

PD-ABJ-720



United States Agency for International Development

Contract Information Management System (CIMS)

ISA 91342

DIRECT ACTION DATA FORM FOR GRANTS & COOPERATIVE AGREEMENTS

1. Basic Award Number 674-0301-G-SS-4016

2. Recipient Name Stigmatine Welfare Association

3. Award Description (This description will be seen by high level Agency officials, as well as members of Congress.) The recipient shall assist local residents in Bophutswana in obtaining their identity documents so that they can vote in the 1994 election.

4. Principal Place of Performance Bophuthatswana, South Africa

5. Benefiting Country South Africa

6. Project Officer Office Symbol: USAID/SA/GDO/CDD Name (Last, First): Pillay, Surykumarie

7. Grant Agreement Type [] A. Disaster Assistance [] B. American Schools & Hospitals Abroad (ASHA) [x] C. Other Than Those Listed Above [] D. Title XII Authority

8. Basic Purpose [X] A. Tech. Services to Host Country [] B. Commodities [] C. Train. Services to Host Country [] D. Research [] E. Arch. & Engineering Services [] F. Construction

7a. Extent Completed [] E. Completed by the Technical Office [] F. Completed by the Contracting Office [x] G. Not competed (unsolicited proposal) [] H. Not competed (predominant capability, etc.)

9. Taxpayer Identification Number N/A

10. Business Organization Type [] A. Corporation [] B. Individual [] C. University or College [] Z. Other [] D. Historically Black College or University [] E. Educational Organization (other than University or College) [] F. International Center [] G. Research Organization (other than International Center) [x] H. Voluntary Organization [] I. Foundation [] J. Hospital [] N. Hispanic American College or University

11. If U.S. University, Host Country Institution N/A

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12. If obligated amount is in local currency, provide U.S. Dollar amount \$10,000

13.a. Negotiator (Last, First, MI) Wendel, Dennis

13.b. Signature [Handwritten Signature]

14.a. Contract Officer (Last, First, MI) Dean, Leslie

14.b. Signature [Handwritten Signature]

COPY OF AWARD DOCUMENT MUST BE ATTACHED TO THIS FORM

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PD-ABJ-720

UNITED STATES AGENCY FOR INTERNATIONAL DEVELOPMENT

USAID/SOUTH AFRICA



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Father Lino Vinco
Stigmatine Welfare Association and the
Community of Education for Democracy
c/o Catholic Church Maboloka
P.O. Box 1283
Brits
0250

Subject: South Africa Community Outreach and Leadership
Development (COLD) Project; Grant Agreement with
Stigmatine Welfare Association; Agreement No. 674-0301-
G-SS-4016-00

Dear Fr. Vinco:

Pursuant to the authority contained in the Foreign Assistance Act of 1961, as amended, and the South African Democratic Transition Support Act of 1993, the Agency for International Development (hereinafter "USAID") hereby enters into this Grant Agreement (hereinafter "Agreement" or "Grant") with Stigmatine Welfare Association and its associate organization the Community of Education for Democracy (hereinafter "CED" or the "Grantee") and obligates the sum of \$10,000 to provide support for a program described in Attachment 1, entitled "Schedule," and Attachment 2, entitled "Program Description," of this Agreement.

This Agreement is effective and obligation is made as of the date this letter is signed by an authorized USAID representative. The Agreement and obligation shall apply to commitments made by the Grantee in furtherance of program objectives during the period beginning on the effective date of this letter and ending August 31, 1994.

This Agreement is entered into with the Grantee on the condition that the funds will be administered in accordance with the terms and conditions set forth in Attachment 1, "Schedule," Attachment 2, "Program Description," Attachment 3, "Standard Provisions," Attachment 4, "Disbursement of and Accounting for Agreement Funds," Attachment 5, "A.I.D. Geographic Code 935 List," and Attachment 6, "Grantee Certifications". This letter and the six attachments just described, which have been agreed to by your organization, constitute the Agreement.

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We request that you and a member of the Board of Trustees of the Community of Education for Democracy, sign the original and one (1) copy of this letter and then return the original to USAID/South Africa.

