Agreement entitled "Local Cost Financing" shall also apply. However, paragraph (b)(1) of the Standard Provision entitled "AID Eligibility Rules for Goods and Services" does not apply to: the restricted goods listed in paragraph (a)(3) of said Standard Provision and paragraph (e) of the Standard Provision entitled "Local Cost Financing," which must be specifically approved by the Agreement Officer in all cases, except to the extent that such approval may be provided in Section 1I. below; or to paragraph (d) of said Standard Provision pertaining to air and ocean transportation, to which the Standard Provisions entitled "Air Travel and Transportation" and "Ocean Shipment of Goods" apply, respectively. Paragraph (b)(2) of the Standard Provision entitled "AID Eligibility Rules for Goods and Services" does not apply.

1G.3. Approvals

Inclusion of costs in the budget of this Cooperative Agreement for the purchase of nonexpendable equipment obviates neither

the requirement of Section J.13. of OMB Circular A-21 (for educational institutions) or Section 13 of Attachment B of OMB Circular A-122 (for nonprofit organizations other than educational institutions) for prior approval of such purchases by the Agreement Officer, nor any other terms and conditions of this Cooperative Agreement, unless specifically stated in Section 1I. below.

1G.4. Title to Property

Title to property acquired hereunder shall vest in the Recipient, subject to the requirements of the Standard Provision of this Cooperative Agreement entitled "Title To and Use of Property (Grantee Title)" regarding use, accountability, and disposition of such property, except to the extent that disposition of property may be specified in Section 1I. below.

Notwithstanding the terms of said Standard Provision, the Grant Officer shall instruct the Recipient, in writing, as to the disposition of all nonexpendable personal property purchased under this Cooperative Agreement, based on the recommendation of the A.I.D. Project Officer as stated in Section 1F.6. above.

1H. SPECIAL PROVISIONS

1H.1. Collaboration with International Republican Institute
This Cooperative Agreement is part of a joint effort by the Recipient and the International Republican Institute which have submitted a joint proposal to A.I.D. While separate Cooperative Agreements have been written to accommodate the financial accountability needs of these two organizations, it is A.I.D.'s expectation that the Recipient and the International Republican Institute will cooperate fully in the manner described in Attachment 2 - Program Description.

1H.2. Training Activities - The political party training activities shall be conducted jointly by the two party institutes, in an open and nonpartisan manner and available to all legally registered political parties, as well as viable non-registered political parties which accept the transition process, without favoritism. The recipient party institutes will also endeavor to include the two major Angolan political parties in each such activity and to refrain from activities in Angola, whether or not funded under this grant, that are inconsistent with this paragraph, and the purposes of the grant in general.

1H.3. Location of Activities - The political party training activities funded by this grant (1) shall be conducted solely in Luanda, unless otherwise agreed in writing by A.I.D., and

(2) shall be completed in the entirety no later than August 1, 1992 or two weeks before commencement of the Angolan election campaign, whichever first occurs.

1H.4. Disposition of Equipment - All vehicles and equipment (including, but not limited to computer and communications devices) procured with funds provided in whole or in part through A.I.D. funding shall be disposed of in a manner that does not favor or provide advantage to one major political party over another. To the extent practicable, all such vehicles and equipment will be leased rather than purchased.

1H.5. Parameters for Assistance to Political Parties in Angola - The following specific prohibitions shall apply under this Cooperative Agreement, and costs associated with any of these items will not be considered allowable hereunder:

1H.5.(a) Direct appeals for support to the electorate on behalf of or by any political party or candidate for public office.

1H.5.(b) Any media message that endorses or supports a political party or candidate for public office.

1H.5.(c) Any payments to individuals that are intended to influence their votes.

1H.5.(d) Any cash contribution to a political campaign, political party, party official or candidate.

1H.5.(e) Any communications goods (e.g., t-shirts, flags, banners, posters, literature, buttons) that endorse or support a candidate for public office or a political party.

1H.5.(f) Any salary or other payments to an individual for work not related to activities permitted under the grant.

1H.5.(g) Any salaries, wages, fees, honoraria or similar payments to candidates, political party leaders, or campaign officers.

1H.5.(h) Public meetings that endorse or feature a candidate for public office.

1H.5.(i) Private polls designed to develop political campaign strategies in favor of a candidate, political party, or alliance.

