

PD-ABG-937

UNITED STATES OF AMERICA
AGENCY FOR INTERNATIONAL DEVELOPMENT
U.S.A.I.D. MISSION TO KENYA



UNITED STATES POSTAL ADDRESS
US AID MISSION TO KENYA
UNIT 64102
APO AE 09831 - 4102

INTERNATIONAL POSTAL ADDRESS
POST OFFICE BOX 30261
NAIROBI, KENYA
TEL: 254-2-331160
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July 1, 1993

Ms. Virginia L. Mason
National Executive Director
Plan International USA
P.O. Box 400
Warwick, RI 02886-1099

Subject: Grant No. 615-0236-G-00-3045

Dear Ms. Mason:

Pursuant to the authority contained in the Foreign Assistance Act of 1961, as amended, the Agency for International Development (hereinafter referred to as "A.I.D." or "Grantor") hereby grants to Plan International USA (hereinafter referred to as "Grantee") the sum of One Hundred and Nine Thousand, Six Hundred and Fifty Five Dollars (\$109,655) to provide support for a project that is expected to increase community usership of borehole water and encourage sustainable maintenance of the boreholes. See the detailed Program Description in Attachment 2.

This grant is effective and obligation is made as of the date of this letter and shall apply to commitments made by the Grantee in furtherance of program objectives from the period of June 1, 1993 and ending on the estimated completion date of March 31, 1995.

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

Please sign the original and four (4) copies of this letter to acknowledge your receipt of the grant, and return the original and three (3) copies of the entire document to the Grant Officer, USAID/Kenya, P.O. Box 30261, Union Towers, Nairobi, Kenya.

Sincerely,



Roger Simmons
Grant Officer

Attachments:

1. Schedule
2. Program Description
- ~~3. Standard Provisions~~

Acknowledged:

Plan International

By: Virginia L. Mason

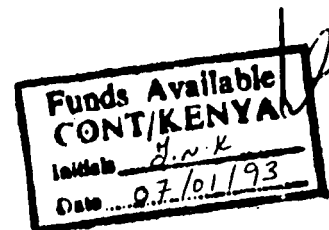
Typed Name: Virginia Mason

Title: National Executive Director

Date: August 9, 1993

FISCAL DATA

Appropriation:	72-113/41014
Budget Plan Code:	GSS3-93-21615-KG13
PIO/T No.:	615-0236-3-30065
Project No.:	615-0236
Total Estimated Amount:	\$109,655
Total Obligated Amount:	\$109,655



PLAN Grant
Grant No: 615-0236-G-00-3045
Dated: July 1, 1993

ATTACHMENT 1

SCHEDULE

A. Purpose of Grant

The purpose of this Grant is to provide support to Plan International for a project expected to increase community usership of borehole water and encourage sustainable maintenance of the boreholes. See attachment 2 for a detailed program description.

B. Period of Grant

The effective date of this Grant is the date of signature of the Grant. The estimated expiration of this Grant is March 31, 1995.

C. Amount of Grant and Payment

1. A.I.D. hereby obligates the amount of \$109,655 for purposes of this Grant.
2. Payment shall be made to the Grantee in accordance with procedures set forth in Attachment 3 - Optional Standard Provision 3, entitled "Payment - Letter of Credit".

D. Financial Plan

The budget for this Grant is set forth in Annex 1 to this attachment. Revisions to this plan shall be made in accordance with the standard provision of this Grant, entitled "Revision of Grant Budget". The Grantee is fully responsible for financial management and accountability for utilization of Grant funds.

E. Reporting and Evaluation

During the life of the Grant, the Grantee will submit to USAID/Kenya, Office of Projects, the following reports:

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1. Technical Reporting

On a quarterly basis, a report will be submitted on project progress and on problems encountered to date in achievement of Grant objectives. The quarterly report will include a general assessment of progress and problems to date; a brief status report on each of the sub-projects and the indicators of outputs achieved to date; a brief summary of actions planned for the next period; and a description of all goods and services (including amount and source and origin) whose source and origin are not Kenya or the United States. These reports will contain both quantitative and qualitative information to the extent possible. The first such report will cover the period ending September 30, 1993. Each such report is due 30 days following the end of the reporting period.

