



U.S. AGENCY FOR
INTERNATIONAL
DEVELOPMENT

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02-17

- PD-ABC-842
ISA 24144

SEP 17 1992

Mr. Victor Medina
Director
Office of Research Administration and Advancement
University of Maryland at College Park
Morrill Hall
College Park, Maryland

Subject: Grant Number CCS-0008-G-00-2072-00

Dear Mr. Medina:

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 University of Maryland at College Park (hereinafter referred to as "UM" or "Grantee") the sum of \$79,960 (Seventy-Nine Thousand, Nine Hundred and Sixty Dollars) to provide financial support for the program described in Attachment 2 of this Grant entitled "Program Description."

This Grant is effective as of the date of this letter and funds obligated hereunder shall be used to reimburse the Grantee for allowable program expenditures for the period September 18, 1992 to September 19, 1993.

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

Please acknowledge receipt and acceptance of this Grant by signing all copies of this cover letter, retaining one complete copy of the cover letter and grant for your files, and returning the remaining copies of the cover letter and grant to the undersigned.

Sincerely yours,



J. J. Kryschtal
Grant Officer
OP/C/N Branch
Office of Procurement

Attachments:

1. Schedule
2. Program Description
3. Standard Provisions
4. Grantee's Proposal

ACKNOWLEDGED: UNIVERSITY OF MARYLAND AT COLLEGE PARK



TYPED (OR PRINTED) NAME: Victor Medina
Director
TITLE: Research Administration
and Advancement
DATE: 9/28/92

FISCAL DATA

PIO/T Number:	110-0008-3-2662804
Appropriation:	72-112/31037
Budget Plan Code:	WES2-92-36110-KG12 (270-68-00-110-69-21)
Total Estimated Grant Amount	\$79,960
Amount Obligated	\$79,960
A.I.D. Project Office:	PRE/H, Sean Walsh, Room 401, SA-2, Washington, DC 20523-0214
Tax I.D. No.:	152-0710851-A1
CEC No.:	00-325-6088
LOC No.:	72-00-1533
0301s	

ATTACHMENT 1SCHEDULE**A. PURPOSE OF GRANT**

The purpose of this Grant is to familiarize New Independent State (NIS) professionals from the housing and housing-related fields with the operation of market-based housing systems. This will be done through U.S. based training over a period of four weeks. This is more specifically described in Attachment 2 to this Grant entitled "Program Description."

B. PERIOD OF GRANT

The effective date of this Grant is September 18, 1992. The expiration date of this Grant is September 19, 1993.

C. AMOUNT OF GRANT AND PAYMENT

C.1 A.I.D. hereby obligates the amount of \$79,960 for purposes of this Grant.

C.2 Payment shall be made to the Grantee in accordance with procedures set forth in the Standard Provision of this Grant entitled "Payment - Letter of Credit," as shown in Attachment 3.

D. GRANT BUDGET

D.1 The following is the Grant budget, including local cost financing items, if authorized. Except as specified in the Standard Provision of this Grant entitled "Revision of Grant Budget," as shown in Attachment 3, the Grantee may adjust line item amounts as may be reasonably necessary for the attainment of program objectives. The Grantee may not exceed the total estimated amount of this Grant.

D.2

Budget

<u>Cost Element</u>	<u>Total</u>
General Program Costs	\$ 5,643
Participant Program Costs	-0-
Administrative Costs	50,902
Indirect Costs	<u>23,415</u>
TOTAL A.I.D. CONTRIBUTION	\$ 79,960
USIA CONTRIBUTION	<u>\$186,665</u>
TOTAL PROGRAM COSTS	\$266,625

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

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

E. REPORTING

E.1 Financial Reporting

E.1(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.

E.1(b) All financial reports shall be submitted to A.I.D., Office of Financial Management, FA/FM/CMP/DC, Room 700 SA-2, Washington, D.C. 20523-0209. In addition, one copy of all financial reports shall be submitted to the A.I.D. Project Office with submission of the Technical Reports (See Section E.2 below).

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

E.2 Special Reports - Between the required program performance reporting dates, events may occur that have significant impact upon the program. In such instances, the Grantee shall inform the A.I.D. Project Officer 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 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.

- Favorable developments or events that enable time schedules to be met sooner than anticipated or more work units to be produced than originally projected.

- 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 to the Grant Officer and the A.I.D. Project Officer specified in the Cover Letter of this Grant.

E.3 Final Report - At the conclusion of this program, the Grantee will submit a final report providing the following information: a description of program activities, a comparison of actual accomplishments with the goals established for the program, a list of the names of the participants, address, and professional background/title, and copies of any training manuals, brochures, or publications associated with the training sessions. The Grantee shall submit to the A.I.D. Project Office specified in the cover letter of this Grant five (5) copies of the final report. Two copies of the final report shall be submitted to A.I.D., PPC/CDIE/DI, Washington, DC 20523-1802.

F. TITLE TO PROPERTY - Title to property acquired hereunder shall vest in the Grantee, subject to the requirements of the Standard Provision of this Grant 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 I below.

G. PROCUREMENT AND (SUB)CONTRACTING

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

G.2 Requirements - The Grantee shall comply with paragraph (b)(1) of the Standard Provision of this Grant entitled "AID Eligibility Rules for Goods and Services," concerning total procurement value of less than \$250,000 under this Grant. If the Grantee procures goods or services from cooperating country sources, the Standard Provision of this Grant entitled "Local Cost Financing" shall also apply.

However, the paragraph 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 "Local Cost Financing" provision which must be specifically approved by the Grant Officer; or to paragraph (d) of said Standard Provision pertaining to transportation, to which the Standard Provisions entitled "Air Travel and Transportation" and "Ocean Shipment of Goods" apply. Paragraph (b)(2) of the Standard Provision entitled "AID Eligibility Rules for Goods and Services" does not apply.

