

THE SOROS FOUNDATIONS

MANAGEMENT TRAINING PROGRAM

PD-ABLE

May 11, 1994

Mr. John Batelle
Project Officer
Bureau for Europe and the New Independent States
USAID
320 Twenty First Street, NW
Washington, DC 20523

Dear John:

Please find enclosed three copies of our report on the second quarter of grant activity, January 1, 1994 - March-31, 1994 for Cooperative Agreement EUR 0045 A 00 4007 00.

Sincerely,



Amanda Leness
Program Coordinator

cc. Tom Judy, Aguirre International
PPC/CDIE/DI (2 copies) ✓

THE SOROS FOUNDATIONS

MANAGEMENT TRAINING PROGRAM

Quarterly Performance Report

The Soros Foundations Management Training Program: Training Internship Program

Project Number: 180-0045

Report Period: January 1, 1994 - March 31, 1994

I. Program Narrative

The Training Internship Program will provide three months of on-the-job and academic training in public administration, business management, telecommunications, environmental management and banking & finance for 30 professionals from Bulgaria, Estonia, Poland, Romania, and Slovakia.

By the end of the project's second quarter, SFMTP staff in all five countries had sent slates of openly-selected screened applicants to the US for placement. In the US, SFMTP staff monitored the progress of these competitions in each country, and gathered the applications to forward to the placement sub-contractor the Business-Higher Education Forum ("B-HEF"). B-HEF began its recruitment of host companies.

In each country, participant selection included the following steps: open advertisement for internship opportunities, verification of information on applications, language testing, panel interviews and joint approval by the USAID representative and local SFMTP Coordinator of all submitted applications.

Taken together the Foundations received close to 300 applications for this program, interviewed nearly 150 applicants, and forwarded to the Business-Higher Education Forum a final recommended slate of 59 applications.

II. Financial Breakdown

Training Cost Analysis sheet attached

During the quarter, USAID funds were spent on a portion of SFMTP New York staff salaries. SFMTP itself funded the competitive selection process and its remaining administrative costs associated with the project.

III. Goals, Accomplishments and Performance Evaluation

The goal to complete the participant selection process in the second quarter was met.

During the second quarter, we revised the program schedule. We now plan for the participants to arrive during the week of August 23, 1994, with intern assignments at companies to be completed by early July. The delay in the start of program (due to the late release of the program contract) did not allow enough time for host companies and organizations to make the arrangements for participant training beginning in March, as was originally planned. AID Grant Officers Steve French and Mary Ann Walker approved this schedule change. SFMTP field offices were promptly notified of both the need for rescheduling when it arose and the new program dates when they were set.

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**QUARTERLY REPORT: Academic Programs
Training Cost Analysis (TCA)**

** SEE "Instructions: Quarterly Report", Reverse of Page 4 **

PROJECT TITLE Training Internship Program	PROJECT NUMBER 180 0045	IMPLEMENTOR Soros Foundations Mgmt Training Prog
CONTRACT QUARTER 2nd of 6	REPORT PERIOD Start: 1/1/94 End: 3/31/94	DATE 5/6/94

I. PARTICIPANT TRAINING COSTS

ACADEMIC PROGRAMS	BUDGET	PROJECTED THIS QUARTER	EXPENDED THIS QUARTER	EXPENDED TO DATE	BALANCE REMAINING	% OF BUDGET
A. EDUCATIONAL/TRAINING	\$0	\$0	\$0	\$0	\$0	0.00%
B. ALLOWANCES	\$0	\$0	\$0	\$0	\$0	0.00%
C. TRAVEL	\$0	\$0	\$0	\$0	\$0	0.00%
D. HAC	\$0	\$0	\$0	\$0	\$0	0.00%
E. SUPPLEMENTAL	\$0	\$0	\$0	\$0	\$0	0.00%
Total, Academic Costs	\$0	\$0	\$0	\$0	\$0	0.00%

THIS QUARTER:

Number of Participant Months Projected: 0

Number of Participant Months Completed: 0

TOTAL PROJECT:

Number of Participant Months Projected: 0

Number of Participant Months Completed: 0

**QUARTERLY REPORT: Technical Programs
Training Cost Analysis (TCA)**

** SEE "Instructions: Quarterly Report", Reverse of Page 4 **

PROJECT TITLE Training Internship Program	PROJECT NUMBER 180 0045	IMPLEMENTOR Soros Foundations Mgnt Training Prog
CONTRACT QUARTER 2nd of 6	REPORT PERIOD Start: 1/1/94 End: 3/31/94	DATE 5/6/94

I. PARTICIPANT TRAINING COSTS

TECHINCAL PROGRAMS	BUDGET	PROJECTED THIS QUARTER	EXPENDED THIS QUARTER	EXPENDED TO DATE	BALANCE REMAINING	% OF BUDGET
A. EDUCATIONAL/TRAINING	\$0	\$0	\$0	\$0	\$0	0.00%
B. ALLOWANCES	\$106,200	\$0	\$0	\$0	\$106,200	0.00%
C. TRAVEL	\$60,000	\$0	\$0	\$0	\$60,000	0.00%
D. HAC	\$11,400	\$0	\$0	\$0	\$11,400	0.00%
E. SUPPLEMENTAL	\$12,210	\$0	\$0	\$0	\$12,210	0.00%
Total, Technical Costs	\$189,810	\$0	\$0	\$0	\$189,810	0.00%

THIS QUARTER:

Number of Participant Months Projected: 0

Number of Participant Months Completed: 0

TOTAL PROJECT:

Number of Participant Months Projected: 90

Number of Participant Months Completed: 0

IMPORTANT: SPECIFY PROGRAM TYPE

(Check Only One Category)

- Classroom Training
- Observation Tour
- On-the-Job Training

**QUARTERLY REPORT: Technical Programs
Training Cost Analysis (TCA)**

** SEE "Instructions: Quarterly Report", Reverse of Page 4 **

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II. ADMINISTRATIVE COSTS

II. F. ADMINISTRATIVE COSTS	BUDGET	PROJECTED THIS QUARTER	EXPENDED THIS QUARTER	EXPENDED TO DATE	BALANCE REMAINING	% OF BUDGET
1. Salaries	\$10,000	\$2,307	\$2,307	\$3,076	\$6,924	30.76%
2. Fringe Benefits	\$0	\$0	\$0	\$0	\$0	0.00%
3. Travel	\$8,450	\$0	\$0	\$117.91	\$8,332.09	1.40%
4. Consultants	\$0	\$0	\$0	\$0	\$0	0.00%
5. Equipment	\$0	\$0	\$0	\$0	\$0	0.00%
6. Sub-Contracts	\$41,704	\$0	\$0	\$0	\$41,704	0.00%
7. Indirect Costs	\$0	\$0	\$0	\$0	\$0	0.00%
8. Other	\$0	\$0	\$0	\$0	\$0	0.00%
II. F. TOTAL ADMINISTRATIVE COSTS	\$60,154	\$2,307	\$2,307.00	\$3,193.91	\$56,960.09	5.31%
GRAND TOTAL, TRAINING COSTS:	\$249,964	\$2,307	\$2,307.00	\$3,193.91	\$246,770.09	1.28%