

United States Agency for
International Development (AID)
Quito, Ecuador



PD-ABF-318
8/30/91
Agencia de los Estados Unidos para
el Desarrollo Internacional (AID)
Quito, Ecuador

August 30, 1991

Mr. William S. Reese
President
National Association of the
Partners of the Americas
1424 K. Street, NW Suite 700
Washington, D.C. 20005

**DUPLICATE
ORIGINAL**

Subject: Grant No. 512-0616-G-00-1051-00

Dear Mr. Reese:

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." or "Grantor") hereby grants to the Partners of the Americas (hereby referred to as "NAPA" or "Grantee") the sum of \$300,000 to provide support for Participant Training programs in the U.S.A. and in-country (Brazil) in areas such as AIDS prevention, Global Climate Changes, and Drug Awareness, as more fully described in the Schedule of this Grant and the Attachment 2, entitled "Program Description."

This grant is effective and obligation of \$300,000 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 with the estimated completion date of September 30, 1992.

Funds disbursed by AID but uncommitted by the Grantee at the expiration of this period shall be refunded to AID.

This grant is made to the NAPA on condition that the funds will be administered in accordance with the terms and conditions as set forth in Attachment 1, entitled the "Schedule", Attachment 2, entitled "Program Description" and Attachment 3, entitled "Standard Provisions", which have been agreed to by your organization.

Please sign the original and each copy of this letter to acknowledge your receipt of the Grant. Keep one copy for NAPA, and send one to Mr. John Pielemeier in Brasilia. Return the original and all other copies to me in Quito, Ecuador.

Sincerely yours,


James J. Dunlap
Regional Grant Officer

Attachments:

1. Schedule
2. Program Description
3. Standard Provisions

ACKNOWLEDGED:

NATIONAL ASSOCIATION OF THE
PARTNERS OF THE AMERICAS (NAPA)

BY:



TYPED NAME:

B.G. STALISS

TITLE:

CFO

DATE:

9/18/91

FISCAL DATA

PIO/T No.:	512-0616-3-10015	
Project No.:	598-0616.09	
Appropriation No.	72-1111021	
Budget Plan Code:	LDEA-91-25512-KG12	\$ 50,000
Reservation Control No.:	R110015	
Budget Plan Code:	LDEA-91-25512-KG12	\$250,000
Reservation Control No.:	R110016	
Total Estimated Amount:	\$300,000	
Total Obligated Amount:	\$300,000	

Funding Source:

A.I.D./W X

USAID

SCHEDULE

A. Purpose of the Grant

The purpose of this grant is to provide support for Participant Training programs in the U.S.A. and in-country (Brazil) in areas such as AIDS prevention, Global Climate Changes, and Drug Awareness, as more specifically described in Attachment 2 to this grant entitled "Program Description".

B. Period of Grant

The effective date of this grant is the signature date on the cover letter. The estimated completion date is September 30, 1992.

C. Amount of Grant and Payment

1. A.I.D. hereby obligates the amount of \$300,000 for purposes of this Grant.
2. Payment shall be made to the Grantee in accordance with procedures set forth in Attachment 3 Standard Provision One, entitled "Payment - Letter of Credit."

D. Grant Budget

The following is the Grant Budget, including local cost financing items (local cost financing is authorized). Revisions to this budget shall be made in accordance with Standard Provision of this Grant, entitled "Revision of Grant Budget." Without the prior written approval of the Grant Officer, NAPA shall not exceed the estimated dollar cost for any individual line item of cost shown below by more than 15% of such line item. The Grantee may adjust direct line item amounts as deemed necessary but the total obligated amount may not be exceeded.