G.3 Approvals - Inclusion of costs in the budget of this Grant 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 Grant Officer, nor any other terms and conditions of this Grant, unless specifically stated in Section I below.

H. INDIRECT COST RATES - Pursuant to the Standard Provisions of this Grant entitled "Negotiated Indirect Cost Rates - Predetermined" and "Negotiated Indirect Cost Rates - Provisional," a provisional indirect cost rate or rates shall be established for each of the Grantee's accounting periods which apply to this Grant. For the period of this Grant, a final indirect cost rate will be used. The rate is as follows:

<u>Type</u>	<u>Rate</u>	<u>Base</u>
Indirect Cost Rate	45.8%	On-Campus, All Programs

Period

Period of this Grant only.

I. SPECIAL PROVISIONS

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

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

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I.1(b) Consultant Fees - Compensation for consultants retained by the Grantee hereunder shall not exceed, without specific approval of the rate by the Grant 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.

I.2 Publications

I.2(a) The Grantee 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.

I.2(b) In the case of publication of any of the reports described in Section E above, 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 Grantee 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.

I.2(c) If A.I.D. does not choose to disclaim endorsement or dissociate itself from sponsorship or publication, the Grantee shall, in accordance with the Standard Provision of this Grant entitled "Publications," acknowledge A.I.D. support as follows:

"This publication was made possible through support provided by the Office of Housing and Urban Programs, U.S. Agency for International Development, under Grant Number CCS-0008-G-00-2072-00."

I.2(d) In addition to providing one copy of all published works and lists of other written work produced under this Grant to the A.I.D. Project Officer, as required by paragraph (b) of the Standard Provision of this Grant entitled "Publications," the Grantee shall also provide two copies of such publications and lists to A.I.D., PPC/CDIE/DI, Washington, D.C. 20523-1802.

I.3 Equipment Purchases

I.3(a) Requirement for Prior Approval - Pursuant to Sections D and G above and the Standard Provisions of this Grant entitled "Allowable Costs" and "Revision of Grant Budget," and by extension, Section 13 of Attachment B of OMB Circular A-122, the Grantee must obtain A.I.D. Grant Officer approval for purchases of the following:

I.3(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).

I.3(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).

I.3(b) Approvals - In furtherance of the foregoing, the Grant 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 Grant, whichever is less (see Section C above):

Not Applicable

I.3(c) Compliance with A.I.D. Eligibility Rules - Any approvals provided in Section I.4(b) above or subsequently provided by the Grant Officer shall not serve to waive the A.I.D. eligibility rules described in Section G above, unless specifically stated.

I.4 Restricted Goods - Pursuant to Section G above, paragraph (a)(3) of the Standard Provisions of this Grant entitled "AID Eligibility Rules for Goods and Services," and, if applicable, paragraph (e) of the Standard Provision of this Grant entitled "Local Cost Financing," the Grant Officer's approval is required for purchase of the restricted goods described therein. In furtherance thereof, the Grant Officer does hereby provide such approval to the extent set forth below. The Grant Officer's approval is required for purchases of such restricted goods if all of the conditions set forth below are not met by the Grantee. Any approval provided below or subsequently provided by the Grant Officer shall not serve to waive any terms and conditions of this Grant unless specifically stated.

I.4(a) Agricultural Commodities - Agricultural commodities may be purchased provided that they are of U.S. source (generally, the country from which the commodities are shipped) and origin (generally, the country in which the commodities are mined, grown, or produced) and purchased from a U.S. supplier, except that wheat, rice, corn, soybeans, sorghums, flour, meal, beans, peas, tobacco, hides and skins, cotton, vegetable oils, and animal fats and oils cannot be purchased under any circumstances without the prior written approval of the Grant Officer.

I.4(b) Motor Vehicles - Motor vehicles, if approved for purchase under Section I.3(b) above or subsequently approved by the Grant 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 G.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.

I.4.(c) Used Equipment - Used equipment may only be purchased with the prior written approval of the Grant Officer.

I.5 Limitation on Use of Funds

I.5(a) The Grantee shall not utilize funds provided by A.I.D. for any testing or breeding feasibility study, variety improvement or introduction, consultancy, publication, conference or training in connection with the growth or production in countries other than the United States of an agricultural commodity for export which would compete with a similar commodity grown or produced in the United States.

I.5(b) The Grantee agrees to refund to A.I.D. upon request an amount equal to any United States funds used for the purposes prohibited by Section I.5(a) above.

I.5(c) No funds provided by A.I.D. under this Grant 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 Grant entitled "Ineligible Countries").

I.6 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 Grantee is authorized to purchase DBA and/or medical evacuation insurance under this Grant. 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 Grant Officer will provide the name, address, and telephone number of such insurance company or agent upon request.

J. RESOLUTION OF CONFLICTS - The Grantee's proposal to "Fund an Advanced Housing Seminar For Housing Practitioners From the New Independent States," submitted June 18, 1992 is hereby incorporated as Attachment 4 to this Grant. In the event of a conflict between the proposal and this Grant, the following shall be the Order of Precedence:

1. Mandatory and Additional Standard Provisions
2. The Cover Letter and Schedule
3. The Program Description
4. The Grantee's Proposal

K. STANDARD PROVISIONS - The Standard Provisions set forth as Attachment 3 of this Grant consist of the following Standard Provisions denoted by an "X" which are attached hereto and made a part of this Grant:

K.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)

X.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)
- () Subagreements (November 1985)
- () Local Cost Financing (November 1988)
- () Patent Rights (November 1985)
- (X) Publications (November 1985)
- () Negotiated Indirect Cost Rates - Predetermined (May 1986)
- (X) Negotiated Indirect Cost Rates - Provisional (May 1986)
- (X) Regulations Governing Employees (November 1985)
- () Participant Training (May 1986)
- () Voluntary Population Planning (August 1986)
- () Protection of the Individual as a Research Subject (November 1985)
- () Care of Laboratory Animals (November 1985)
- () 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)
- () Use of Pouch Facilities (November 1985)
- () Conversion of United States Dollars to Local Currency
(November 1985)

END OF SCHEDULE - ATTACHMENT 1

ATTACHMENT 2

PROGRAM DESCRIPTION

A. Purpose

The purpose of this program is to provide financial support for the Advanced Housing Seminar. The seminar is designed to familiarize NIS professionals currently involved in housing, with the market-based housing system as it operates in the United States. 1230

The program will cover a two year period and would involve four groups of trainees, two groups per year. The total intake would be about 95 professionals.

