

PD ABC 322  
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AGENCY FOR INTERNATIONAL DEVELOPMENT  
WASHINGTON, D.C. 20523

Alden R. Hickman  
Executive Director  
Heifer Project International  
PO Box 808  
825 West Third St.  
Little Rock, AR 72230

SEP 29 1986

OCT 13 1986

Subject: Grant No.: PDC-0230-G-SS-6206-00

Dear Mr. Hickman:

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 Heifer Project International (hereinafter referred to as "HPI" or "Grantee") the sum of \$34,299 to provide support for a program in development education as more fully described in the Attachment 1 of this grant entitled Schedule and the Attachment 2, entitled Program Description.

This grant is effective and obligation is made as of September 30, 1986 and shall apply to commitments made by the Grantee in furtherance of program objectives through the estimated completion date of September 29, 1989. Funds disbursed by AID but uncommitted by the Grantee at the expiration of this period shall be refunded to A.I.D.

The total estimated amount of A.I.D.'s contribution to the program is \$191,255, of which \$34,299 is hereby obligated. AID shall not be liable for reimbursing the Grantee for any costs in excess of the obligated amount. However, subject to the availability of funds, and program priorities at the time, AID may provide additional funds during the grant period up to a maximum of \$156,956. It is anticipated that the obligated amount will be sufficient through February 28, 1987.

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 Attachment 1, the Schedule, Attachment 2, the Program Description, and Attachment 3, the Standard Provisions, which have been agreed to by your organization.

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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, being sure to return all copies marked "Funds Available".

Sincerely yours,



Jean M. Hacken  
Grant Officer  
Central Operations Branch  
Office of Procurement

Attachments:

1. Schedule
2. Program Description
3. Standard Provisions

ACKNOWLEDGED:

Heifer Project International

BY: 

TYPED NAME: Aiden R. Hickman

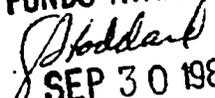
TITLE: Executive Director

DATE: October 14, 1986

FISCAL DATA

- PIO/T.: 6381366 A1
1. Appropriation No.: 72-1161021.3  
Budget Plan Code: EDAA 86 13800 AG 11  
Allotment No: 643-38-099-00-69-61  
This Obligation: \$34,299  
Total Estimated Amount: \$191,255  
Total Obligated Amount: \$34,299  
Technical Office: FVA/PVC  
DUNS No.: 077399780

**FUNDS AVAILABLE**

  
**SEP 30 1986**

ok4190  
Program Acctg Fin Division  
Office of Financial Management

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SCHEDULEA. Purpose of Grant

The purpose of this grant is to provide support for a program in development education as more specifically described in Attachment 2 to this grant entitled "Program Description."

B. Period of Grant

1. The effective date of this grant is September 30, 1986 and estimated completion date is September 29, 1989.

2. Funds obligated hereunder are available for program expenditures for the estimated period September 30, 1986 to February 28, 1987 as shown in the Grant Budget below.

C. Amount of Grant and Payment

1. The total estimated amount of this grant for the period shown in B.1. above is \$191,255, which shall apply to a total estimated program cost of \$720,000.

2. AID hereby obligates the amount \$34,299 for program expenditures during the period set forth in B.2. above and as shown in the Grant Budget below.

3. Payment shall be made to the Grantee in accordance with procedures set forth in Attachment 3 - Optional 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 AID subject to the availability of funds, program priorities at the time, and the requirements of the Mandatory Standard Provision of this Agreement, entitled "Revision of Grant Budget."

D. Grant Budget

1. The following 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). Except as specified in the Mandatory Standard Provision of this grant entitled "Revision of Grant Budget", as shown in Attachment 3, the Grantee may adjust line item amounts within the grand total as may be reasonably necessary for the attainment of program objectives.

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<u>CATEGORY</u>	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Total</u>
Personnel	\$33,030	\$33,030	\$45,430	\$111,490
Curriculum Devel. & Production	17,000	-0-	-0-	17,000
Evaluation	12,000	8,000	7,000	27,000
Indirect Cost	14,269	9,437	12,059	35,765
Totals	\$76,299	\$50,467	\$64,489	\$191,255*

\*AID Amount. This is not a cost sharing grant but it is noted that AID's grant supports a program for which the total cost is estimated to be approximately \$720,000. HPI shall provide all funds required in excess of the Budget shown above.

E. Reporting

1. Financial Reporting

a. Financial reporting requirements shall be in accordance with the Optional 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 (FM/PAFD), Washington, D.C. 20523. In addition, three copies of all financial reports shall be submitted to the Technical Office specified in the Cover Letter of this grant.