GRANT BUDGET
(U.S. Dollars)

	<u>AID FUNDS</u>
1. Program related costs	
A. Seminars/Workshops	
Drug abuse prevention (US)	\$ 32,000
AIDS Education and Prevention Seminar (Brazil)	32,000 <i>AB</i>
Natural Resource Management/Economics (Brazil)	32,000
B. University Linkages	<u>61,000</u>
	SUBTOTAL
2. Management Costs	\$157,000
A. US	
Program Manager's salary/benefits	\$ 47,000
Part time secretary salary/benefits	10,000
Communications \$333/mo x 12 months	4,000
Staff travel	<u>4,000</u>
	SUBTOTAL
B. BRAZIL (In-Country-Management Support Provided by ABCA)	30,000
3. Indirect Costs	48,000
TOTAL GRANT	\$300,000

The Grantee shall provide AID with a copy of each financial audit conducted of the Grantee. The audit report shall include a section detailing AID project receipts and related expenditures by project component.

E. Reporting

1. Financial Reporting

- a. Financial reporting requirements shall be in accordance with the Standard Provision of this grant entitled "Payment-Letter of Credit" as shown in Attachment 3.

- b. The original and two copies of all financial reports shall be submitted to AID, Office of Financial Management, Program Accounting and Finance Division AID/W - FMCM, Washington, D.C. 20523-3230. In addition, two copies of all financial reports shall be submitted to the AID Representative, Brasilia.
- c. In addition to the quarterly submission of the SF-269 report to M/FM/PAFD and to the AID Rep in Brazil, the Grantee shall also submit copies of (1) a cumulative detailed report of disbursements by Budget line item quarterly and (2) a Summary, by budget line item, of its projected disbursements for the next reporting period.

2. Program Performance Reporting

- a. The Grantee shall submit quarterly program performance reports, and a final report which briefly presents the following information:

(1) A comparison of actual accomplishments with the goals established for the period, including types of trainees placed consistent with the listed priority areas specified in the grant.

(2) Between the required performance reporting dates, events may occur that have significant impact upon the program. In such instances, the Grantee shall inform AID as soon as the following types of conditions become known:

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 placement of selected participants or organizing and completing required seminars within scheduled time frames. This disclosure shall be accompanied by a statement of the action taken, or contemplated, and any AID assistance needed to resolve the situation.

Favorable developments or events that enable required linkages to be established.

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- b. If any performance review conducted by the grantee discloses the need for change in the budget estimates in accordance with the criteria established in the Standard Provision of this Grant entitled "Revision of Financial Plans", the Grantee shall submit a request for budget revision.
- c. Three copies of each program performance report shall be submitted to the office of the AID Representative, U.S. Embassy, Brasilia.

3. Special Reports

The Grantee shall provide special reports as requested by the AID Representative.

F. Indirect Cost Rates

Pursuant to the applicable Standard Provisions of this grant entitled "Negotiated Indirect Cost Rates - Provisional," a rate or rates shall be established for each of the Grantee's accounting periods which apply to this grant. Pending establishment of revised provisional or final indirect cost rates for each of the Grantee's accounting periods which apply to this grant, provisional payments on account of allowable indirect costs shall be made on the basis of the following negotiated provisional rate(s) applied to the base(s) which are set forth below.

<u>Type</u>	<u>From</u>	<u>Through</u>	<u>G&A</u> (A)	<u>Fringe Benefit</u> (B)	<u>Peace Scholarship Programs</u> (C)
Final	1/1/90	Until Amended	19.07%	20.53	10.57%

- (A) Total Direct Costs Excluding Peace Scholarship Program
- (B) Total Salaries
- (C) Total Direct Cost of Peace Scholarship Program

G. Special Provisions

- 1. For purposes of this Grant the Grant Officer is understood to be either the Regional Contracting (Grant) Officer, currently in Quito, Ecuador, or the AID Representative for Brasilia.

2. Local Cost Financing

- a. Costs qualifying as local costs are eligible for financing under the grant in accordance with the terms of this special provision. Local costs are defined as (i) indigenous goods, (ii) imported shelf items, and (iii) services provided by suppliers meeting the requirements contained in subparagraph b. Indigenous goods are those that have been mined, grown or produced in the cooperating country through manufacture, processing or assembly. In the case of produced goods containing imported components, to qualify as indigenous a commercially recognized new commodity must result that is substantially different in basic characteristics or in purpose or utility from its components. Imported items are eligible for financing under the following situations:

(1) All locally financed procurements must be covered by source/and nationality waivers as set forth in Chapter 5 of Handbook 1, Sup. B, with the following exceptions:

(a) Locally available commodities of U.S. origin, which are otherwise eligible for financing, if the value of the transaction is estimated not to exceed the local currency equivalent of \$100,000 (exclusive of transportation costs).