B. Program Activities

1. The Grantee will conduct a training program four weeks in length in the U.S. for approximately 20-25 participants and a follow-up one week session in the NIS for approximately 20 participants.

2. In its core curriculum, the Advanced Housing Seminar provides an overview of the housing process in America. A typical apartment development will be studied from initial conception through financing and construction to management and sale. The presentation will emphasize the financial aspects of development, ownership and management; the legal structure for the creation and preservation of private property rights in land and structures; the role of entrepreneurship; the function of government as both facilitator and regulator of the housing process; and the importance of citizen participation. The discussions will be frequently supplemented by field trips to observe the process at first hand. These will include attending a public hearing on a proposed development or zoning change, visiting construction and rehabilitation sites with the builders, observing landlord-tenant court, and following a real estate broker on a busy Sunday.

3. Following is a proposed schedule for the Advance Housing Seminar:

Year One

a) Funding received. The school will promptly prepare and print a brochure in Russian describing the seminar and the application forms.

- b) The Program Director and the Program Coordinator will travel to Moscow, St. Petersburg, and possibly other cities to meet with A.I.D. and USIA and develop plans for recruiting applicants.
- c) Prepare a basic housing orientation booklet, in Russian, for distribution to the NIS participants when selected.
- d) The Director, International Studies and Programs, the Program Director, and the Program Coordinator will convene the selection panels in Moscow, St. Petersburg and possibly other cities, and select the 20 NIS participants for the first session.
- e) First session of the Advanced Housing Seminar will be held at College Park, Maryland. NIS participants will (potentially) arrive over the weekend of January 30-31, and depart over the weekend of February 27-28.
- f) Twenty-five additional NIS participants will be selected for the second session.
- g) The second session will be held at College Park, Maryland.
- h) Five-day follow-up workshop for all NIS participants will be held in or near a city in a host country (most likely St. Petersburg or Moscow).

Second Year

- a) Begin selecting NIS participants for the second year.
- b) First session held at College Park.
- c) Second session held at College Park.
- d) Follow-up workshop for all prior NIS participants at a host country location.

C. Evaluation

The Grantee (in conjunction with PRE/H) will conduct an assessment of the effectiveness of this program for transferring practical knowledge on the operation of the housing industry in a market economy context.

D. Financial Support

A.I.D. will contribute funds in the amount of \$79,960 for partial support of the first session.

USIA will provide the remaining funds, \$186,650, in support of the first training session.



UNIVERSITY OF MARYLAND AT COLLEGE PARK

SCHOOL OF PUBLIC AFFAIRS

PROPOSAL TO THE AGENCY FOR INTERNATIONAL DEVELOPMENT,
OFFICE OF HOUSING AND URBAN PROGRAMS,
TO FUND AN ADVANCED HOUSING SEMINAR
FOR HOUSING PRACTITIONERS FROM THE NEW INDEPENDENT STATES

SAI #: MD 920615 -7898-360201

Proposal Submitted June 18, 1992

Authorized By: Victor Medina
Director, Office of Research Administration
and Advancement

ADVANCED HOUSING SEMINAR

EXECUTIVE SUMMARY

The School of Public Affairs at the University of Maryland at College Park has developed an Advanced Housing Seminar to familiarize 85 to 95 mid-career housing professionals from cities in the New Independent States (NIS) with the market-based housing sector as it operates in the United States. Over a four-week period, the Seminar will provide them an opportunity to explore the applicability of American institutions and practices to their home communities, and to make business, professional and personal contacts with members of the American housing community. The Advanced Housing Seminar consists of a core curriculum, small study groups, and a follow-up workshop after the participants have returned to their home countries.

For each session of the Advanced Housing Seminar, a broadly representative group of from 20 to 25 NIS individuals will be chosen from among local government officials, architects, planners, lawyers and other professionals, enterprise managers and entrepreneurs, and community leaders. Selections will be made on the basis of written applications that display professional competence and seriousness of purpose. The selection panel will be drawn from the School of Public Affairs, responsible host country institutions with some involvement in housing, and, if willing, United States government agencies knowledgeable about local conditions, such as USIA, A.I.D. or Embassy personnel in the host country.

Each principal session of the Advanced Housing Seminar will take place at the College Park campus of the University of Maryland. Each session will last for four weeks. The core curriculum consists of a step-by-step overview of the housing process as it operates in the United States. A typical apartment project will be studied from initial conception through financing and construction to management and sale. Discussions will be supplemented with frequent field trips.

The small group study sessions, which proceed simultaneously with the core curriculum, will focus on topics identified by the participants in their applications. Each study group will have four to five participants with similar interests. During the final week of the session, each study group will report on

its work. In addition, each participant will hand in a short written paper describing how the specific topic he or she studied could be adapted to serve housing needs in their community.

Discussions will be led by specialists drawn from the faculty of the University of Maryland and other universities and from active practitioners and Maryland government officials involved in housing. A Business Advisory Board has been formed to provide a source of faculty, on-site visits, and contacts between the participants and American business managers, professionals, and housing practitioners.

At the end of each year, a five-day follow-up workshop for all prior participants will be held in a host country location to enable the participants to share their experiences in applying what they learned to their professional and business activities, to continue training in selected areas, and to enhance evaluation of the program.