1H.5.(j) Retention and use of equipment after the expiration of a grant for activities not consistent with the original purposes of the grant.

1H.6. Limitations on Reimbursement of Costs of Compensation for Personal Services and Professional Service Costs

1H.6.(a) Employee Salaries

Except as the Agreement Officer may otherwise agree in writing, A.I.D. shall not be liable for reimbursing the Recipient for any costs allocable to the salary portion of direct compensation paid by the Recipient to its employees for personal services which exceed the highest salary level for a Foreign Service Officer, Class 1 (FS-1), as periodically amended.

1H.6.(b) Consultant Fees

Compensation for consultants retained by the Recipient hereunder shall not exceed, without specific approval of the rate by the Agreement Officer: either the highest rate of annual compensation received by the consultant during any full year of the immediately preceding three years; or the maximum rate of a Foreign Service Officer, Class 1 (FS-1) (as periodically amended), whichever is less. A daily rate is derived by dividing the annual compensation by 2,087 and multiplying the result by 8.

1H.7. Publications

1H.7.(a) The Recipient agrees to provide one copy of the manuscript of any proposed publication to the A.I.D. Project Officer not later than submission to the publisher, and to give serious consideration to any comments received from the A.I.D. Project Officer.

1H.7.(b) In the case of publication of any of the reports described in Section 1E.2. of this Cooperative Agreement, A.I.D. reserves the right to disclaim endorsement of the opinions expressed. For other publications, A.I.D. reserves the right to dissociate itself from sponsorship or publication. In both cases, the Recipient will consult with the A.I.D. Project Officer as to the nature and extent of any A.I.D. disclaimer of endorsement or dissociation from sponsorship or publication.

1H.7.(c) If A.I.D. does not choose to disclaim endorsement or dissociate itself from sponsorship or publication, the

Recipient shall, in accordance with the Standard Provision of this Cooperative Agreement entitled "Publications," acknowledge A.I.D. support as follows:

"This publication was made possible through support provided by the Office of Southern Africa Affairs, Bureau for Africa, U.S. Agency for International Development, under Cooperative Agreement No. AOT-0002-A-00-2071-00.

1H.7.(d) In addition to providing one copy of all published works and lists of other written work produced under this Cooperative Agreement to the A.I.D. Project Officer, as required by paragraph (b) of the Standard Provision of this Cooperative Agreement entitled "Publications," the Recipient shall also provide two copies of such publications and lists to A.I.D., PPC/CDIE/DI, Washington, D.C. 20523-1802.

1H.8. Equipment and Other Capital Expenditures

1H.8.(a) Requirement for Prior Approval

Pursuant to Sections 1D.3. and 1G.3. above and the Standard Provisions of this Cooperative Agreement entitled "Allowable Costs" and "Revision of Grant Budget," and by extension, Section 13 of Attachment B of OMB Circular A-122, the Recipient must obtain A.I.D. Agreement Officer approval for purchases of the following:

1H.8.(a)(1) General Purpose Equipment, which is defined as an article of nonexpendable tangible personal property which is usable for other than research, medical, scientific or technical activities, whether or not special modifications are needed to make them suitable for a particular purpose (e.g., office equipment and furnishings, air conditioning equipment, reproduction and printing equipment, motor vehicles, and automatic data processing equipment), having a useful life of more than two years and an acquisition cost of \$500 or more per unit); and

1H.8.(a)(2) Special Purpose Equipment, which is defined as an article of nonexpendable tangible personal property, which is used only for research, medical, scientific, or technical activities (e.g., microscopes, x-ray machines, surgical instruments, and spectrometers), and which has a useful life of more than two years and an acquisition cost of \$1,000 or more per unit).

1H.8.(b) Approvals

In furtherance of the foregoing, the Agreement Officer does hereby provide approval for the following purchases, which shall not be construed as authorization to exceed the total estimated amount or the obligated amount of this Cooperative Agreement, whichever is less (see Section 1C. above):

- 25 Facsimile Machines and/or radios
- 1 Laptop computer with printer
- 1 Typewriter with Portugese fonts

1H.8.(c) Exception for Automation Equipment

Any approval for the purchase of automation equipment which may be provided in Section 1H.8.(b) above or subsequently provided by the Agreement Officer is not valid if the total cost of purchases of automation equipment (e.g., computers, word processors, etc.), software, or related services made hereunder will exceed \$100,000. The Recipient must, under such circumstances, obtain the approval of the Agreement Officer for the total planned system of any automation equipment, software, or related services.

