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AGENCY FOR INTERNATIONAL DEVELOPMENT
WASHINGTON, D.C. 20523

September 30, 1985

Ms. Lynn Fontana
Director, Education Activities
Greater Washington Educational Telecommunications Assoc., Inc.
Box 2626
Washington, D.C. 20013

SUBJECT: GRANT No. PDC-0230-G-SS-5128-00
A Teacher/Student Viewing Guide for the
Global Links Television Series

Dear Ms. Fontana:

Pursuant to the authority contained in the Foreign Assistance Act of 1961, as amended, the Agency for International Development (hereinafter referred to as "AID" or "Grantor") hereby grants to Greater Washington Educational Telecommunications Association, Inc. (hereby referred to as "WETA" or "Grantee"), the sum of \$65,583 to partially support your "Global Links Development Education Program" as described in Attachment 1, entitled "Schedule", and Attachment 2, entitled "Program Description". This support is provided under AID's "Development Education Program."

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 estimated period beginning September 30, 1985 and ending September 29, 1986.

This grant is made to the Grantee on condition that the funds will be administered in accordance with the terms and conditions set forth in the Schedule; the Program Description; Attachment 3, entitled "Index of Standard Provisions"; and Attachment 4, entitled "Alterations in Grant."

B

Please sign and return the original and six (6) copies of this letter to acknowledge your receipt of the grant.

Sincerely yours,

Jean Hacken
Jean Hacken
Grant Officer
Office of Contract Management

Attachments:

- 1. Schedule
- 2. Program Description
- 3. Index of Standard Provisions
- 4. Alterations in Grant

ACKNOWLEDGED:

Greater Washington Educational Telecommunications Assoc., Inc.

BY: *Michael Cunningham*

TITLE: *Sr. VP of Finance*

DATE: *10/31/85*

Fiscal Data

Project No.: 938-0230
 Obligation No.: 938-0230-5384216
 Budget Plan Code: EDAA 85-13800-AG11
 Appropriation Symbol: 72-1151021.3
 Allotment Symbol: 543-38-099-00-69-51
 Total Estimated Amount: \$134,545
 Obligated This Action: \$65,583
 Project Officer: Elizabeth Hogan, FVA/PVC
 DUNS No.: 00-585-4849

FUNDS AVAILABLE
o/c 4190
 SEP 30 1985
R. Hendon
 Program Acctg. Division
 OFFICE OF FINANCIAL MANAGEMENT

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SCHEDULE

A. Purpose of Grant

The purpose of this grant is to provide partial support to Grantee's "Global Links Television Series Program" as more specifically described in Attachment 2.

B. Period of Grant

1. The effective date of this grant is the date of the cover letter. The estimated expiration date of this grant is March 31, 1987.
2. Funds obligated hereunder are available for program expenditures for the estimated period September 30, 1985 to September 29, 1986.

C. Amount of Grant and Payment

1. The total estimated amount of this grant for the period shown in B.1., above, is \$134,545.
2. AID hereby obligates the amount of \$65,583 for program expenditures during the period set forth in B.2., above, and as shown in the Financial Plan, below.
3. Additional funds up to the total amount of the grant shown in C.1., above, may be obligated by AID subject to the availability of funds, and to the requirement of the Standard Provision of the grant entitled "Revisions of Financial Plans."
4. Payment shall be made to Grantee in accordance with procedures set forth in Attachment 3 - Standard Provision No. 7B, entitled "Payment-Periodic Advances."
5. Documentation required by the payment provision noted above shall be submitted to:

Agency for International Development
M/FM/PAFD
Room 623, SA-12
Washington, D.C. 20523

D. Financial Plan

The following is the Financial Plan for the grant .
Revisions to this Plan shall be made in accordance with Standard Provision No. 6 of the grant, entitled "Revision of Financial Plans".