If funding is obtained by September 1992, the first session for 20 participants will be held in February 1993, and the second session for 25 participants will be held in late April-early May. The follow-up workshop will occur in September 1993.

On May 22, 1992, the School of Public Affairs applied to the United States Information Agency to fund the Advanced Housing Seminar in response to the USIA Request for Proposals for the Commonwealth of Independent States Training Program. Because of restrictions in the RFP, the funding request was limited to one four-week session in February 1993 and a September follow-up workshop. The Seminar proposal focused on participants from St. Petersburg. However, the School stated in its application that it was seeking additional funding from other sources to include participants from other cities in the NIS, to add a second four-week session in 1993, and to repeat the program -- with two additional principal sessions and one follow-up workshop for all prior participants -- in 1994. During the second year, the School of Public Affairs would seek to develop a capability in a NIS institution to continue the training for the NIS housing professionals beyond the second year.

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The School of Public Affairs is well qualified to offer the Advanced Housing Seminar. In conjunction with the Maryland Department of Housing and Community Development, the School of Public Affairs has been conducting courses in housing finance and development for mid-career government and private sector housing professionals since 1987. The School is also experienced in training professionals from other countries with its highly successful six-month seminars, funded by the Ford Foundation, that teach mid-career journalists, academics and diplomats from abroad the processes by which the United States Government makes and conducts foreign policy.

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PROPOSAL FOR AN ADVANCED HOUSING SEMINAR
FOR HOUSING PRACTITIONERS FROM THE NEW INDEPENDENT STATES

The Executive Summary constitutes an integral part of this Proposal. What follows assumes familiarity with the general outline of the Advanced Housing Seminar as described in the Executive Summary. This Proposal is organized under the following headings:

1. What the Advanced Housing Seminar is designed to accomplish.
 2. How the Advanced Housing Seminar promotes the objectives of the A.I.D. program for the New Independent States.
 3. How the Advanced Housing Seminar promotes the objectives of the A.I.D. Housing Sector Reform Project.
 4. Intellectual rationale for the Advanced Housing Seminar.
 5. The work plan of the Advanced Housing Seminar.
 6. Previous funding application to USIA.
 7. Endorsements of the Advanced Housing Seminar.
 8. Budget alternatives for the Advanced Housing Seminar.
-
1. What the Advanced Housing Seminar is designed to accomplish.
 - a. Familiarize NIS individuals currently involved in housing -- i.e., government officials, professionals such as architects, planners, bankers, builders, and lawyers, business managers and entrepreneurs in public and private enterprises, and community leaders such as chairs of housing cooperatives -- with the market-based housing system as it operates in the United States.

How achieved: In its core curriculum, the Advanced Housing Seminar provides an overview of the housing process in America. A typical apartment development will be studied from initial conception through financing and construction to management and sale. The presentation will emphasize the financial aspects of development, ownership and management; the legal structure for the creation and preservation of private property rights in land and structures; the role of entrepreneurship; the function of government as both

facilitator and regulator of the housing process; and the importance of citizen participation.

The discussions will be frequently supplemented by field trips to observe the process at first hand. These will include attending a public hearing on a proposed development or zoning change, visiting construction and rehabilitation sites with the builders, observing landlord-tenant court, and following a real estate broker on a busy Sunday.

b. **Help the NIS participants think through and devise creative solutions to developing a market-based housing system in their communities.**

How achieved: Topics studied in depth will be identified by the NIS participants in their applications to the Seminar. Study of these topics will be undertaken in small groups of four or five participants. During the final week, each study group will report on its findings to the Seminar. In addition, each participant will be expected to write a short paper describing how they could adapt what they studied to serve the housing needs in their home communities. The requirement of reporting to the Seminar and preparing individual written papers should assure that the participants have the time, the motivation, and the capacity to integrate what they are learning about housing in America and to assess its applicability to the situation in their own country.

Representative topics that the participants might select could include: how to improve the land title registration system; how to develop a legal structure to support mortgage financing; methods for disposing of public land for private development (the "urban redevelopment" process); how to obtain meaningful citizen participation in development and management programs; the design and enforcement of building codes; how to use computers to manage a construction job; and how to set up and operate a management company. With the experience of our faculty and assistance from the Business Advisory Board, supplemented by our wide contacts in the government and housing communities, we can prepare intensive programs of study on all major topics chosen by the NIS participants.

At the conclusion of the second year of the Advanced Housing Seminar, there will be from 85 to 95 individuals from various NIS urban centers who will have

been exposed to the American system of market-based housing and who could constitute a network of housing professionals for continued progress.

c. Facilitate the establishment of continuing professional, business, and personal relationships between the NIS participants and American business, professional and government individuals involved in housing.

How achieved: Whether during field trips, the periods of group study, or receptions and other social functions sponsored by members of the Business Advisory Board and others, each NIS participant will have numerous opportunities during their four weeks in the United States to establish relationships with their American counterparts. The School will assure that these opportunities are plentiful, and that participants receive sufficient information about their new contacts to follow up on their return home.

2. How the Advanced Housing Seminar promotes the objectives of the A.I.D. program for the New Independent States.

The Advanced Housing Seminar directly advances four of the six stated objectives of the A.I.D. program for the New Independent States, as follows:

Encourage Free Market Economic Systems

This is the fundamental objective of the Advanced Housing Seminar. After 73 years of communism, there is little understanding by any group in any NIS nation about how a free market economic system operates. In the core curriculum of the Seminar, the NIS participants will be walked through the free market system of housing as it operates in the United States -- step by step, in its most elementary terms. We will furnish answers to questions that are second-nature to American housing professionals, such as: What is a developer? What is a mortgage? What is an income and expense statement?