1H.8.(d) Compliance with A.I.D. Eligibility Rules

Any approvals provided in Section 1H.8.(b) above or subsequently provided by the Agreement Officer shall not serve to waive the A.I.D. eligibility rules described in Section 1G. of this Cooperative Agreement, unless specifically stated.

1H.9. Restricted Goods

Pursuant to Section 1G. above, paragraph (a)(3) of the Standard Provisions of this Cooperative Agreement entitled "AID Eligibility Rules for Goods and Services," and, if applicable (see Section 1K. below for applicability), paragraph (e) of the Standard Provision of this Cooperative Agreement entitled "Local Cost Financing," the Agreement Officer's approval is required for purchase of the restricted goods described therein. In furtherance thereof, the Agreement Officer does hereby provide such approval to the extent set forth below. The Agreement Officer's approval is required for purchases of such restricted goods if all of the conditions set forth below are not met by the Recipient. Any approval provided below or subsequently provided by the Agreement Officer shall not serve to waive any terms and conditions of this Cooperative Agreement unless specifically stated.

1H.9.(a) Motor Vehicles

Motor vehicles, if approved for purchase under Section 1H.8.(b) above or subsequently approved by the Agreement Officer, must be of U.S. manufacture and must be of at least 51% U.S. componentry. The source of the motor vehicles, and the nationality of the supplier of the vehicles, must be in accordance with Section 1G.2. above. Motor vehicles are defined as self-propelled vehicles with passenger carriage capacity, such as highway trucks, passenger cars and busses, motorcycles, scooters, motorized bicycles, and utility vehicles. Excluded from this definition are industrial vehicles for materials handling and earthmoving, such as lift trucks, tractors, graders, scrapers, and off-the-highway trucks.

1H.9.(b) Used Equipment

Used equipment may only be purchased with the prior written approval of the Agreement Officer.

1H.10. Limitation on Use of Funds

No funds provided by A.I.D. under this Cooperative Agreement shall be used to provide assistance, either directly or indirectly, to any country ineligible to receive assistance pursuant to the Foreign Assistance Act as amended, related appropriations acts, or other statutes and Executive Orders of the United States (also see the Standard Provision of this Cooperative Agreement entitled "Ineligible Countries").

1H.11. Defense Base Act (DBA) and/or Medical Evacuation Insurance

Pursuant to Section J.16. of OMB Circular A-21 (for educational institutions) or Section 18 of Attachment B of OMB Circular A-122 (for nonprofit organizations other than educational institutions), the Recipient is authorized to purchase DBA and/or medical evacuation insurance under this Cooperative Agreement. If DBA insurance is purchased, it shall be purchased from the insurance company or agent with which A.I.D. has a contract to provide DBA insurance for A.I.D. contracts. The Agreement Officer will provide the name, address, and telephone number of such insurance company or agent upon request.

1H.12. Disposition of Property

With reference to Sections 1G.4. and 1H.8.(b) above, disposition of nonexpendable property acquired hereunder shall

be made to the Angolan civic organizations identified by the A.I.D. technical office at the written instruction of the Grant Officer.

II. RESOLUTION OF CONFLICTS

Conflicts between any of the Attachments of this Cooperative Agreement shall be resolved by applying the following descending order of precedence:

- Attachment 1 - Schedule
- Attachment 3 - Standard Provisions
- Attachment 4 - Special Provision entitled "Restrictions on Lobbying"
- Attachment 2 - Program Description

1J. STANDARD PROVISIONS

The Standard Provisions set forth as Attachment 3 of this Cooperative Agreement consist of the following Standard Provisions denoted by an "X" which are attached hereto and made a part of this Cooperative Agreement:

1J.1. Mandatory Standard Provisions For U.S., Nongovernmental Grantees

- (X) Allowable Costs (November 1985)
- (X) Accounting, Audit, and Records (September 1990)
- (X) Refunds (September 1990)
- (X) Revision of Grant Budget (November 1985)
- (X) Termination and Suspension (May 1986)
- (X) Disputes (November 1989)
- (X) Ineligible Countries (May 1986)
- (X) Debarment, Suspension, and Other Responsibility Matters (March 1989)
- (X) Nondiscrimination (May 1986)
- (X) U.S. Officials Not to Benefit (November 1985)
- (X) Nonliability (November 1985)
- (X) Amendment (November 1985)
- (X) Notices (November 1985)

