

PD-ABI-397

ISN 87863

Grant No. 690-0215-G-SS-4023-00

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0215

GRANT PROJECT AGREEMENT

Between the United States of America, acting through  
the Agency for International Development (AID)

AND

The Kingdom of Swaziland

(Grantee)

1. Project Title SADCC Technical Support Grant - Regional Manpower Development Project	2. AID Project Number 690-0215.45
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The above-named parties hereby mutually agree to carry out the Project described in this Agreement in accordance with (1) the terms of this Agreement, including any annexes attached hereto, and (2) any general agreement between the two governments regarding economic or technical cooperation.

3. Amount of AID Grant \$ 936,000 (See Annex A. Para 4)	4. Grantee Contribution to the Project \$ 157,000 (See Annex A Para 4)	5. Project Assistance Completion Date May 31, 1988
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6. This Agreement consists of this title page and Annex A, Project Description (Including Attachment 1 thereto); and Annex B, Project Agreement Standard Provisions Annex.

7. For the Grantee Typed Name V.E. Sikhondze	8. For the Agency for International Development Typed Name Robert Huesmann
Signature 	Signature 
Title Principal Secretary, Department of Economic Planning and Statistics	Title Director, USAID Mission to Swaziland
Date 15 JUN 1984	Date 15 JUN 1984

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FUNDS AVAILABLE:

Approp: 721141037  
BPC: GESA-84-21613-KG14  
Project: 690-0215.45

Controller

Typed Name:

Robert H. Phinny

Title:

U.S. Ambassador

Signature:

Authority: Harare 03315  
State 106623

PROJECT AGREEMENT

Annex A

PROJECT DESCRIPTION

1. Project Title	2. AID Project Number
SADCC Technical Support Grant - Regional Manpower Development Project	690-0215.45

3. This Project consists of:

Assistance to the Grantee in support of the SADCC Regional Training Council (RTC).

A. Background

The Grantee has established the Regional Training Council (RTC) as its SADCC sectoral sub-committee. The RTC seeks most importantly (a) to collect information on the region's demand and supply of various types and levels of skilled manpower with regard to both national and regional requirements, and (b) based on the above information, to formulate and propose concrete measures, policies and activities through which regional cooperation in manpower development can be advanced. The RTC's work program to date has included nine technical studies, of which four have been completed. A.I.D. has been the lead donor in undertaking three. A primary task however, will be to complete an "Inventory of Regional Training Programs" which will provide the basis for coordinated student and faculty exchange and maximum utilization of training facilities within the region.

The Grantee, on behalf of the SADCC RTC, has requested A.I.D. support in continuing its on-going activities (especially the Inventory) more effectively and efficiently and in extending its range of activities in promoting regional manpower development. The major categories of expenditure will include short-term technical services to undertake additional education sector studies; support for hosting a yearly program of the RTC, technical experts and Inventory meetings; and data processing equipment to assure efficient compilation and retrieval of information for the Inventory.

B. Project Components: Inputs

The Regional Training Council has requested funding support to host two RTC meetings per year and five technical experts meetings per year. The costs involved in holding each meeting include the airfare and per diem for each member of the delegation, with the exception of the delegation from the host country. (In general, the host country will be the "home" of the sub-committee, although meetings may also be rotated among the SADCC member states.) Funds have therefore been budgeted to assure the attendance of an average of 16 persons (8 delegations with two representatives each), plus a small contingency amount for the RTC to sponsor five meetings over three years on the Inventory of Regional Training Programs. Once the Inventory has been completed, is on computer file and published, the RTC will call Inventory meetings of manpower specialists and trainers to monitor periodically the status of student and faculty exchanges in the region. Constraints and problems with using the Inventory can be aired and corrective actions recommended. To facilitate hosting the various types of meetings, funds will be provided for procurement of a portable public address system which can be upgraded for simultaneous translation capability and for conference staff support to type conference documents and handle other administrative matters during the meetings. The Grantee will finance most of the estimated costs of the latter requirement.

The RTC is presently staffed by one EC-funded manpower economist on a full-time basis and by a Swaziland manpower planner on a part-time basis. This staff is marginally adequate for the RTC's workload, and project funding is therefore provided for the recruitment of two additional Swazis, a manpower specialist to be the full-time counterpart of the EC advisor and an executive officer to handle the RTC's administrative workload. Although both will initially be hired under contract, by the end of the second year of the project, the Grantee will make every effort to establish permanent ministry posts for them and/or otherwise assume the costs of their continued employment and attachment to the RTC.