(b) Commodities of geographic code 935 origin if the value of the transaction does not exceed \$20,000.

(c) Professional services contracts estimated not to exceed \$250,000.

(d) Construction services contracts estimated not to exceed \$5,000,000.

(e) The following commodities and services which are available only locally:

- Utilities including fuel for heating and cooking, waste disposal and trash collection;

- Communications --telephone, telex, fax, postal and courier services;
- Rental costs for housing and office space;
- Petroleum, oils and lubricants for operating vehicles and equipment;
- Newspapers, periodicals and books published in the cooperating country;
- Other commodities and services (and related expenses) that, by their nature or as a practical matter, can only be acquired, performed, or incurred in the cooperating country, e.g., vehicle maintenance, hotel accommodations, etc.

(2) When local procurement of U.S. origin commodities is planned under a project, such a decision should be supported by an analysis of the prices of goods expected to be procured, and a determination that the prices are reasonable, taking into account comparable delivery terms and prices from the United States, and the implementation schedule of the project.

b. To qualify as local costs, goods and services must also meet the following additional requirements:

(1) They must be paid for in local currency.

(2) The supplier must be located in the cooperating country and must be of cooperating country nationality as defined in AID Handbook 1B, Chapter 5.

(3) Any component from a country not included in AID geographic code 935 renders a commodity ineligible for financing.

c. Ineligible Goods and Services: Under no circumstances shall the grantee procure any of the following under this grant:

- (1) Military equipment,
- (2) Surveillance equipment,

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- (3) Commodities and services for support of police or other law enforcement activities,
- (4) Abortion equipment and services,
- (5) Luxury goods and gambling equipment, or
- (6) Weather modification equipment.

d. Ineligible Suppliers: Funds provided under this grant shall not be used to procure any goods or services furnished by any firm or individual whose name appears on AID's Consolidated List of Debarred, Suspended, or Ineligible Awardees (AID Regulation 8, (22 CFR 208)). AID will provide the grantee with this list upon request.

e. Restricted Goods: The grantee shall not procure any of the following goods and services without the prior written authorization of the grant officer:

- (1) Agricultural commodities,
- (2) Motor vehicles,
- (3) Pharmaceuticals,
- (4) Pesticides,
- (5) Rubber compounding chemicals and plasticizers,
- (6) Used equipment,
- (7) U.S. Government-owned excess property, or
- (8) Fertilizer.

f. If AID determines that the grantee has procured any of the restricted or ineligible goods and services specified in subparagraphs (c) through (e) above, or has received reimbursement for such purpose without the prior written authorization of the grant officer, the grantee agrees to refund to AID the entire amount of the reimbursement.

H. Title to Property

Title to items purchased under this Grant shall vest in the Grantee.

PROGRAM DESCRIPTION

USAID/Brazil in collaboration with NAPA - National Association of the Partners of the Americas has developed several successful participant training programs in the US and in-country, in areas such as: AIDs prevention, Global Climate Change, and Drug Awareness for the last five years. For FY '92 it is expected to follow-up these strategies by developing the following training activities:

A. AIDS Prevention:

The strategy will be to focus on AIDS education programs for target audiences, primarily the business community. Two International seminars on "AIDS in the workplace" have been organized in the last three years, helping managers and health professionals be sensitized about the problem in their companies.

In addition, last year, a three week US visitational program was developed which provided Brazilian specialists an opportunity to observe AIDS prevention projects sponsored by federal and state governments as well as by the business sector (consortia) and non-governmental organizations.

For FY 92, it is expected that these programs will continue to help Brazilians raise their concern about the AIDS problem among the labor force, including another in-country International Conference regarding AIDS in the Workplace.