2. Financial Reporting

Financial reporting by the grantee will be in accordance with the procedures set forth in Attachment 3 - Optional Standard Provisions 3, entitled "Payment - Letter of Credit". All financial reports required by that provision shall be submitted to the FM/CMP/LC, Room 700, SA-2, Washington, D.C. 20523-0209, with copies sent to USAID/Kenya, Office of Projects, USAID/Kenya, Unit 64102, APO AE 09831-4102.

The Grantee agrees to consult with the Office of Projects concerning further details for submitting financial reports and estimates.

3. Final Report

A final progress and financial report is required which will include a comprehensive review and discussion of project activities and achievements. This report will be due 30 days after the estimated expiration date of the Grant.

4. Evaluation

An end-of-project evaluation will be conducted by the Grantee in the 8th quarter of the project. Two months prior to conducting this evaluation, a scope of work will be provided to USAID/Kenya for review and comments. USAID reserves the right to participate in the evaluation. The Grantee will submit three (3) copies of the evaluation report to USAID within 30 days of report completion.

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F. Indirect Cost Rate

Payment on account of allowable indirect costs shall be made on the basis of the following provisional rate(s) not to exceed the percentage included and applied to the base(s) which are set forth below. The procedures governing the applicability of the rate(s) are set forth in Clause 13 entitled "Negotiated Indirect Cost Rates - Provisional (Nonprofits)" of the Optional Standard Provision of this Grant.

<u>Type of Rate</u>	<u>Rate</u>	<u>Period</u>	<u>Base</u>
Provisional	15.00%	From 7-1-93 until Amended	Total Direct Costs

G. Conditions Precedent to Disbursement

No funds shall be disbursed under this grant until USAID has received written approval of the project by the District Development Committee (DDC) for the district in which the project is located. Written approval shall take the form of the DDC minutes in which the project was discussed and approved or such other documentation satisfactory to USAID. USAID will notify the Grantee in writing when it has accepted the required DDC documentation.

H. Authorized Source and Origin for Goods and Services

Goods and services financed by A.I.D. under this Grant shall have their source and origin in countries contained in A.I.D. Geographic Code 935 in accordance with the order of preference rules specified in section (b) (1) of the Standard Provision of this Grant entitled, "Eligibility Rules for Goods and Services". (See Annex 2 to this Attachment for details on countries covered in A.I.D. Geographic Codes).

I. Title to Property

Title to all property financed under this grant shall vest in the Grantee in accordance with the provisions set forth in Attachment 3 - Optional Standard Provision 21, entitled "Title to and use of Property (Grantee Title)".

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PLAN Grant
Grant No: 615-0236-G-00-3045
Dated: July 1, 1993

Annex 1 to Attachment 1

Estimated Grant Budget
(U.S. \$)
From June 1, 1993 to March 31, 1995

Budget Element	U S A I D	PLAN	Total
1. Personnel	49,000	11,000	60,000
2. Equipment	0	5,370	5,370
3. Vehicle Maintenance and Repair	8,580	8,420	17,000
4. Administrative & Technical Support	0	14,300	14,300
5. Supplies	2,500	0	2,500
6. Borehole Improvement	2,750	3,000	5,750
7. Monitoring & Evaluation	17,700	1,330	19,030
8. Training Costs	14,825	5,500	20,325
9. Other Direct Costs	0	9,950	9,950
Sub-total	95,355	58,870	154,225
10. Indirect Cost (15%)	14,300	0	14,300
Total Grant	109,655 =====	58,870 =====	168,525 =====

Annex 2 to Attachment 1

RELEVANT A.I.D. GEOGRAPHIC CODES

000 UNITED STATES

899 FREE WORLD*

Any area or country in the Free World*, excluding the cooperating country itself.

935 SPECIAL FREE WORLD

Any area or country in the Free World*, including the cooperating country itself.

