

UNITED STATES OF AMERICA  
AGENCY FOR INTERNATIONAL DEVELOPMENT

REGIONAL ECONOMIC DEVELOPMENT SERVICES OFFICE  
FOR EAST AND SOUTHERN AFRICA (REDSO/ESA)

United States Postal Address  
U.S.A.I.D./REDSO/ESA  
UNIT 64102  
APO AE 09831-4102

International Postal Address

POST OFFICE BOX 30261  
NAIROBI, KENYA

July 1, 1994

Robin Slade  
Project Manager  
SALTICK  
P.O. box 301  
Isiolo  
Kenya

Subject: Cooperative Agreement No. 623-0236-G-00-4052-00

Dear Mr. Slade:

Pursuant to 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 Semi Arid Lands Training and Livestock Improvement Centers of Kenya (hereinafter referred to as SALTICK or "Recipient") the sum of One Hundred and Eighty Four Thousand and Forty Dollars (\$184,040) to provide support for a project that will develop the capacity of the pastoralist community of northern rangelands, to fully exploit and benefit from resources available in the rangelands, for the Projects Office, USAID/Kenya, as more fully described Attachment I, entitled "Schedule" and Attachment II entitled "Program Description."

This Cooperative Agreement is effective and obligation is made as of the date of this Cooperative Agreement letter and shall apply to commitments made by the Recipient in furtherance of program objectives for the indicated period set forth in Section B.2. of Attachment I of this Agreement. Commitments made by the Recipient shall not extend beyond the indicated period.

This Cooperative Agreement is made to the Recipient on condition that the funds will be administered in accordance with the terms and conditions as set forth in this Cover Letter, Attachment I entitled "Schedule", Attachment II entitled "Program Description", and Attachment III entitled "Standard Provisions", which together constitute the complete Cooperative Agreement document and have been agreed to by your organization.

Please sign the original and five (5) copies of this letter to acknowledge your acceptance of this Cooperative Agreement, retain one copy for your records, and return the original and four (4) copies to the undersigned.

Sincerely,



Richard F. Webber  
Agreement Officer  
REDSO/ESA

Attachments:

- I. Schedule
- II. Program Description
- ~~III. Standard Provisions~~

ACKNOWLEDGED:

SALTLICK:

BY:                     R. P. Slade                    

TYPED NAME:           R P SLADE                    

TITLE:           PROJECT COORDINATOR                    

DATE:           4/7/1994                    

**FISCAL DATA**

A. General

Total Estimated Amount:	\$184,040
Total Obligated Amount:	\$184,040
Project No.:	615-0236
Project Office:	Projects, USAID/Kenya
Funding Source:	USAID/Kenya
PIO/T No.:	615-0236-3-40044
Appropriation:	72-114/51014
BPC:	GSS4-94-21615-KG13

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ATTACHMENT I

SCHEDULE

**A. PURPOSE OF THIS COOPERATIVE AGREEMENT**

The purpose of this Cooperative Agreement is to develop the capacity of the pastoralist community and improve the productivity of northern Kenya rangelands, as more fully described in Attachment II of this Agreement entitled "Program Description".

**B. PERIOD OF COOPERATIVE AGREEMENT**

The effective date of this Cooperative Agreement is the date of the Cover Letter and the estimated completion date is April 30, 1995. Funds obligated hereunder are authorized for program expenditures and are anticipated to be sufficient for such period.

**C. AMOUNT OF COOPERATIVE AGREEMENT AND PAYMENT**

1. The total estimated amount of this Cooperative Agreement for its full period, as set forth in Section B. above, is \$184,040.
2. A.I.D. hereby obligates the amount of \$184,040 for the purposes of this Cooperative Agreement during the indicated period set forth in Section B. above and shown in the Financial Plan below, thereby fulfilling USAID's funding requirements. USAID shall not be liable for reimbursing the Recipient for any costs in excess of the obligated amount.
3. Payment shall be made to the Recipient in accordance with procedures set forth in the Standard Provision of this Cooperative Agreement entitled "Payment - Periodic Advance", as shown in Attachment III.