B. Awareness/Education/Prevention of Substance Abuse:

The drug problem has greatly increased in Brazil, both in terms of transiting of drug traffick and of introduction into the society. For example, according to a research made by CEBRID/Escola Paulista de Medicina the level of Drug use among primary and secondary school teenagers has reached 26.2% in 1989 (this is a 23.5% increase in two years). While the Brazilian government and society have not yet become sufficiently sensitized to the problem, there are now excellent opportunities to initiate collaboration among various Governmental and Non-Governmental Institutions in several states.

AID's involvement in this theme began with the 1st International Seminar on Drug Awareness and Prevention in Sao Paulo, April 1991, run by Partners of the Americas, which included the participation of over 150 health professionals country wide. The seminar emphasized the importance of integrative actions among the various participants.

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For FY 92, USAID/Brazil would like, as a following-on, to provide training through Partners of the Americas to a multidisciplinary group of Brazilian health professionals through a visit to the United States. The program would include observation of drug prevention programs developed on the federal, state and municipal levels as well as among private sector organizations, and technical training on issues related to development of social projects and communication skills. Given the evidence of penetration of drugs into the Brazilian primary and secondary school system, special attention will be given to American efforts at establishing drug free educational institutions and the methodology used to develop these programs.

C. Environmental Preservation (Global Climate Change):

An important, recent initiative of the GCC program in seeking to aggregate resources (USIS, AID, Fulbright Commission, Ford Foundation, Secretary of Science and Technology (CNPq), Ministry of Education (CAPES) and to build linkages between environmental professionals from academic, non-governmental and governmental institutions both within Brazil and between Brazil and the U.S. to improve access to environmental knowledge, particularly among institutions of higher education. To foster this objective, a seminar would be held in Brazil or the U.S., drawing together persons a) from leading environmental centers with the Interdisciplinary skills, from the Amazon region, particularly with a view to maximizing course work and field application with the Amazon and b) from U.S. universities as well as representatives of other sources of support for the proposed training. This event would tie in directly to preparations for this direction within Brazil (and possible offer training opportunities for other Amazon Basin countries with the U.S. and Brazil).

Rationale for changes: a) broaden target audience to include environmental professionals beyond those in purely academic institutions b) retain flexibility of seminar site to select option offering lowest cost and highest multiplier effect.

D. University Linkages:

This is a well established program for training in which Partners uses its linkages between Brazilian and American universities in partner states to draw forth competitively high quality candidates for training in AID/Brazil priority fields. Training is accomplished through short term faculty exchanges with AID funds supporting travel and the host institution providing virtually all other logistical and program support, AID/Brazil and Partners collaborate in the selection of candidates. The program has been running in the Partners' grants for several years and has been extremely valuable in generating a substantial number of

subsequent spin-off exchanges at no cost to AID. The \$61,000 for the FY'91 grant should permit between 30 and 40 faculty exchanges during the grant period. As a complement to the faculty exchanges a limited portion of the linkage funds may be used for longer term participant training.

Rationale for change: University linkages and participant training have always been distinctly different programs. The linkages have provided short term training opportunities with AID support in nearly all cases limited to international travel. Participant training, on the other hand, has involved training costs in the U.S with no support for international travel. Participant training is now covered by another contract currently being executed for AID/Brazil by the State University of New York. The Partners' university linkage program is much broader (involving well over 40 Brazilian and counterpart American universities) and is conducted at much lower cost per exchangee than the participant training program. The foregoing wording would permit us to retain the essential character of the linkages while occasionally utilizing joint private sector/AID funding for longer term training.

