

Agency for International Development  
Washington, D.C. 20523

PD-ABG-248  
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~~SECRET~~

AUG 27 1990

Mr. Peter Reiling  
Director (R&PA)  
Technoserve, Inc.  
148 East Avenue  
Norwalk, CT 06851

SUBJECT: Grant No. OTR-0230-G-00-0114-00

Dear Mr. Reiling:

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 provides to Technoserve, Inc. (hereinafter referred to as "Technoserve" or "Grantee") the sum of \$198,000 to provide support for the Grantee's program under A.I.D.'s Biden-Pell Grant Program as more fully described in Enclosure 2, of this Grant 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 from the period August 31, 1990 through the estimated completion date of August 31, 1993.

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

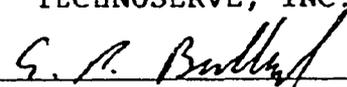
Please acknowledge receipt of this Grant by signing all copies of this Cover Letter, retaining one set for your files, and returning the remaining copies to the undersigned.

Sincerely,

  
Carolyn R. Eldridge  
Grant Officer  
Management Services Branch  
Office of Procurement

Enclosures: 1. Schedule  
2. Program Description  
3. Standard Provisions

ACCEPTED BY: TECHNOSERVE, INC.

  
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TYPED NAME: Edward P. Bullard  
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TITLE: President  
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DATE: Sept. 14, 1990  
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FISCAL DATA

PIO/T:	0381416
Appropriation No.:	72-1101021.3
Budget Plan Code:	EDNA-90 13800 KG11
Allotment No.:	043-38-099-00-69-01
This Obligation:	\$80,600
Total Estimated Grant Amount:	\$198,000
Period of Grant:	8/31/90 to 8/31/93
Technical Office:	FVA/PVC/POS
DUNS NO.:	07-214-6293
TIN NO.:	13-2626135
DOC #	#60840



ENCLOSURE 1

SCHEDULE

A. Purpose of Grant

The purpose of this Grant is to assist the Grantee to research, write and disseminate teaching-case studies based on 20 years of field work in small-enterprise development in the developing world. This is more specifically described in Enclosure 2 to this Grant entitled "Program Description." The Grantee's proposal entitled "Technoserve Teaching Case Program," dated April 9, 1990 is hereby incorporated by reference. In the event of an inconsistency between the Grantee's proposal, the program description, and this schedule; the schedule and then the program description shall take precedence.

B. Period of Grant

1. The period of this Grant is August 31, 1990 through August 31, 1993.

2. Funds obligated hereunder are available for the period 8/31/90 through 8/31/91. In the event there are funds remaining after this date, the Grantee is authorized to utilize them for the purposes of the Grant as long as they are used within the period shown in B.1 above.

C. Amount of Grant and Payment

1. The total estimated amount of this Grant is \$198,000.

2. A.I.D. hereby obligates the amount of \$80,600 for the purposes of this Grant for the period cited in paragraph B.2 above and shown in the budget below.

3. Payment shall be made to the Grantee in accordance with procedures set forth in Enclosure 3 - Standard Provision, entitled "Payment - Letter of Credit."

4. Additional funds up to the total amount of the Grant shown in C.1 above may be obligated by A.I.D. subject to the availability of funds, program priorities at the time, and the requirements of the Mandatory Standard Provision of this Grant entitled "Revision of Grant Budget."

D. Budget

The last page of this Schedule (Enclosure 1a) is the Budget for this grant. The Grantee may not exceed the total estimated amount or the obligated amount, whichever is less (see Part C above).

Notes To Budget

1. Flexibility: The Grantee is allowed 5% flexibility among line items in the budget.

2. If this award was made on the basis that the Grantee has offered to cost share, the Grantee is required to notify the Grant Officer of any changes in the amount to be cost shared by the Grantee in accordance with the Standard Provision entitled "Revisions to Grant Budget." Such a change may impact on future funding decisions under this Grant.