Accountability, in both public and private sectors, is another theme of any mature free market economic system. Questions of accountability will be addressed during the core curriculum discussions, such as: To what extent are builders legally and financially responsible for sub-standard construction? To what extent

should real estate brokers be subject to government regulation? What are the responsibilities of landlords to their tenants, and of tenants to their landlords, in a market economy?

Promote Democracy

The Advanced Housing Seminar addresses two issues that bear directly on the development of democracy and democratic institutions in the NIS.

One issue is the appropriate role for local government in housing. In all NIS countries today, government is both the builder/developer and the allocator of almost all housing, with decisions being made largely by a bureaucracy controlled from above. The Seminar will show that government can function, more or less effectively, in a reduced role as a promoter and facilitator of housing development and rehabilitation, as a regulator among competing interests, and as a provider of housing of last resort for citizens with special needs, all operating in a democratic context of openness, equal opportunity, and citizen participation.

Citizen participation in development decisions that directly affect individuals is the second issue. This is political participation at the "grass roots". The Seminar will stress the role of citizen participation at every appropriate step in the housing development and management process. The Seminar will look both at citizens acting through their elected representatives and at citizens acting directly as part of, or as an advocate before, the decision-making bodies.

Meet Urgent Humanitarian Needs

The basic need that lies at the core of the Advanced Housing Seminar is the need of every person to live in safe, sanitary, adequate and affordable housing. It would be superfluous to summarize here the glaring deficiencies in housing that exist in all NIS nations.

More broadly, a successful housing sector contributes significantly to two other basic needs: the improvement of living standards through economic growth, and political stability in the country. Economically, the housing stock forms a significant part of each NIS country's national wealth, and the housing sector

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provides a major source of employment. Further, the housing sector is particularly suitable for developing new, small-scale private entrepreneurial activities in construction, rehabilitation, home improvement, management and brokerage. Politically, as housing affects virtually every citizen in the nation, government policy affecting the housing sector will have an immediate impact on everyone. A sound housing policy can contribute to citizen satisfaction with their government.

Other basic human rights will also be treated in the Seminar: particularly, the creation and protection of private property, and the right of citizens to participate in decisions that directly affect their well-being.

Promote Bilateral Trade and Investment

The School of Public Affairs has established a Business Advisory Board to assist in linking the NIS participants with the American housing community. The members of the Business Advisory Board are listed in Appendix 1. The Board is chaired by the President of a national trade association of residential apartment developers (National Multi Housing Council). The Board includes ranking executives from the largest manager of apartment communities in America (Trammel Crow Residential), the largest owner of home mortgages in America (Fannie Mae), the second largest owner of rental apartment units in America (National Corporation for Housing Partnerships), and the education arm of the 150,000-plus member association of private home builders (National Association of Home Builders). The Board includes top executives from several for-profit and non-profit development companies, a housing lawyer, and a planner.

The members of the Business Advisory Board are expected to hold receptions for the NIS participants and to make introductions to other Americans in the housing field in their own organizations and elsewhere. Other connections will be provided by Seminar faculty members and by contacts made during site visits. NIS participants will make business, professional and personal relationships with American counterparts as a result of the Seminar, which can lead in the long term to increased trade and investment among our countries.

Finally, we would observe that, while increasing the efficiency of the

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energy sector in NIS nations -- another of the A.I.D. objectives -- is not central to the Advanced Housing Seminar, we have the resources to address energy-saving issues as they relate to housing construction, rehabilitation and management. This theme would be particularly suitable for one of the study groups if the NIS participants choose to pursue this topic.

3. How the Advanced Housing Seminar promotes the objectives of the A.I.D. Housing Sector Reform Project.

The Advanced Housing Seminar provides an excellent complement to the A.I.D. Housing Sector Reform Project for the New Independent States by providing the basic training component.

The A.I.D. Housing Sector Reform Project correctly states in its program documentation that effective reform in housing can come about only through a broadened understanding of the market system and assistance in the design of specific reforms. The Advanced Housing Seminar addresses both issues, and in a way that complements the long-term advisors and short-term consultancies that are the core of the A.I.D. Housing Sector Reform Project.

There is no need to restate the point that the basic objective underlying the design of the Advanced Housing Seminar is to familiarize NIS housing professionals with a market-based housing system.

With regard to specific reforms, we have the capability of exploring in depth each of the reform topics that has been identified in the bilateral discussions between A.I.D. and the cities where resident advisors will be placed.

For example, the creation of a modern land and property registration system has been identified as an important area in several cities. One of the faculty members for the Advanced Housing Seminar is Professor Peter B. Maggs of the University of Illinois College of Law. Professor Maggs combines knowledge of Soviet law and the Russian language with knowledge of American land title recordation and registration systems through his work as Reporter for the Uniform Simplifications of Land Transfers Act sponsored by the National Conference of

Commissioners on Uniform State Laws. Professor Maggs will be available to work with a study group on land title registration systems.

Another reform area is the development of an appropriate management information system for managing the municipal housing stock. For this undertaking, we have the resources of some of the largest housing managers in America. The NIS participants will be able to observe at first hand how essential physical and financial information on large numbers of apartment buildings are organized, stored and retrieved.

None of the reform areas identified by A.I.D. lend themselves to quick and simple solutions, and it is not realistic to expect that any NIS participant will return from the Advanced Housing Seminar with a complete solution to the problem. What the participant will bring back, however, is an approach to resolving the problem, the place of that problem in the context of a market-based housing system, and a number of contacts and relationships with Americans and other NIS participants who can contribute to its solution.

In order to complement the A.I.D. Housing Sector Reform Project effectively, we will concentrate the selection of NIS participants from the cities where A.I.D. resident advisors are located.

