

To Mr. Beans 12/22/92

PD-ABI-715

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U.S. AGENCY FOR
INTERNATIONAL
DEVELOPMENT

DEC 3 1992

Mr. Kevin Henry
CARE
660 First Street
New York, NY 10016

Subject: Gran. No. AOT-1006-G-00-3013-00

Dear Mr. Henry:

Pursuant to the authority contained in the Foreign Assistance Act of 1961, as amended, the Agency for International Development (hereinafter referred to as "A.I.D." or "Grantor") hereby provides to Cooperative for American Relief Everywhere (hereinafter referred to as "CARE" or "Grantee") the sum of Seventy Thousand Six Hundred Forty Seven Dollars (\$70,647.00) to pay internal shipping, handling and management of plastic sheeting and blankets for its program to the displaced in Sudan, as more fully described in Attachment 1 of the Grant entitled "Schedule" and the CARE application entitled "Project Proposal Assistance to Displaced Persons by OFDA/USAID - Sudan" undated, which is incorporated herein by reference.

This Grant is effective and obligation is made as of the date of this cover letter and shall apply to commitments and expenditures made and/or incurred by the Grantee in furtherance of the program objectives during the period November 1, 1992 through October 31, 1993.

This Grant is made to the Grantee on condition that the funds will be administered in accordance with the terms and conditions as set forth in Attachment 1, the Schedule; Attachment 2, Standard Provisions; Attachment 3, Additional Standard Provisions; and the Grantee's application, referenced above, which have been agreed to by your organization.

The total estimated amount of A.I.D. support is \$70,647.00, which is hereby obligated. A.I.D. shall not be liable for reimbursing the Grantee for any costs in excess of the obligated amount.

Please acknowledge receipt of this Grant by signing all copies of this cover letter, retaining one set for your files, and returning the remaining copies to Ms. Amanda Downing, Agency for International Development, OFDA/OS, Room 1262A NS, Washington, DC 20523-0008.

Sincerely,



Stephen A. Dean
Grant Officer
A Division/AOT Branch
Office of Procurement

Attachments:

1. Schedule
2. Standard Provisions
3. Additional Standard Provisions

ACKNOWLEDGED:

COOPERATIVE FOR AMERICAN RELIEF EVERYWHERE

BY: _____



TYPED NAME: Marc Lindenberg

TITLE: Senior Vice-President, Program

DATE: December 7, 1992

FISCAL DATA

PIO/T No.	: 968-1006-93-13-3684050
Appropriation Number	: 72-11X1035
Budget Plan Code	: EFDX-93-16830-HG41
Total Estimated Cost	: \$70,647.00
Total Obligated Amount	: \$70,647.00
Project Office	: OFDA/DRD
Funding Source	: OFDA/DRD
DUNS No.	: 001-79-3082
E.I. No.	: 13-1685039

SCHEDULE

A. Background

There has been on-going civil strife in Sudan for the past several years. Government forces and rebel groups have been involved in sporadic fighting in several areas of Southern Sudan. People living in these areas are very severely affected by these fightings. Most of them, having lost their houses, belongings, means of livelihood, and under threat to their lives, have moved to other areas in the country, particularly to the Kordofan, Darfur and Khartoum States. It is estimated that approximately 1.5 million persons have arrived in Displaced Persons camps in these three states. The influx into these camps continues to increase in view of the escalation of the conflict.

The normal family size in the Displaced Persons camps is estimated to be seven members--two adults and five children. The minimum requirement of this family is determined as three blankets and plastic sheeting of the size of 52' x 6' to cover a shelter of 10' long x 8' wide 6' high on four sides and the roof. 1,000 rolls of plastic sheeting and 90,000 blankets are required to meet the needs of recent arrivals and arrivals anticipated between November 1, 1992 and October 31, 1993.

OFDA has arranged for provision of these commodities from their stockpiles and has arranged shipment to the Port of Sudan for arrival approximately November 19, 1992.