1J.2. Additional Standard Provisions For U.S., Nongovernmental Grantees

- (X) Payment - Letter of Credit (November 1985)
- () Payment - Periodic Advance (January 1988)

- () Payment - Cost Reimbursement (November 1985)
- (X) Air Travel and Transportation (November 1985)
- (X) Ocean Shipment of Goods (May 1986)
- (X) Procurement of Goods and Services (November 1985)
- (X) AID Eligibility Rules for Goods and Services (November 1985)
- (X) Subagreements (November 1985)
- (X) Local Cost Financing (November 1988)
- (X) Patent Rights (November 1985)
- (X) Publications (November 1985)
- () Negotiated Indirect Cost Rates - Predetermined (May 1986)
- () Negotiated Indirect Cost Rates - Provisional (May 1986)
- (X) Regulations Governing Employees (November 1985)
- (X) Participant Training (May 1986)
- () Voluntary Population Planning (August 1986)
- (X) Protection of the Individual as a Research Subject (November 1985)
- () Care of Laboratory Animals (November 1985)
- (X) Government Furnished Excess Personal Property (November 1985)
- (X) Title To and Use of Property (Grantee Title) (November 1985)
- () Title To and Care of Property (U.S. Government Title) (November 1985)
- () Title To and Care of Property (Cooperating Country Title) (November 1985)
- () Cost Sharing (Matching) (November 1985)
- (X) Use of Pouch Facilities (November 1985)
- (X) Conversion of United States Dollars to Local Currency (November 1985)

PROGRAM DESCRIPTION

The Recipient's proposal entitled "Angola FY92" and dated April 10, 1992 is attached hereto as the Program Description (Attachment 2) and is made a part of this Cooperative Agreement.

NDI/IRI PROGRAM PROPOSAL: ANGOLA FY92

SUMMARY

The National Democratic Institute for International Affairs (NDI) and the International Republican Institute (IRI) propose to conduct a joint project in Angola aimed at supporting the conduct of a free and fair campaign environment and election. To further democratic development in a country which has never experienced multi-party elections, NDI and IRI will bring together their array of democratic development talent in a series of projects which will strengthen indigenous institutions and provide targeted transfers of experience and technique which have proven valuable in transitional societies around the world. The Institutes will conduct training seminars and workshops for political parties and civic organizations in order to acquaint those groups with the roles they will play in the electoral process, and to increase voter confidence and participation.

NDI/IRI will send an assessment and planning mission to Luanda. The mission will make the necessary arrangements for the workshops, solicit input by political parties and civic organizations concerning the content of the program and encourage ecumenical participation. The faculty and resource people that conduct the seminars will be drawn from the international network of experts that both Institutes maintain.

NDI/IRI will jointly sponsor three political party training seminars in Luanda beginning in the first part of May and ending by the beginning of the official campaign period. Themes to be addressed at these workshops include planning for and management of a political campaign, responsible political party conduct in an election campaign, and the role of political parties in monitoring the electoral process.

Three separate 3-day training workshops will be held in Luanda for civic organizations beginning three weeks after the final political party session and concluding no later than two weeks prior to the election day. In these workshops, activists will be trained in the organization of a nationwide Angolan monitoring association. This portion of the program complements the UNDP program of civic education.

In addition the Institutes will place staff in Angola for the duration of the program for the purpose of organizing the workshops. This staff will also be responsible for election monitoring by providing periodic reports on developments in the election process which will be provided to USAID.

PROGRAM OBJECTIVES

The goal of this program is to strengthen the Angolan institutions which will bear a principle responsibility for free and fair elections and increase the confidence and participation of the voters in the electoral process.

Phase I: Political Party Training

1. To encourage tolerance and minimize destabilizing tensions among political parties competing in the election process;
2. To enhance the practical political expertise of the parties at the national, regional, and local level-- particularly in terms of organization and management, election preparedness, and voter contact and outreach;
3. To enhance the formulation and communication of message, theme, and strategy development to allow the political parties to become truly long-term viable institutions;
4. To train local partisan activists in election monitoring and poll watching;
5. To train parties in conducting parallel vote counts at the provincial and national levels.

Phase II: Civic Organization Training

1. To train and encourage civic organizations to conduct non-partisan voter education programs at the grassroots level;
2. To train civic organizations in election monitoring, poll watching, and a parallel vote count.