4. Intellectual rationale for the Advanced Housing Seminar

The following considerations underlie the programmatic structure of the Advanced Housing Seminar:

1. The Seminar will encourage the NIS participants to work creatively on ways to utilize American institutions and practices to solve their housing problems. No attempt will be made to dictate the proper way to do things: What works in America does not necessarily work in NIS communities. The core curriculum that provides an overview of the housing process in the United States is necessary to enable participants to understand how housing can be provided in a market-based economy. These presentations provide the framework for consideration of what institutions and practices can be successfully adapted to NIS conditions, which is the heart of the group study of specific topics selected

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by the participants.

2. The Seminar takes place in the United States rather than in any NIS country because:

- The NIS participants can observe the operation of American housing and political institutions at first hand;
- We can bring more diverse faculty and other resources to the program, and at less cost;
- The NIS participants can make wider professional, business and personal contacts with Americans if they come to the United States;
- The NIS participants, as persons in positions of responsibility, can better concentrate on the matters being studied in the Seminar if they are separated by long distance from their daily concerns of job and family;
- The program can be implemented largely independently of changes in the political situation in any NIS country.

5. The work plan of the Advanced Housing Seminar.

The following is a summary of the work plan of the Advanced Housing Seminar:

a. Proposed schedule for the Advanced Housing Seminar

First Year

- | | |
|---------------------|---|
| early Sept.
1992 | Funding received. The School will promptly prepare and print a brochure in Russian describing the Seminar and the application forms. |
| October | The Program Director (David Falk) and the Program Coordinator (bi-lingual, to be hired) will travel to Moscow, St. Petersburg, and possibly other cities to meet with AID and USIA and develop plans for recruiting applicants. |
| Oct. - Dec. | Prepare a basic housing orientation booklet, in Russian, for distribution to the NIS participants when selected. |

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- Dec. The Director, International Studies and Programs (Jane They), the Program Director (David Falk), and the Program Coordinator will convene the selection panels in Moscow, St. Petersburg and possibly other cities, and select the 20 NIS participants for the First Session.
- Feb. 1993 First Session of the Advanced Housing Seminar will be held at College Park, Maryland. NIS participants will arrive over the weekend of January 30-31, and depart over the weekend of February 27-28.
- March Twenty-five additional NIS participants will be selected for the Second Session.
- late April-early May The Second Session will be held at College Park, Maryland.
- Sept. 1993 Five-day follow-up workshop for all NIS participants will be held in or near a city in a host country (most likely St. Petersburg or Moscow).

Second Year

- summer 1993 Begin selecting NIS participants for the Second Year.
- Oct. - Nov. 1993 First Session held at College Park
- Feb. 1994 Second Session held at College Park
- June 1994 Follow-up workshop for all prior NIS participants at a host country location.

b. Selection of NIS Participants

The Advanced Housing Seminar will concentrate its recruitment of NIS participants in those cities where A.I.D. resident advisors are to be stationed: namely, Moscow, Ekaterinburg, and Novosibirsk in Russia, Kharkov and possibly

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Kiev in Ukraine, Yerevan in Armenia, and Alma-Ata and Karaganda in Kazakhstan. In addition, participants will be selected from St. Petersburg because this is the city chosen for the School of Public Affairs' funding application to USIA and is where the School has professional contacts in the housing sector.

The NIS participants in the Seminar will be chosen on the basis of written applications. The applications will require: biographical information, including education, employment history, and present employment position and responsibilities; a brief essay on why the participant wishes to participate in the Seminar and how the participant expects to benefit from it; a brief description of one, two or three specific topics that the participant would like to study in greater detail in the study groups, and the reasons why; a statement of the participant's principal interests outside of his or her employment; and a statement as to the level of the participant's knowledge of English, if any.

While knowledge of English is not a requirement for selection, information on the participant's level of English proficiency and outside interests will assist the School in further detailed planning for the translation needs of the Seminar and for sufficient recreational activities for the participants. To avoid having to deal with multiple languages, we will assume that all NIS participants are fluent in Russian.

The School of Public Affairs needs to give the Advanced Housing Seminar wide publicity in government, business, professional and community circles in each targeted city in order to maximize the number of desirable applicants. We encourage the advice and assistance from representatives of A.I.D., USIA and the Embassy in the host countries in this publicity effort. A printed brochure in Russian will be used to explain the Seminar. The target for applicants will be largely mid-career individuals occupying positions of responsibility, but likely to become more important to the housing sector in future years. Community leaders, such as heads of housing cooperatives, will also be encouraged to apply.

The selection panel will include the Director of International Studies and Programs and the Program Director from the School of Public Affairs, representatives from responsible host country individuals or institutions with

some involvement in housing if they can be identified, and representatives from A.I.D., USIA or the Embassy in the host country if they agree. The aim is to select a balance from local government, the professions, public and private business enterprises, and community organizations. All participants must demonstrate professional competence and seriousness of purpose towards the Seminar.

Since facility in English is not a requirement for the NIS participants, with the assistance of the University of Maryland Department of Russian and Slavic Languages and A.I.D., USIA and the Embassy in the host country, we will identify five Russian translators to accompany the NIS participants to the United States. The initial orientation for the translators at College Park will include an introduction to technical terms used in housing to assure accurate translations.

c. Program content of the Advanced Housing Seminar

The programmatic content of the Advanced Housing Seminar has two elements: the core curriculum which provides an overview of the housing process as it operates in the United States, and the group studies of topics chosen previously by the participants.