MANDATORY AND OPTIONAL STANDARD PROVISIONS
(Appendix 4C, AID Handbook 13)

The following Mandatory and Optional Standard Provisions for U.S., Non-Governmental Grantees in effect as of the effective date of this Grant are incorporated herein by reference with full force and effect as though fully set forth herein:

A. Mandatory Standard Provisions

- | | |
|--|------------------|
| 1. Allowable Costs | (November 1985) |
| 2. Accounting, Audit, and Records | (September 1990) |
| 3. Refunds | (September 1990) |
| 4. Revision of Grant Budget | (November 1985) |
| 5. Termination and Suspension | (May 1986) |
| 6. Disputes | (November 1989) |
| 7. Ineligible Countries | (May 1986) |
| 8. Debarment, Suspension and other
Responsibilities Matters | (March 1989) |
| 9. Nondiscrimination | (May 1986) |
| 10. U.S. Officials Not to Benefit | (November 1985) |
| 11. Nonliability | (November 1985) |
| 12. Amendment | (November 1985) |
| 13. Notices | (November 1985) |

B. Optional Standard Provisions

- | | |
|---|-----------------|
| 1. Payment - Letter of Credit | (November 1985) |
| 4. Air Travel and Transportation | (November 1985) |
| 6. Procurement of Goods and Services | (November 1985) |
| 7. AID Eligibility Rules for Goods and
Services | (November 1985) |
| 8. Subagreements | (November 1985) |
| 11. Publications | (November 1985) |
| 13. Negotiated Indirect Cost Rates -
Provisional | (May 1986) |
| 14. Regulations Governing Employees | (November 1985) |
| 15. Participant Training | (May 1986) |
| 20. Title to and Use of Property
(Grantee Title) | (November 1985) |
| 24. Use of Pouch Facilities | (November 1985) |
| 25. Conversion of U.S Dollars to Local
Currency | (November 1985) |

(GRANTNAP.A)

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AID 1350 I (3 87) *PIO/T AGENCY FOR INTERNATIONAL DEVELOPMENT PROJECT IMPLEMENTATION ORDER/TECHNICAL SERVICES	1. Cooperating Country BRAZIL	Page 1 of 7 Pages
	2. PIOT No. 512-0616-3-10015	<input checked="" type="checkbox"/> Original or Amendment No.
	4. Project/Activity No. and Title Intercountry Technology Transfer Brazil 598-0616.09	

DISTRIBUTION	5. Appropriation Symbol 72-1111021.5	6. Budget Plan Code LDRA-91-25512-KG12 (\$50,000.00) LDEA91-25512-KG12 (\$250,000.00)	
	7. Obligation Status <input checked="" type="checkbox"/> Administrative Reservation <input type="checkbox"/> Implementing Document	8. Project Assistance Completion Date (Mo., Day, Yr.) 9/30/92	
	9. Authorized Agent RCO/QUITO	10. This PIOT is in full conformance with PRO/AG No. _____ Date N/A	
	11a. Type of Action and Governing AID Handbook <input type="checkbox"/> AID Contract (HB 14) <input checked="" type="checkbox"/> AID Grant or Cooperative Agreement (HB 13) <input type="checkbox"/> PASA/RSSA (HB 12) <input type="checkbox"/> Other		11b. Contract/Grant/Cooperative Agreement/PASA/RSSA Reference Number (if this is an Amendment) N/A

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	(4) Total to Date
			300,000		300,000
	B. U.S. Owned Local Currency				

13. Mission References

14A. Instructions to Authorized Agent

The Contracting Officer is instructed to execute a Grant to the Partners of the Americas under the Intercountry Technology Transfer Project in the Amount indicated in block 12 to accomplish the statement of work in attachment 2. An illustrative budget is in attachment 1.

NAPA - National Association of the Partners of the Americas

HE (DRUGS) - \$50,000
 EFR - \$250,000

14B. Address of Voucher Paying Office
AID/W - FCMC

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 sound. <i>Howard B. Helman</i> Howard B. Helman, AID/BRAZIL	Phone No.	B. The statement of work or program description lies within the purview of the initiating office and approved agency programs. <i>Howard B. Helman</i> Howard B. Helman, AID/REP	Date
	Date 8/6/91		Date 8/6/91
C. Funds for the services requested are available. James Dunlap, RCO/QUITO	FAX No: 53/91	D. Funds for the services requested are available. Paul Kramer, RCO/Lima, Peru	Date
	Date		Date 8/23/91

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 <i>John Pfelemeister</i> JOHN PFELEMEISTER Date 8/27/91
Title _____	Title USAID/REPRESENTATIVE-BRAZIL

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