BACKGROUND

The transition to a democratic order in Angola faces serious obstacles created by the devastation of civil war. The decimated condition of the infrastructure is only the most apparent product of the war. Even more devastating is the damage to the individuals and institutions of civil society which over the long-term will be more difficult to repair. Only now is civil society emerging from the Marxist one-party state which structured life prior to the cease-fire of May 1991. The success

of the transition hinges on the widespread understanding and acceptance of the rights and responsibilities of citizens in a democratic order.

The psychological scars of the war have made Angolans uncertain about the advent of open, competitive politics. The contrast with the predictable politics of a one-party state make the clash of styles and opinions of today a jarring experience for most Angolans.

Nevertheless, the existence of multiple parties is an encouraging and altogether predictable reaction to the closed system which preceded the Estoril Accords. However, the civil society has yet to recover the independent institutions which are critical to the broader participation of the citizenry in the electoral processes.

In the past 9 months, IRI has conducted three assessment trips to Angola to observe the evolution of all political parties and to monitor the conditions under which the peace accords are being implemented. During these assessment missions, five provinces and five major metropolitan areas were surveyed to further assess the logistical requirements of undertaking a democratic development project in Angola. During this same period of time, NDI has conducted an assessment trip to Angola and sponsored a conference in Namibia, attended by a wide variety of Angolan political parties, on advancing and strengthening democratic elections in Southern Africa.

As a result of the observations and experiences gained, it is clear that there is a fundamental lack of knowledge concerning even the most rudimentary cornerstones of democratic society. This lack of knowledge ranges from the relationship between and functions of political parties to the importance of creating non-partisan institutions which support the democratic process. The NDI/IRI program of international election assistance will strengthen the party structures and help to energize independent, non-partisan civic participation in the electoral process.

PROJECT ACTIVITIES

1. Assessment and Planning Mission

The IRI and NDI will send a six person mission to Luanda. The team will be composed of American and international election experts from each of the two institutes. The two institutes will inform USAID about the members of this team in advance of the mission. The team will be on the ground for at least one week to meet with UN officials, election administrators, political party

leaders, heads of civic organizations, domestic and international media representatives, and diplomats, including the U.S. Mission. The team will consult on the outline of the program and acquire the information needed to prepare the specific agendas for the party and civic organization seminars. These will include dates, venues, and subject matter.

2. Political Party Training

All legally registered political parties will be invited to the political party training seminars. Furthermore, due to the unclear and incomplete provisions in the current electoral law, consultations will be held during and after the assessment mission with the US Liaison Office, AID, the State Department, and the office of the UN Special Representative to ensure that all non-registered political parties which accept the transition process and are truly viable are also included in the program.

These political parties will be invited to the training seminars, which will each last for about three days and will be conducted in English and Portuguese with simultaneous translation. NDI/IRI will jointly recruit an international faculty with expertise in the particular subject matters which are to be addressed at the seminars and the workshops. Each delegation will consist of approximately ten election experts from the United States and other established and emerging democracies. The two institutes will inform USAID about the members of each team before the mission. Approximately three staff from NDI/IRI will accompany each delegation to help the in-country officers advance and finalize arrangements for the seminars.

The training seminars will be focused on those aspects of party organization that deal with creating and sustaining a stable electoral environment in which voters are exposed to competing political philosophies, platforms, and styles of campaigns. Particular emphasis will be given to the efforts of parties to encourage voter participation and tolerance for differing points of view. Furthermore, NDI/IRI will conduct political party poll watcher training. Poll watchers must know what to look for and must be familiar with the Angolan election system in order to protect the interests of their political parties and the overall integrity of the electoral process.

The seminars will be a combination of plenary sessions and small workshops. All participating political parties will have sessions with all trainers. This design will allow the trainers to solicit from the participants the issues they need to have addressed so that the agenda is refined to meet the particular

circumstances faced at the national and local levels in Angola.