**D. COOPERATIVE AGREEMENT BUDGET**

1. The following is the Budget for this Cooperative Agreement. The Recipient may not exceed the total estimated amount or the obligated amount, whichever is less (see Section C. above). Except as specified in the Standard Provision of this Cooperative Agreement entitled "Revision of Grant Budget", as shown in Attachment III, the Recipient may adjust line item amounts as may be reasonably necessary for the attainment of program objectives.

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2. Budget

<u>Cost Element</u>	<u>USAID</u>	<u>Amount SALTCLICK</u>	<u>TOTAL</u>
a. <u>Personnel:</u>			
Coordinator			
Promoter			
two Animal			
Health Assistants			
Typist			
Veterinary Officers			
two guards			
Accountant			
	29,020	15,900	44,920
b. <u>Travel and Per Diem</u>			
Staff			
Training			
	3,600	1,200	4,800
c. <u>Training</u>			
Courses, tours			
Curriculum Development			
Demonstrations			
	24,120	6,920	31,040
d. <u>Equipment/Commodities/Supplies</u>			
Office Supplies			
Veterinary supplies			
Cool Boxes			
Audio visual Equipment			
Flipcharts			
Photocopier			
Generator			
	22,300	29,940	52,240
e. <u>Vehicle Purchase</u>			
two (2) 4 wheel drive			
	80,000	14,400	94,400
f. <u>Housing/Construction</u>			
Ranch AID Store			
Staff housing three (3)			
Well rehabilitation			
	-0-	35,120	35,120
g. <u>Evaluation/Audit</u>			
	8,000	-0-	8,000
h. <u>Other Costs</u>			
Market Surveys/			
Infrastructure			
Consultancies- systems			
development			
	17,000	2,000	19,000
<u>TOTAL PROGRAM COSTS</u>	184,040	105,480	289,520

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

#### **E. REPORTS**

##### **1. Financial Reporting**

a. Financial reporting requirements shall be in accordance with the Standard Provision of this Cooperative Agreement entitled "Payment - Periodic Advance", as shown in Attachment III.

b. All financial reports shall be submitted to the Office of the Controller, USAID/Kenya, P.O. Box 30261, Nairobi. In addition, three copies of all financial reports shall be submitted to the USAID Project Office specified in the Cover Letter of this Cooperative Agreement.

c. In addition to the financial requirements of the Standard Provision applicable to the Cooperative Agreement with regard to payment, the Recipient will submit directly to the Office of the Controller, USAID/Kenya, a copy of its "Financial Status Report" (SF-269) along with a copy of a comprehensive financial report on a monthly basis.

Also, in order to comply with USAID's "Buy America" policy and the reporting requirements with regard to the source and origin of procurements, the Recipient will also provide the Office of the Controller, USAID/Kenya with a breakdown by both source and origin of expenditures contained within each of their financial statements. Source and origin data will be expressed as one of the AID Geographic Codes.

d. An audit will be conducted at the end of the Cooperative Agreement in accordance with the standard provisions of OMB Circular A-133 for grants or cooperative agreements. Under new audit requirements all non-U.S. and non-governmental grantees and subgrantees/contractors receiving \$100,000 per year or more of AID funds in any one calendar year under an Grant, are required to have an independent audit performed of the Cooperative Agreement in order to determine whether the receipt and expenditure of the funds provided under the Cooperative Agreement are presented in accordance with

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generally accepted accounting principles and whether the grantee has complied with the terms of the Cooperative Agreement. The independent auditor must be selected in accordance with the "guidelines for financial audits contracted by foreign recipients" issued by the AID Inspector General and the audit must be performed in accordance with the "guidelines." Copies of guidelines have been sent to local CPA firms and will be sent to all participating subgrantees/contractors. Local firms will be identified by USAID and certified by RIG/A in Nairobi. It is expected that the Recipient will conduct a single audit, encompassing subgrants/contractors funded, in compliance with this requirement. Office of the Controller, USAID/Kenya will coordinate the audit activities for USAID.

**2. Technical Reporting**

**a. Quarterly Reports**

The Recipient shall submit three copies of quarterly program performance reports, which coincide with the financial reporting periods described in section E.1. above, to the Projects Office, USAID/Kenya. These reports shall be submitted within 30 days following the end of the reporting period, and shall briefly present the following information: project progress and on problems encountered to date in achievement of the Cooperative Agreement's objectives, 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 August 30, 1994.