More than one-third of the funding support for the RTC is for the procurement of short-term technical services to undertake technical studies, participate in technical experts meetings, and to provide advisory support to the RTC. Supporting the SADCC Council of Minister's firm guidance, the RTC (and other sub-committees) will request a mix of both U.S. and African specialists for the various assignments. With regard to the technical studies, funds will also be provided to permit the intraregional travel of the RTC staff (the EC advisor and the Swazi counterpart) to visit several member states in advance to assure complete agreement on the terms of reference for the particular study and maximum access to information and

utilization of the consultants' in-country time. Support for this budget line item is justified on the basis of experience; several study teams (including AID-financed teams) have been frustrated by the lack of advance briefing and concurrence with the study parameters upon their arrival in a country.

The RTC is now fully dependent upon the Grantee's Department of Economic Planning and Statistics for general office services, supplies, and equipment. Use of a telex machine to send communications concerning especially meetings and studies is absolutely essential and is presently constrained by limited access to one machine in the Ministry of Finance. A telex machine, however, will be installed in the Department within the next several months, and funds have been budgeted for its rental for two years and for the recurrent costs of sending messages. The Grantee will assume the rental costs in the third year and will share the recurrent costs in each year of the project. The RTC has also requested procurement of data processing hardware and software to compile the Inventory of Regional Training Programs. It is proposed to place the computer in the Social Science Research Unit at the University of Swaziland to maximize its utility. A documentation specialist now assigned to the Unit will spend at least three days per week on the Inventory, filing and updating information, and supervising the publication of an Inventory Handbook about every six months. The specialist will also handle all correspondence and requests for information on student exchanges related to the Inventory. Office supplies (telex tapes, photocopying paper, etc.) and equipment, including two typewriters and photocopiers, will also be procured with project funds.

C. Administration and Procurement

1. The Grantee.

The Grant will be administered by the Regional Training Council (RTC), on behalf of the Grantee. Funds will be handled as follows:

- a. A Quarterly advance of the A.I.D. contribution except for consultant costs, will be made to the RTC for deposit in a special account once the USAID Controller has assured himself that an accounting system is in place and properly staffed and trained.
- b. Upon receipt of a satisfactory financial report on the use of such funds for project purposes, A.I.D. will provide an additional advance. Reporting will be on a monthly basis.

The Grantee will purchase all project commodities and library materials as well as printing services. Airline tickets for all conference participants will be purchased by the Grantee. For such purchases, the Grantee will use its own procurement procedures as modified by the requirements of procurement regulations applicable to AID-financed projects, which shall be the subject of a Project Implementation Letter. No more than reasonable prices will be paid for any goods or services financed, in whole or in part, under the Grant. Such items will be procured on a fair and, to the maximum extent practicable, on a competitive basis.

2. A.I.D.

The USAID/Zimbabwe Regional Development Officer will be responsible for overall management of the Project on behalf of A.I.D. Project implementation will be monitored by A.I.D. through the Regional Development Officer and the USAID Mission to Swaziland. In addition to general project support, USAID/Swaziland is responsible for financial management of the Project on behalf of A.I.D. USAID/Swaziland shall be responsible for disbursing of Project funds and for providing guidance and control over use of Project funds through Project Implementation Letters to be issued from time to time. It is anticipated that consultants will primarily be procured through existing A.I.D. Indefinite Quantity Contracts and Cooperative Agreements.

3. Reporting and Evaluation

The Grantee will submit quarterly financial and project status reports to USAID/Swaziland Controller. The contents of such reports shall be the subject of a Project Implementation Letter.

There will be one evaluation of this project, approximately fifteen (15) months after project start.

4. Special Provisions

a. Incremental Nature of Project

- (1) A.I.D.'s contribution to the Project will be provided in increments, the initial one being made available in accordance with Section 4.b. below. Subsequent increments will be subject to availability of funds to A.I.D. for this purpose, and to the mutual agreement of the Parties, at the time of a subsequent increment, to proceed.
- (2) Within the overall Project Assistance Completion Date stated in this Agreement, A.I.D., based upon consultation with the Grantee, may specify in

Project Implementation Letters appropriate time periods for the utilization of funds granted by A.I.D. under an individual increment of assistance. It is anticipated that, subject to the provisions of this Section, A.I.D. total contribution to this Project will be One Million, Four Hundred Thousand U.S. Dollars (\$1,400,000.00).

b. The Grant

To assist the Grantee to meet the costs of carrying out the Project, A.I.D., pursuant to the Foreign Assistance Act of 1961, as amended, agrees to grant the Grantee under the terms of this Agreement not to exceed Nine Hundred and Thirty-Six Thousand United States ("U.S.") Dollars (\$936,000) (Grant).