941 SELECTED FREE WORLD

Any independent country in the Free World*, excluding the cooperating country itself and the following:

<u>Europe</u>		<u>Other</u>	
Albania	Lithuania	Angola	Kyrgyzstan
Andorra	Luxembourg	Australia	Mongolia
Armenia	Malta	Bahamas	New Zealand
Austria	Moldovia	Bahrain	Qatar
Azerbaijan	Monaco	Canada	Saudia Arabia
Belgium	Netherlands	Cyprus	Singapore
Bulgaria	Norway	Gabon	South Africa
Byelarus	Poland	Greece	Taiwan
Czechoslovakia	Portugal	Hong Kong	Tajikistan
Denmark	Romania	Iceland	Turkmenistan
Estonia	Russia	Japan	United Arab
Finland	San Marino	Kazakhstan	Emirates
France	Spain	Kuwait	Uzbekistan
Georgia	Sweden		
Germany	Switzerland		
Hungary	Ukraine		
Ireland	United Kingdom		
Italy	Vatican City		
Latvia	Yugoslavia		
Liechtenstein			

*"Free World" excludes the following areas or countries:

Afghanistan, Cambodia, Cuba, Iran, Iraq, Laos, Libya, North Korea, People's Republic of China, Syria, and Viet Nam.

ATTACHMENT 2

PLAN INTERNATIONAL

Program Description

The purpose of the project is to increase borehole water usership and encourage sustainable maintenance of the boreholes by the communities. The project will focus on building community-based water usership organizations that are willing and capable of maintaining and sustaining the borehole water wells for the recognized benefits that are derived from them. Basic project management skills and gender sensitive planning will be the areas of concentration as well as hand pump maintenance and repair.

PLAN will focus on strengthening managerial skills and creating greater appreciation among the general community for health-related issues of using protected water sources. It is expected that accomplishment of these goals will significantly contribute to long term sustainability of the community based borehole water scheme supported by Plan International/Embu.

During phase one there was too much emphasis on borehole drilling at the expense of preparing the community for the necessary change hence community organization and management was not built into the project.

This project should enable PLAN ensure that the sizeable investment made in providing the infrastructure for borehole water is properly maintained and sustained for the maximum benefit of the target population. This will save a situation where borehole sites are gradually abandoned and people resuming their traditional means of collecting water from distant, unprotected and often contaminated water sources.

The Project

During the two year period PLAN will seek to build community based water organizations that will be capable of maintaining and sustaining the boreholes. PLAN will also seek to provide the necessary training that will focus on the benefits of clean water and on management skills and gender sensitive planning.

The core components of the project will be:

Community organization skills

Awareness of health-related benefits of borehole water

Enhancing gender awareness

Project Management skills

Basic financial management skills

Handpump maintenance and repair

End of Project Status and Evaluation

By the end of the project period success will be evaluated against the following targets:

- Enhanced awareness and appreciation of the value of safe drinking water and a strong sense of group ownership of the boreholes
- 120 of the boreholes operating with full community support and minimal periods of the pump/borehole being out of operation due to breakdowns and repairs
- On average 7 out of 11 members per water committee will be women
- A minimum of 3 people per borehole group will be trained and capable to service/repair the handpump
- Official land agreements on file at 95% of the active borehole sites
- 120 borehole sites will be fenced and with proper drainage facilities
- 120 borehole committees officially registered with the Ministry of Culture and Social Services
- Every user household regularly contributing to ensure maintenance repair costs are covered
- 120 borehole user groups will have bank savings accounts ensuring proper security of group contributions

Funding

Funds under this grant will be used to support PLAN's activities for two years to achieve the purpose as stated in the introduction section. The total project cost is estimated at \$168,525 with USAID'S contribution estimated at \$109,655 (65%) which will be complimented by \$58,870 (35%) in cash and in-kind resources of counterpart funding to be provided by PLAN.

NOTE: A more complete project description is contained in the project proposal, available in Office of Projects, USAID/Kenya. However if any provisions of the grant document conflict with those in the final proposal (with revisions, if any), the grant provisions will govern.