B. Purpose of Grant

1. The purpose of this Grant is to provide the funding necessary to support CARE in the internal transport, management, and distribution of OFDA-donated commodities, specifically 1,000 rolls of plastic sheeting and 90,000 blankets, to displaced persons located in Kordofan, Khartoum and Darfur.

2. Specifically, CARE will:

- Take receipt of the commodities at the Port of Sudan; arrange and pay for internal transport, handling and management of the commodities.
- Store the commodities in their warehouses and provide staff to handle internal transfer to other NGOs and to properly account for the disposition of the commodities.

C. Period of Grant

1. The effective date of this Grant is the date of the Grant Cover Letter and the completion date is October 31, 1993.
2. Funds obligated hereunder are available for expenditures for the period November 1, 1992 through October 31, 1993.

D. Amount of Grant and Payment

1. The total amount of this grant for the period shown in Section C.1 above is \$70,647.
2. A.I.D. hereby obligates the amount of \$70,647.00 for project expenditures during the period set forth in Section C.2 above and as shown in the Grant Budget in Section E.
3. Payment will be made to the Grantee in accordance with procedures set forth in Attachment 3--the Additional Standard Provision No. 1 entitled "Letter of Credit".

- a. The Grantee shall submit the required documentation to the following address:

Agency for International Development
Office of Financial Management
Room 703, SA-2
Washington, DC 20523-0209

- b. In addition, one copy of all financial reports shall be submitted to the A.I.D. Project Officer, Greg Gottlieb, or his designee, at the following address:

Greg Gottlieb
FHA/OFDA/DRD
Room 1262A N.S.
Washington, DC 20523-0008

E. Grant Budget

The following is the budget for this Grant. The Grantee may not exceed the total obligated amount. The Grantee may adjust line item amounts within the grand total as may be reasonably necessary for the attainment of project objectives, consistent with restrictions cited in Attachment 2 - Standard Provision 4 of this Grant Entitled "Revision of Grant Budget"

Line Item		
I. Personnel		
International		
Logistics Coordinator		
a) Salary	\$ 7,500	
b) Benefits	2,475	
National		
Salaries		
a) Asst. Storekeeper	720	
b) Guards (3)	2,160	
c) Secretary	3,060	
Benefits		
(33% of salaries)	956	
	<hr/>	\$14,117
II. Materials and Equipment		
Table	100	
Chairs (1)	100	
Table Fan	50	
Water Cooler	50	
Misc.	50	
	<hr/>	\$ 350
III. Vehicle Maintenance	3,000	\$ 3,000
IV. Stationery		
Waybills, Registers, Paper, Pads, etc.	500	\$500
V. Port Clearance		
Clearance & Handling	3,300	
Misc.	500	
VI. Transportation		
Primary	26,250	
Secondary		
a) Truck Loads (34)	11,000	
b) Loading & Unloading	840	
	<hr/>	\$ 28,090

VII. WAREHOUSE/STORAGE		
Warehouse Space (Open)	2,520	
Handling	280	
	<hr/>	\$ 2,800
Total Direct Cost		\$ 65,657
VIII. Indirect Cost		<hr/> 4,990
TOTAL GRANT:		\$ 70,647

F. Reporting

1. Financial Reporting

a. Financial reporting requirements shall be in accordance with the Additional Standard Provision No. 1 of this Grant entitled "Payment - Letter of Credit", as shown in Attachment 3.

b. The original and two copies of all financial reports (Financial Status Report Form 269) shall be submitted to the Office of Financial Management, whose address is listed in Section D.3.a. of this Schedule.

c. In addition, three (3) copies of all financial reports shall be submitted to the Project Officer, or his designee, whose address is listed in Section D.3.b. of this Schedule.

d. Each financial report shall include:

PIO/T Number : 968-1006-93-13-3684050
Project Number : 968-1006
Project Name : CARE: Plastic Sheeting and
Blankets for Displaced in Sudan
Grant Number : AOT-1006-G-00-3013-00
Project Office : FHA/OFDA/DRD

2. Program Evaluation Reporting

a. The Grantee shall submit a monthly progress report and a final report. The final report shall indicate receipt and release of the materials and financial accounting. The monthly reports should document progress vis-a-vis program objectives, problems encountered, corrective procedures that were followed, significant program development during the period, and projected accomplishments for the coming period. Analysis and

explanation of actual unit costs versus budgeted costs should also be included here. Two copies of each program performance report should be submitted to OFDA. The final report shall not be received by OFDA later than 90 days after termination of the project.

b. The Grantee shall inform A.I.D./FHA/OFDA of events which may occur during the project implementation. For example, problems, delays, or adverse conditions which may materially affect the ability to attain program objectives and thereby prevent the meeting of time schedules and goal, or preclude the attainment of the project work. Notification may be by any means of communication.

c. If any evaluation report conducted by the Grantee discloses the need for a change in the budget in accordance with the criteria established in Standard Provision 4 of this Grant entitled "Revision of Grant Budget" the Grantee shall submit a request for budget revision.

G. Indirect Expense Rate

Pursuant to the Additional Standard Provisions of this Grant entitled "Negotiated Indirect Cost Rates--Provisional", a rate or rates shall be established for each of the Grantee's accounting periods which apply to this Grant. Pending establishment of revised provisional or final indirect cost rates for each of the Grantee's accounting periods which apply to this Grant, provisional payments on account of allowable indirect costs shall be made on the basis of the following negotiated provisional rate applied to the base, which is set forth below:

<u>TYPE</u>	<u>RATE</u>	<u>BASE</u>	<u>PERIOD</u>
Provisional	7.6%	see (a) below	7/1/91 until amended

(a) Total direct costs less exchange fluctuations; less ocean freight; less non-cash donations including agricultural commodities, ocean freight and contributions in-kind, and less U.S. Government grants that due to legal restrictions do not permit indirect cost recovery.

Should final rates result in upward adjustments, payment of such upward adjustments would only be allowable within the total obligated amount of the Grant.

H. Special Provisions

1. Title to Property

(a) Property provided herein shall be handled pursuant to Additional Standard Provision No. 20 entitled "Title to and Use of Property (Grantee Title) in Attachment 3 of this Grant.

Grantee is provided with the following government furnished property under the terms of this Grant:

90,000 relief blankets
1,000 rolls of plastic sheeting

Notwithstanding the requirements of Additional Standard Provision No. 20, the Grantee will provide the Grant Officer a complete inventory of applicable property on a quarterly basis and request disposition instructions from the Grant Officer for all property at the completion of the Grant.

2. Due to the emergency nature of the program and the need to respond quickly to changing situations and pursuant to Section 491 of the FAA, as amended, the geographic code for procurement of goods and services is authorized as "935" (Special Free World) including the Host Country.

3. Delivery of Notices. For purposes of "Notices" delivered to the A.I.D. Grant Officer, pursuant to the Standard Provision 13 of this Grant entitled "Notices", the following address shall be used:

a. Regular U.S. Mail

Grant Officer
Agency for International Development
Office of Procurement
Overseas Division - Africa
Washington, DC 20523-1425

b. Express Mail or Hand Delivery

Grant Officer
Agency for International Development
Office of Procurement
Overseas Division - Africa
15th Floor Receptionist
1100 Wilson Blvd.
Arlington, VA 22209

4. Zip Codes. Use the following nine-digit zip codes instead of the five digit codes shown in the Standard Provisions and Additional Standard Provisions.

<u>Standard Provision</u>	<u>Zip Code</u>
Disputes Clause	20523-0051
Payment - Letter of Credit	20523-0209
Procurement of Goods and Services	20523-1414

(end of schedule)