**b. Final Report**

The Recipient shall submit a final progress and financial report that shall 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 Cooperative Agreement.

**3. Special Reports**

Between the required program performance reporting dates, events may occur that have significant impact upon the program. In such instances, the Recipient shall inform USAID as soon as the following types of conditions become known:

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1. 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 USAID assistance needed to resolve the situation.

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

3. If any performance review conducted by the Recipient discloses the need for change in the budget estimates in accordance with the criteria established in the Standard Provision of this Cooperative Agreement entitled "Revision of Grant Budget", the Recipient shall submit a request for budget revision to the Agreement Officer and the Projects Office, USAID/Kenya.

**The Recipient agrees to consult with the Projects Office, USAID/Kenya concerning further details for submitting financial reports and estimates.**

**F. TITLE TO PROPERTY**

Title to property acquired hereunder shall vest in the Recipient. The Standard Provision of this Cooperative Agreement entitled "Title To and Use of Property (Grantee)" applies. Use, accountability, and disposition of property acquired hereunder shall be in accordance with said Standard Provision.

**G. AUTHORIZED GEOGRAPHIC CODE**

Geographic code 935 will apply to this Cooperative Agreement except as A.I.D. might otherwise agree in writing.

**H. SPECIAL PROVISIONS**

**1. Conditions Precedent to Disbursement**

- a. Following the recommendation of a USAID management assessment team report, no funds shall be disbursed to SALTICK until an Accountant/Administrator has been hired and is in place. SALTICK will advise USAID in writing once this condition has been met.

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- b. Completion of the enclosed statutory and regulatory requirements relating to 1. Suspension and Debarment, 2. Drug Free Workplace Requirements and 3. Restrictions on Lobbying. SALTICK shall will return the said requirements, signed appropriately to the Agreement Officer.

## 2. Evaluation

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

### I. SUBSTANTIAL INVOLVEMENT UNDERSTANDING

It is understood and agreed that there will be substantial involvement by USAID/Kenya. This involvement will be in the form of:

1. Review and approval of the selected accountant by USAID/Kenya, prior to final commitment by SALTICK to the individual for employment with SALTICK. The accountant shall submit an initial work plan, to be reviewed and approved by USAIA/Kenya.
2. Review and approval of the financial and administrative (personnel, travel, procurement and property managment systems) for SALTICK, that are to be completed by September 30, 1994. Subsequent to the approved work plan for the accountant (I.1 above), the accountant shall submit monthly reports detailing steps taken and to be taken to put said systems "in place" at SALTICK.

### J. RESOLUTION OF CONFLICTS

Conflicts between any of the Attachments of this Cooperative Agreement shall be resolved by applying the following descending order of precedence:

Attachment I - Schedule  
Attachment III - Standard Provisions  
Attachment II - Program Description

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ATTACHMENT II

PROGRAM DESCRIPTION

A. Background

SALTLICK was established in 1982 as a Kenyan Private Voluntary Organization (PVO), and was recently registered with USAID as a PVO, whose purpose is to educate people in semi-arid areas of Kenya with skills and advantages of improving their livestock and conserving soil through better livestock and animal husbandry practices, and improved dryland agriculture practices. SALTLICK's philosophy is to use an integrated approach towards the development of the pastoralist communities. The SALTLICK management experiences in Kajiado and other Arid and Semi Arid Lands (ASAL) districts show that piecemeal infrastructure development efforts for the pastoralist by outsiders do not alleviate the problems.

B. Goal and Purpose

The purpose of the Cooperative Agreement is to develop the capacity of the pastoralist community and improve the productivity of northern Kenya rangelands. The Cooperative Agreement's end of program goals are as follows:

Development and equipment of a veterinary supplies store and sales and supply systems;

Establishment of outreach centers that will provide veterinary support services and promote training;

Development of a curriculum and organization of short training courses and tours for pastoralists in livestock management and marketing; and

Development of a marketing infrastructure, i.e., by establishment of auctioneer stands at four locations. Fully developed and tested a training curriculum;

Trained 350 people in livestock management and community leadership;

Established 3 livestock market centers;

Reached 1,800 people in Community awareness raising sessions;

Sold veterinary supplies worth Ksh. 600,000.

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