2. Program Performance Reporting

a. The Grantee shall submit semiannual program performance reports, and a final report, which briefly present the following information:

(1) A comparison of actual accomplishments with the goals established for the period, the findings of the investigator, or both. If the output of programs or projects can be readily quantified, such quantitative data should be related to cost data for computation of unit costs.

(2) Reasons why established goals were not met.

(3) Other pertinent information including, when appropriate, analysis and explanation of cost overruns or high unit costs.

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b. 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:

(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 project work units by established time periods. This disclosure shall be accompanied by a statement of the action taken, or contemplated, and any AID assistance needed to resolve the situation.

(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.

c. 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 Grant Budget", the Grantee shall submit a request for budget revision.

d. Five copies of each program performance report shall be submitted to the Technical Office specified in the Cover Letter of this grant.

F. 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.

<u>Type</u>	<u>Rate</u>	<u>Base</u>	<u>Period</u>
Overhead	23%	Total direct costs excluding capital expenditures and major subcontracts or grants	9/30/85 until amended

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G. Title to all property purchased under this grant shall be vested in Grantee .

H. Close-Out Procedures

This section prescribes uniform closeout procedures for this grant.

1. The following definitions shall apply for the purposes of this section:

a. Closeout: The closeout of a grant is the process by which AID determines that all applicable administrative actions and all required work of the grant have been completed by the grantee and AID.

b. Date of Completion: The date of completion is the date on which all work under grants is completed or the date on the award document, or any supplement or amendment thereto, on which AID sponsorship ends.

c. Disallowed Costs: Disallowed costs are those charges to a grant that AID or its representative determines to be unallowable in accordance with the applicable Federal cost principles or other conditions contained in the grant.

2. AID closeout procedures include the following requirements:

a. Upon request, AID shall make prompt payments to a grantee for allowable reimbursable costs under the grant being closed out.

b. The grantee shall immediately refunded any balance or unobligated (unencumbered) cash that AID has advanced or paid and that is not authorized to be retained by the grantee for use in other grants or agreements.

c. AID shall obtain from the grantee within 90 calendar days after the grant all financial, performance, and other reports required as a condition of the grant. AID may grant extensions when requested by the grantee.

d. The grantee shall account for any property acquired with AID funds or received from the Government in accordance with Attachment N of OMB Circular A-110 entitled "Property Management Standards".

e. In the event a final audit has not been performed prior to the closeout of the grant, AID shall retain the right to recover an appropriate amount after fully considering the recommendations on questioned costs resulting from the final audit.

I. Special Provisions

1. For the purposes of this grant, references to "OMB Circular A-122" [A-21 for educational institutions] in the Standard Provisions of this grant shall include the AID implementation of such Circular, as set forth in subpart 731.7 [731.3 for educational institutions] of the AID Acquisition Regulations (AIDAR) (41 CFR Chapter 7).

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PROGRAM DESCRIPTION

Heifer Project International (HPI) proposes to take advantage of an immediate opportunity to introduce development education into the Arkansas public school system and to simultaneously tap its strong volunteer base in other states with a livestock-oriented development education message.

In Arkansas, the State Legislature has mandated every school district to offer courses in global education by 1987. HPI is now working closely with the Arkansas Department of Education on the planning aspects of this, and through the Biden-Pell project, will be directly involved in the presentation of development education in that state.

Besides capitalizing on the unique situation in Arkansas, HPI will expand its current 1500-member volunteer base by involving HPI's 17 associate member organizations in the project such as the American Association of Retired People (AARP). Qualified volunteers from AARP and the other associate organizations will be trained at one of HPI's nine regional centers and their work will be assigned and coordinated by an HPI staff member.

Specific activities under this project will include:

- hiring a development education director at HPI;
- developing curriculum goals and outlines at a two or three day curriculum design conference at HPI's International Learning and Livestock Center (ILLC);
- convening a three or four day writers' workshop at the ILLC to assign specific tasks for the production of the curriculum and audiovisual materials and to insure consistency of format and thematic elements;
- actual production of the specified materials in accordance with the guidelines established at the writers' workshop and the curriculum conference;
- training of 20 volunteer and relevant HPI staff instructors at the ILLC in Little Rock, AK, and at the HPI Regional Center in Rutland, MA;
- delivery of 15 presentations per volunteer within a year of their training; and
- maintaining volunteer commitment and enthusiasm by involving volunteer instructors in HPI's annual Program Conference.

HPI will conduct program evaluation as more fully described in their proposal, as revised March 17, 1986, which is incorporated herein by reference.

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