The overview will be covered in 17 sessions, plus an additional session of special interest, as follows:

- Session One: Survey of the Housing Process
- Session Two: The Central Role of the Developer
- Session Three: Deciding to Do a Project
- Session Four: Establishing Financial Feasibility
- Session Five: The Importance of Reliable Legal Structures
- Session Six: Housing Finance
- Session Seven: The Multiple Functions of Government
- Session Eight: Managing Architectural Design and Technology
- Session Nine: Rehabilitation, Adaptive Reuse and Historic Preservation
- Session Ten: The Role of Community Participation
- Session Eleven: Construction and Construction Management

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Session Twelve: Marketing Newly Constructed and Rehabilitated Housing
Session Thirteen: Buying and Selling Existing Housing
Session Fourteen: Successful Housing Management
Session Fifteen: Landlord-Tenant Law
Session Sixteen: Housing Cooperative and Condominium Associations
Session Seventeen: Selected Issues of Public Policy
Special Session: Strategies for Privatizing Housing in Formerly Communist
Countries

A more detailed descriptions of each session, and a day-to-day schedule for the four weeks of the Seminar, are set forth in Appendix 2.

Each session is scheduled for three hours, with a brief coffee break in the middle. This lengthy time allows for consecutive translation.

Assignment of the NIS participants to the study groups and the selection of topics they will study will be based on the written applications of the participants. Representative topics that might be selected for study are summarized on page 2 of this proposal. Each study group will report its findings to all Seminar participants during the last week of the Seminar. In addition, each participant will write a short paper describing how he or she plans to apply what they learned in the Seminar to improving housing in their community.

Instruction on topics under study by the study groups will be provided by Seminar faculty members as well as other faculty at the University of Maryland and practitioners in the housing sector, including members of the Business Advisory Board or persons from their organizations. The study groups will also take additional field trips relevant to their topics. A Russian translator will be assigned to accompany each study group at all times.

d. Follow-up workshop in a NIS location

A five-day follow-up workshop will be held in September 1993 in a host country location, most probably in or near Moscow or St. Petersburg. All NIS participants will be expected to attend. Several Seminar faculty members will attend and as many of the Business Advisory Board as can make the trip. The purposes of the follow-up workshop include:

- to assess the extent to which the information obtained during the four-week session in the United States was helpful in solving housing problems in the host country, and to use this information to improve future sessions of the Seminar;
- to provide an opportunity to continue limited training in specific areas;
- to provide an opportunity for the NIS participants to continue networking among themselves. The network of Advanced Housing Seminar "alumni" can be an important force for constructive change in housing in NIS nations;
- to provide an opportunity for the American faculty and Business Advisory Board to strengthen their professional, business and personal relationships with the NIS participants.

e. Management of the Advanced Housing Seminar

The management of the Seminar is under the overall supervision of Dr. Michael Nacht, Dean of the School of Public Affairs, and of Jane They, Director of International Studies and Programs at the School of Public Affairs. Ms. They has been an active participant in the design of this proposal. In addition to her other responsibilities, Ms. They is Executive Director of the Advanced Seminar on the U.S. Foreign Policy Process funded by the Ford Foundation. This yearly six-month program teaches 20 mid-career journalists, academics and diplomats from abroad the processes by which the United States Government makes and conducts foreign policy. Previously, Ms. They worked in Latin America with the Ford Foundation and in Washington, D.C. with the Institute for International Economics.

A general brochure describing the School of Public Affairs at the University of Maryland is at Appendix 3.

The Program Director for the Advanced Housing Seminar, and a member of the Seminar faculty, is Mr. David Falk. Mr. Falk combines 15 years of private law practice specializing in housing finance and development, with six years in the Maryland state government in policy-making positions involving public finance and taxation. From 1964 to 1969, Mr. Falk worked in the A.I.D. General Counsel's Office, Latin America Division, and served two years in Peru as the Regional

Legal Adviser to the USAID Missions to Peru and Bolivia. Mr. Falk provided legal services to the A.I.D. Office of Housing and served as interim Chief of the Housing Office at the USAID in Peru. Mr. Falk will be under contract with the School of Public Affairs and will devote full time to the Seminar.

A bi-lingual Program Coordinator will be hired on a full time basis to provide logistical support and to help with translating written materials needed for the Seminar.

Complete bio-data on these individuals are at Appendix 4.

f. Faculty for the Advanced Housing Seminar

Among the faculty from the School of Public Affairs, who will serve as faculty for the Seminar, are the following:

Susanne V. Slater
Director, Public Sector Financial Management Concentration
School of Public Affairs

Ms. Slater designed and now directs the School's courses in housing finance and development conducted at the Maryland Department of Housing and Community Development. Ms. Slater is also responsible for all courses in public finance at the School of Public Affairs.

Jacqueline H. Rogers
Secretary, Department of Housing and Community Development, and
Adjunct Professor, School of Public Affairs

Secretary Rogers has been a member of the Maryland Cabinet since 1987. She was previously budget director and head of housing programs in Montgomery County, Maryland. Secretary Rogers has just completed teaching a housing workshop for government officials in Czechoslovakia sponsored by the Institute for Policy Studies at Johns Hopkins University and funded by USIA.

Additional faculty from other departments at the University of Maryland and other universities who have agreed to participate include:

Professor Peter B. Maggs
University of Illinois College of Law
Urbana, Illinois

Professor Maggs is a recognized expert in both Russian law and in American land title law. He served as Reporter (which means principal drafter) of the Uniform Simplification of Land Transfers Act issued by the National Conference

of Commissioners on Uniform State Laws (an organization of state-appointed representatives that for over 100 years has been preparing model state legislation to achieve greater uniformity in state laws).

Professor Peter Murrell
Department of Economics
University of Maryland

Professor Murrell, presently Director of Graduate Studies in the Department of Economics, has specialized his research on the economic problems of centrally planned economies. A major component of his research has concerned the transition to capitalism. Professor Murrell has lectured in Russia, Poland, China, and elsewhere on these subjects.

Faculty drawn from the Business Advisory Board include the following:

Richard K. Eisenberg
Vice President, International Finance
Federal National Mortgage Association (Fannie Mae)
Washington, D.C.

Mr. Eisenberg is a Vice President in America's leading institution providing secondary mortgage financing for housing and will lead the discussion on housing finance. Mr. Eisenberg has conducted similar discussions in Poland and Czechoslovakia over the last two years.