The Grant may be used to finance foreign exchange costs and local currency costs, as defined in Project Implementation Letters, of goods and services required for the Project.

Commodities financed by A.I.D. under the Project shall have their source and origin in Swaziland or the United States, except as A.I.D. may otherwise agree in writing. Except for ocean shipping, the suppliers of commodities or services shall have Swaziland or the United States as their place of nationality, except as A.I.D. may otherwise agree in writing. Ocean shipping financed by A.I.D. under the Project shall, except as A.I.D. may otherwise agree in writing, be financed on flag vessels of the United States.

c. Grantee Resources for the Project

- (1) The Grantee agrees to provide or cause to be provided for the Project all funds, in addition to the Grant, and all other resources required to carry out the Project effectively and in a timely manner.
- (2) The resources provided by the Grantee for the Project will not be less than the equivalent of One Hundred, Fifty-Seven Thousand U.S. Dollars (\$157,000.00), including costs borne on an "in-kind" basis.

d. Conditions Precedent to Disbursement

- (1) First Disbursement. Prior to the first disbursement under the Grant, or to the issuance

by A.I.D. of documentation pursuant to which disbursement must be made, the Grantee will, except as the Parties may otherwise agree in writing, furnish to A.I.D. in form and substance satisfactory to A.I.D.:

The names of the persons acting for the Grantee under this Grant and a specimen signature of each such person.

- (2) Notification. When A.I.D. has determined that the conditions precedent specified have been met, it will promptly notify the Grantee.
- (3) Terminal Date for Conditions Precedent. If all of the conditions specified above have not been met within 90 days from the date of this Agreement, or such later date, as A.I.D. may agree to in writing, A.I.D., at its option, may terminate this Agreement by written notice to the Grantee.

e. Special Covenant.

Within Ninety (90) days from signing of this Agreement the Regional Training Center shall submit to A.I.D. a work plan for the first year of assistance. The Regional Training Center shall thereafter submit work plans to A.I.D. on an annual basis.

f. Air Transportation.

Transportation by air, financed under the Grant, of property or persons, will be on carriers holding United States certification to the extent service by such carriers are available. Details on this requirement will be described in a Project Implementation Letter.

g. Special Account.

The Regional Training Center will set up a special account for administration of A.I.D. Grant funds under this Grant, except for those funds provided for consultants.

**BEST AVAILABLE DOCUMENT**

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TABLE II.A

TECHNICAL SUPPORT TO THE SADCC REGIONAL TRAINING COUNCIL

<u>BUDGET LINE ITEM</u>	<u>(SWAZILAND)</u>					
	<u>(\$000)</u>					
	<u>FY 1984</u>		<u>FY 1985</u>		<u>TOTAL</u>	
	<u>AID</u>	<u>GOS</u>	<u>AID</u>	<u>GOS</u>	<u>AID</u>	<u>GOS</u>
RTC Meetings	67.2	-	33.6	-	100.8	-
Technical experts meetings	168	-	84	-	252	-
Inventory meetings	50.4	-	33.6	-	84	-
Conference equipment	30	-	-	-	30	-
Conference staff support	3	10	1.5	5	4.5	15
RTC staff support	26	24		25	26	49
Short-term technical services (U.S. & African)	337.5	-	202.5	-	540	-
RTC missions	54	-	36	-	90	-
Data processing equipment (including servicing)	30	-		-	30	-
Communications	38	52	18	27	56	79
- telex rental	(2)	(-)	(-)	(1)	(2)	(1)
- recurrent costs (telex)	(36)	(36)	(18)	(18)	(54)	(54)
- telephone	(-)	(16)	(-)	(8)	(-)	(24)
Documentation equipment and printing	30.9	-	4.2	-	35.1	-
Office supplies	16	-	8	-	24	-
Sub-Total	851	86	421.4	57	1,272.4	143
Inflation/Contingency (10%)	85	8	42.6	6	127.6	14
TOTAL	936	94	464	63	1,400	157

Note Attachment 1 sets forth an illustrative Budget for the Project. AID funds are available to support any item within the various categories of costs. The Grantee may adjust any category upwards or downwards by 15%, provided that the total amount of the AID Grant is not exceeded.