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<u>Cost Element</u>	Obligated Amount	Estimated Additional	Total Estimated
	<u>9/30/85- 9/29/86</u>	<u>9/30/86- 3/31/87</u>	<u>9/30/85- 3/31/87</u>
Salaries & Benefits	\$ 33,145	\$ 17,290	\$ 50,435
Consultants	11,330	2,730	14,060
Travel	9,150	7,885	17,035
Other Costs	800	29,325	30,125
Indirect Cost	11,158	11,732	22,890
Total	\$ 65,583	\$ 68,962	\$134,545

E. Reporting and Evaluation

1. The Grantee will prepare and submit to the project officer semiannual program reports and a final report/evaluation. Reports will reflect progress made in achieving the stated goals and objectives as specified in the Program Description.

Semiannual reports will include:

- A narrative description of the work undertaken during that sixmonth period, illustrating successes and shortcomings of the project as originally designed and an updated workplan if necessary.
- A list of materials produced or collected for use in the course of the project.
- A detailed financial expenditure report of A.I.D. funds, identifying disbursements by program activity.

Further guidance on the content and preparation of these reports will be furnished by the project officer.

The semiannual progress reports will be submitted within 30 days following each semiannual period. A final report/evaluation, to be submitted within 90 days after the expiration of this grant, will include a detailed analysis of accomplishments, activities and financial expenditures for the grant.

2. One copy of the final report shall be submitted to the Grant Officer whose address appears on the grant cover letter.

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3. Prior to the required final performance reporting date, events may occur that have significant impact upon the project. In such instances, the Grantee shall inform the Grant Officer as soon as the following types of conditions become known:
 - a. 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 project work activities by the established time period. This disclosure shall be accompanied by a statement of the action taken, or contemplated, and any assistance needed to resolve the situation.
 - b. Favorable developments or events that enable time schedules to be met sooner than anticipated or more work activities to be performed than originally projected.
4. The Financial Status Report (SF-269) is required on a quarterly basis and will be submitted within 30 days following each quarterly period. A final SF-269 will be submitted as an attachment to the final program report as discussed above.
5. The Federal Cash Management Report (SF-272) shall be submitted on a quarterly basis to the AID Controller at the following address:

Agency for International Development
M/FM/PAFD
Room 623, SA-12
Washington, D.C. 20523

6. AID Project Officer:

Elizabeth Hogan
FVA/PVC, Room 239, SA-8
Agency for International Development
Washington, D.C. 20523

F. Special Provisions

1. The following Standard Provisions are not applicable to this grant and are hereby deleted:
 - a. 5A - Negotiated Overhead Rates - Pre-determined,
 - b. 7A - Payment - Letter of Credit,

- c. 7C - Payment - Reimbursement,
- d. 10B - Procurement of Goods and Services Over \$250,000,
- e. 13B - Title to and Use of Property (U.S. Government Title),
- f. 13C - Title to and Use of Property (Cooperating Country Title).

2. Grantee shall not be advanced nor reimbursed for indirect cost until such time as a current provisional or final indirect cost rate(s) for periods covered by this grant is negotiated with the responsible federal agency (currently, the National Endowment for the Humanities).

G. Overhead Rate

Pursuant to grant Standard Provision No. 5B, entitled "Non-Profit Organizations Other Than Educational Institutions" the following overhead rate is established:

<u>Type</u>	<u>Rate</u>	<u>Base</u>	<u>Period</u>
Overhead	20.5%	Total direct cost less aquisition costs.	9/30/85 until amended

Note: See Special Provision No. 2 for limitations on billing indirect cost.

H. Closeout Procedures

This section prescribes uniform closeout procedures for this grant.

- 1. The following definitions shall apply for the purpose of this section:
 - a. Closeout. The closeout of a grant or agreement is the process by which AID determines that all applicable administrative actions and all required work of the grant or agreement have been completed by the recipient and AID.
 - b. Date of Completion. The date of completion is the date on which all work under the grant is completed, or the date on the award document or any supplement or amendment thereto on which AID sponsorship ends, whichever comes first.
 - c. Disallowed costs. Disallowed costs are those charges to a grant or agreement that AID or its representative determines to be unallowable in

accordance with the applicable Federal cost principles or other conditions contained in the grant or agreement.