There would be three different seminars occurring three weeks apart. The three themes would be:

- a. Planning for the Campaign
 - Issue and message development
 - Campaign preparedness and management
 - Public opinion polling and research
 - Grassroots party development
 - Targeting the application of resources
- b. Political Party Conduct in Election Campaigns
 - Limits of political debate
 - Assuring access to voters
 - Leadership and responsibilities for the actions of party activists
- c. The Role of Parties in Monitoring the Process
 - Training political party poll watchers
 - Conducting a parallel vote count

3. Training in Election Monitoring for Civic Organizations

The presence of non-partisan observers at polling stations often provides voters with a sense of security and can deter more blatant forms of intimidation. Poll watching tends to make the process more transparent and allows civic and non-government organizations a direct role on election day. Local monitoring organizations provide critical elements of election observation in that they are fluent in indigenous languages and know the people and customs of the community. These have been found to stimulate long term involvement in post-election initiatives needed to consolidate democratic development.

NDI/IRI will identify civic and non-government organizations that may be stimulated to participate in this activity and will proceed by conducting three seminars. These training seminars will begin at the outset of the official campaign period, probably mid-July, and end no later than two weeks prior to election day. The organization will be responsible for recruiting the volunteers for participation in the training programs.

NDI/IRI will jointly recruit an international faculty with expertise in the particular subject matters which are to be

addressed at the seminars and the workshops. Each delegation will consist of approximately ten election experts from the United States and other established and emerging democracies. The two institutes will inform USAID about the members of each team before the mission. Approximately three staff from NDI/IRI will accompany each delegation to help the in-country officers advance and finalize arrangements for the seminars.

In addition to the training, NDI/IRI will provide the monitoring team with paper and communication equipment (either two-way radios or fax machines) to set up a communication system. This communication system will be used for a parallel vote tabulation which provides a basis for determining the accuracy of the officially announced election results. It can also be used as a "quick count," which could be announced publicly to provide the public with early information regarding the election winners. Such an announcement can be critical if there are serious allegations of electoral manipulation or if there are delays in the release of official results. Strict oversight will be conducted to ensure that this communications infrastructure is used for non-partisan purposes.

The training seminars will address the following:

- recruitment of volunteers
- training methodology
- the election law
- filing of complaints and challenges
- setting up communications networks
- conducting independent, parallel vote counts
- reporting results

NDI/IRI will sponsor a professional team of trainers for each of the seminars who have experience in organizing similar programs. They will be drawn from Africa, Asia, Europe, Latin America, the Caribbean, and/or the United States.

The first seminar will be introductory and focus on the recruitment of volunteers, the second will be a training session and the third will emphasize the organization needed for an independent vote count. All sessions will be translated into Portuguese and the major indigenous languages.

4. Post-election Mission

After the elections, NDI/IRI will send a staff mission to Angola which will evaluate the program and make recommendations for future democratic assistance work in Angola. The primary task of this mission will be to discuss the elections with the

non-partisan domestic election monitoring civic organizations. Besides these civic organizations, the institutes will consult with UN officials, election administrators, political party leaders, and diplomats, including the U.S. Mission, about the efficacy of the training seminars as it pertained to the 1992 elections.

The institutes will also make recommendations on future democratic assistance work in Angola. For example, the institutes will encourage the domestic election monitoring groups to identify a role in the post-election environment. After major transition elections, such organizations can potentially contribute to the consolidation of democracy by developing civic education programs, overseeing the functions of governmental institutions, and maintaining a network of citizens engaged in public affairs and committed to democracy.

5. On-Ground Staff and Campaign Monitoring

Because of communications and logistical difficulties it will be necessary to open an office, place staff in country for the duration of the program, and equip that staff with a four-wheel drive vehicle. NDI/IRI will each have a staff person who is fluent in Portuguese. These people will be responsible for organizing in-country logistics for all of the seminars.

In addition to organizing the training program, the Angola program staff will continually monitor the changing political and election environment. They will jointly file periodic reports on the electoral developments in Angola which will be provided by the Washington offices of the institutes to AID.

Furthermore, the visiting teams of trainers throughout the life of the joint program will have reporting responsibilities on the development of the campaign and electoral environment. The levels of violence, adherence to the election law, access to the media, and the myriad other considerations which affect the environment in which the campaign is conducted will be evaluated and reported. These reports will also examine the implementation of the election administration apparatus, the coordination of the United Nations with the other institutions providing electoral support, and highlight any gaps which emerge either in the enforcement of equitable conditions under which to conduct a campaign or in terms of the assistance which might be required for the election.

STANDARD PROVISIONS

Note: Only those Standard Provisions indicated in Section 1J.
of this Cooperative Agreement apply to this Cooperative
Agreement.