E. Reporting Requirements

1. The Grantee will prepare and submit to the A.I.D. Project Officer annual reports not later than 90 days prior to each anniversary date of the grant. Reports will reflect progress made in achieving goals and objectives as specified in the Program Description and workplan.

Specifically, these reports should include:

a. A narrative description of the work undertaken during the grant period which compares actual accomplishment to the goals and objectives established in the original grant agreement.

b. A revised workplan, if necessary, with justification of proposed changes.

c. A list of scheduled activities which have occurred or are planned in the near term.

d. Two copies of any materials which have been produced under this grant (i.e., brochures, curriculum guides, fact sheets, etc.) and one copy of any visual aids (i.e., slide tape presentations, videos, etc.).

e. A detailed pipeline analysis of financial expenditures for the grant period which identifies disbursements by expense category.

2. A final report/evaluation will be submitted not later than 30 days after the expiration date of the grant and shall include a summary analysis of project activity and statement of lessons learned. The final evaluation should also include an assessment of the overall impact of the project on: the target audience, the grantee's own institution and other pertinent groups.

Further guidance on the content and preparation of these reports will be provided by the A.I.D. Project Officer.

## 2. Financial Reporting

a. Financial reporting requirements shall be in accordance with the method of payment Standard Provision cited in Paragraph C above.

b. The original and two copies of all financial reports shall be submitted to A.I.D., Office of Financial Management, Program Accounting and Finance Division, Cash Management and Payment Division, (PFM/FM/CMP) Room 700, SA-2, Washington, D.C. 20523. In addition, one copy of all financial reports shall be submitted to the Technical Office specified in the Cover Letter of this Grant.

## G. Indirect Cost Rates

Pursuant to the Optional Standard Provision 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:

TYPE OF RATE: Provisional

RATE: 19.8%

BASE: total cost input

PERIOD: 1/1/89 Until Amended

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**BIDEN-PELL GRANT BUDGET FORMAT**

**TECHNOSERVE, INC.**

OTR-0230-G-00-0114-00

<u>Cost Element</u>	FR: 8/31/90 TO: 8/31/91		FR: 9/1/91 TO: 8/31/93		Total Share FR: 8/31/90 TO: 8/31/93		<u>Total Amount</u>
	<u>A.I.D.</u>	<u>Recipient</u>	<u>A.I.D.</u>	<u>Recipient</u>	<u>A.I.D.</u>	<u>Recipient</u>	
Program Costs	\$62,800	\$46,600	\$88,950	\$118,650	\$151,750	\$165,250	\$317,000
Indirect Costs	13,300	9,200	19,450	23,550	32,750	32,750	65,500
Procurement	- 0 -	- 0 -	- 0 -	- 0 -	- 0 -	- 0 -	- 0 -
Evaluation	4,500	- 0 -	9,000	- 0 -	13,500	- 0 -	13,500
<b>Total Amount:</b>	<b>\$80,000</b>	<b>\$55,800</b>	<b>\$117,400</b>	<b>\$118,650</b>	<b>\$198,000</b>	<b>\$198,000</b>	<b>\$396,000</b>

6.

ENCLOSURE 1A

### Program Description

TechnoServe is an international non-profit organization, registered as a PVO with A.I.D., providing management training and technical assistance to community-owned and operated agricultural enterprises throughout Africa and Latin America since 1968. Based in Norwalk, Connecticut, the organization has field offices in thirteen countries and a worldwide staff of nearly 200 people.

Instituted in 1984 as part of the headquarters operation, TechnoServe's Replication and Policy Analysis (R&PA) Department exercises special responsibility for analyzing and evaluating the "lessons learned" in the development field.

TechnoServe will research, write and disseminate teaching-case studies based on its more than 20 years of field work in small-enterprise development in the developing world. Sixteen teaching case studies will be produced. The case studies will present a wide mix of development topics. The case studies will also be suitable to become tools for encouraging discussion on the root causes of poverty and hunger to development educators at large. Through these teaching case studies, TechnoServe will introduce the developing world to students in courses not usually associated with development issues. TechnoServe will conduct seminars and workshops in the use of their teaching case study methodology.

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