2. AID closeout procedures include the following requirements:
 - a. Upon request, AID shall make prompt payments to a recipient for allowable reimbursable costs under the grant or agreement being closed out.
 - b. The recipient shall immediately refund any balance of unobligated (unencumbered) cash that AID has advanced or paid and that is not authorized to be retained by the recipient for use in other grants or agreements.
 - c. AID shall obtain from the recipient within 90 calendar days after the date of completion of the grant or agreement all financial, performance, and other reports required as the condition of the grant or agreement. AID may grant extensions when requested by the recipient.
 - d. The recipient shall account for any property acquired with AID funds, or received from the Government in accordance with the provisions of OMB Circular A-110, Attachment K, entitled "Property Management Standards."
 - e. In the event a final audit has not been performed prior to the closeout of the grant or agreement, AID shall retain the right to recover an appropriate amount after fully considering the recommendations on questioned costs resulting from the final audit.

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PROGRAM DESCRIPTION

WETA-TV is non-commercial public broadcasting station in Washington D.C. . It is part of the Public Broadcasting system, which has 300 television station in 49 states, Puerto Rico, the Virgin Islands, Guam and Somoa. Of these, 150 are part of the Instructional Television system (ITV). WETA has produced and distributed through this network such programs as Jumpstreet (a 13 part series), Spaces (a 6 part series), Television from the Developing World and Third World Reports. It is currently producing a documentary series with the BBC called the Africans. Past educational productions from WETA have had wide impact and continuing use among ITV affiliates.

The Global Links Development Education Project proposed by WETA-TV aims to develop a teacher/student viewing guide to accompany the GLOBAL LINKS television series on international development currently being co-produced by WETA-TV and the World Bank. The project will distribute 15,000 guides to secondary school social studies teachers, university international relations professors and selected PVOs. The primary means of distribution will be through the ITV (Instructional Television) network of the PBS system, of which WETA is a member station, and through direct mailings to instructors and librarians who will be identified by the National Council for the Social Studies (NCSS) and the American Political Science Association (APSA). Additionally, the project will conduct workshops at regional conferences of the NCSS, the APSA and the ITV to train teachers in the use of the guide and the videocassete series in the classroom. Private voluntary organizations will be involved in the project, working as advisors and consultants during the development and distribution phases of the guide. Where possible, they will also be involved in the workshops.

By the end of the 18-month project, the following goals will have been achieved:

- development of a teacher student viewing guide for the GLOBAL LINKS television series;
- distribution of 15,000 guides to secondary school social studies teachers, college professors and PVOs;
- training of approximately 500 instructors in the use of the guide;
- development of a working relationship between the instructional television system, the NCSS, ASPA and selected private voluntary organizations.

PROJECT MONTHS

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18

(c) Attendance at workshops (13)

x-----x

(d) Distribution of training materials

x-----x

GOAL: Distribution of Guide

OBJECTIVES:

(a) Guide promotion through articles, flyers, workshop attendance and series promotion

(b) Initial mailing of guide to ITV representatives

x

(c) Mailing of guides directly to schools

x

(d) Distribution of guides to PVO's

x

(e) Distribution of guides at training workshops

x-----x

(f) Guide continue to be distributed upon request

x--

GOAL: Foster a working relationship between PVO's, PBS' instructional television (ITV), the NCSS and the ASPA

OBJECTIVES:

(a) Convening of advisory board with all groups represented

x-----x-----x

(b) Assembling of consulting team with all groups represented

x----x

(c) Arranging for representatives of PVO organizations to participate in workshops

x-----x



(d) Including references to PVO's
guide as a resource for
information of development
education

PROJECT MONTHS
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18

x

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