Malcolm D. Rivkin
Rivkin Associates
Bethesda, Maryland

Dr. Rivkin is a professional planner, with extensive experience in dispute resolution and the process of obtaining consensus for new development projects among developers, government officials and locally affected citizens. Dr. Rivkin has consulted for A.I.D. and the United Nations on development issues in other countries.

Bio-data for all faculty members selected to date are at Appendix 5.

For the orientation period, we plan to invite Dr. Greg Guroff, Coordinator, U.S.-C.I.S. Private Sector Exchange Program at USIA, to lead a discussion entitled "What to Expect of These Americans".

Prior to each presentation, the Program Director will request a written outline from the faculty member which he will review and discuss with the faculty member to assure coherence of presentation and consistency with the other

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presentations and the objectives of the Seminar.

g. Business Advisory Board

As previously discussed, a Business Advisory Board of 13 members has been established to provide informal linkages between the Advanced Housing Seminar and American business managers, developers and professionals in housing. Members of the Business Advisory Board will serve as faculty members and will be called on to provide on-site instruction at their businesses or to arrange for suitable field trips to other locations. The members of the Business Advisory Board will also be expected to hold receptions for the Russian participants and make introductions to other Americans in the housing field as becomes appropriate.

The members of the Business Advisory Board are listed in Appendix 1.

h. Evaluation Procedures

All NIS participants will be asked during the final week to complete an evaluation questionnaire on a form we provide. They will be asked to use a rating scale to grade all aspects of the Seminar, including faculty members, and will be asked for suggestions on improvements. The written evaluations will be supplemented by meetings with the study groups where participants will have an opportunity to tell us information about the Seminar that they might prefer not to commit to writing.

We will ask the NIS participants to complete a second evaluation questionnaire at the follow-up workshop when they will have had an opportunity to assess the usefulness of what they studied.

We will also look at the participants' expectations for the Seminar as expressed in their written applications to see both how successful the Seminar was in meeting their expectations and how the participants' perceptions of what they need may have changed as a result of their participation in the Seminar.

We will use all this information in planning additional sessions. A.I.D. may receive copies of the evaluation questionnaires or a summary of the participants' comments or our evaluation of the program, as A.I.D. may want.

6. Previous funding application to USIA.

On May 22, 1992, the School of Public Affairs submitted the United States Information Agency, Bureau of Educational and Cultural Affairs, to fund the Advanced Housing Seminar. This application was submitted to the USIA's Request for Proposals for the Commonwealth of Independent States Training Program, which was published in the Federal Register on April 14, 1992. Funding decisions are to be made on or about September 1.

Because of restrictions in the RFP, the School's funding application to USIA for the Advanced Housing Seminar was for only \$186,665 and proposed a single four-week session to be held in February 1993, with a five-day follow-up workshop in Russia in September. St. Petersburg was identified as the urban center from which all participants were to come because the School has established a working relationship with the St. Petersburg Institute of Architectural and Urban Studies and its Director, Nikita Maslennikov, who has been in the United States for the 1991-1992 academic year as a Fulbright Visiting Professor at the Department of City and Regional Planning at Cornell University.

The St. Petersburg Institute is to be the local facilitator for the Advanced Housing Seminar in St. Petersburg, for example, by arranging for meetings when School of Public Affairs representatives visit and by helping publicize the program to recruit participants. Mr. Maslennikov is to serve on the selection panel for St. Petersburg participants. No fees are to be paid to the St. Petersburg Institute for these services, although one or two professionals from the St. Petersburg Institute may be eligible Seminar participants if they apply and are selected in the prescribed manner. The St. Petersburg Institute will have no formal role in the Seminar outside of St. Petersburg.

As mentioned previously, the application to USIA states that we are seeking additional funding from other sources to include participants from other cities in the NIS, to add a second four-week session in 1993, and to repeat the program cycle in 1994.

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7. Endorsements of the Advanced Housing Seminar.

Letters of endorsement for the Advanced Housing Seminar h
from:

The Hon. William Donald Schaefer
Governor of the State of Maryland

The Hon. Aleksandr N. Belyayev
Chairman, City Council of St. Petersburg

Dr. William E. Kirwan
President, University of Maryland at
College Park

Copies of their letters are in Appendix 6.

Unsolicited letters from members of the Business Advisory Board and Seminar
faculty are also included in Appendix 6.

8. Budget alternatives for the Advanced Housing Seminar

Because of the funding applications already submitted to USIA and to
Eurasia Foundation, and the different rules regarding payment of indirect costs
between the restrictive requirements set forth in the USIA Request for Proposals
and the normal arrangements between the University of Maryland and the U.S.
Government, we are submitting three alternative budgets for discussion with
A.I.D., as follows:

Alternative One: A.I.D. funds the Advanced Housing Seminar for two years.

Cost to A.I.D.: \$ 1,271,868

Alternative Two: A.I.D. funds the Second Year of the Advanced Housing
Seminar, with USIA and the Eurasia Foundation funding the First Year.

Cost to A.I.D.: \$ 665,182

Alternative Three: A.I.D. funds that part of the First Year of the Advanced
Housing Seminar not funded by USIA and funds the entire Second Year.

Cost to A.I.D.: \$ 1,083,983

Detailed budgets are in Appendix 7.

List of Appendices:

- Appendix 1, Members of the Business Advisory Board
- Appendix 2, Weekly Schedule for Advanced Housing Seminar
Course Content of Core Curriculum - the Overview of the Housing
Process
- Appendix 3, Brochure of the School of Public Affairs, University of Maryland
- Appendix 4, Bio-data for management of the Advanced Housing Seminar
- Appendix 5, Bio-data for faculty for the Advanced Housing Seminar
- Appendix 6, Letters of Endorsement
- Appendix 7, Budget Alternatives for the Advanced Housing Seminar