Sincerely,



Leslie A. Dean
Director

Date: Jan 6, 1994

ACKNOWLEDGED AND ACCEPTED

Stigmatine Welfare Association and
Community for Education of Democracy

By: Fr. Lino Vinco
Title: Coordinator for SWA and CED
Date: _____

By: Mr. Solly Baloyi
Title: Chairman of CED
Date: _____

Attachments:

1. Schedule
2. Program Description
3. Standard Provisions and Additional Provisions as Applicable
4. Disbursement of and Accounting for Agreement Funds
5. A.I.D. Geographic Code 935 List
6. Grantee Certifications (Grantee Signatures Required)

ATTACHMENT 1
SCHEDULE

I. OVERVIEW OF AGREEMENT

The primary goal of the Community of Education for Democracy (CED) organized under the Stigmatine Welfare Association is to assist local residents of the Maboloka, Jericho District, Bophuthatswana to obtain their identity documents so as to enable them to vote in the April 1994 national election.

II. PERIOD OF AGREEMENT

The effective date of this Agreement is the date the cover letter is signed by an authorized USAID representative. Unless otherwise agreed to by USAID in writing, the expiration date is August 31, 1994, meaning that no USAID funds under this Agreement shall be applicable to goods not furnished or services not performed for the program by this date.

III. AGREEMENT FUNDING AND PAYMENT

A. USAID hereby obligates the amount of \$10,000 for eligible program expenditures under this Agreement.

B. Payment shall be made to the Grantee in accordance with procedures set forth in Attachment 4 "Disbursement of and Accounting for Agreement Funds."

C. Additional funds up to the total amount of the Agreement as shown in Section III.A., above, may be obligated by USAID subject to the availability of funds, the agreement of the Parties hereto to proceed with the Grant program, and to the requirements of the Mandatory Standard Provision, Attachment 3 to the Agreement, paragraph 4 entitled "Revision of Grant Budget."

IV. FINANCIAL PLAN

A. Financial Plan

The Financial Plan for funds obligated under this Agreement is set forth in Table 1 below. Revisions of this Plan shall be made in accordance with Mandatory Standard Provision 4 of this Agreement, located in Attachment 3 and entitled "Revision of Grant Budget." The Grantee is authorized a 15% deviation between line items, provided that USAID is notified in writing of such budget changes in the Grantee's following Disbursement Report. However, any deviation in excess of 15%, or any increase in the total Grant, must be approved in advance in writing by the Director, USAID/South Africa.

Set forth in Attachment 2, Section VI., is a Detailed Illustrative Financial Plan. This Attachment 2, Detailed Illustrative Financial Plan incorporates the planned total A.I.D. contribution over the life of the Grant.

Table 1
Financial Plan
South African Rand (SAR)

<u>Item</u>	<u>Total</u>
Compensation (salaries)	23,000
Travel and Per Diem	3,900
Office Administration	3,100
Total	R30,000

B. Level of Assistance

The total Rand amount in the Financial Plan (Table 1) above is the maximum Rand amount available under this Agreement. The conversion rate from U.S. Dollars will be the prevailing rate at the time of conversion as determined by the Controller, USAID/South Africa. To determine the U.S. Dollar amount of disbursements to the Grantee under the Agreement, an exchange rate of R3.25 to one (1) U.S. Dollar will be used. Notwithstanding the above, in no event will the total Rand amount provided to the Grantee under the Agreement exceed the obligated Dollar amount provided for in Section III. A., above.

Due to exchange rate fluctuations, the total amount of Rands available after converting the total obligated U.S. Dollar amount into Rands may exceed the Rand Budget. If the Grantee desires to use such excess Rands to finance additional eligible program expenses, it may submit to USAID a written proposal for use of such funds. If USAID is in agreement with the Grantee's proposal, the Agreement may be modified to provide for the authorized expenditures. USAID reserves the right to deobligate any Dollars in excess of those needed to fund the Rand Budget. However, should changes in the exchange rate result in fewer South African Rands being available than budgeted for, the Grantee will be responsible for financing the shortfall, since the U.S. Dollar amount prevails.

V. REPORTING

The Grantee will submit to USAID, in a timely manner, a written, final progress report on activities funded and general performance under the Agreement. The content of the reports will be mutually agreed upon by the Parties but should include a brief description of program accomplishments and a discussion of any

problems encountered and how they were resolved.

VI. ADMINISTRATIVE SUPPORT COSTS

Administrative support costs are provided for activities funded under this Grant as specified in the Financial Plan.

VII. TITLE TO PROPERTY

Title to all property purchased under this Agreement shall vest in the Grantee in accordance with the terms of Attachment 3, Additional Standard Provision 18, entitled "Title to and Use of Property."

VIII. AUTHORIZED GEOGRAPHIC CODE

The authorized geographic code for all procurement with A.I.D. funds under the Agreement is the United States, the Republic of South Africa and countries included in A.I.D. Geographic Code 935, meaning that all goods and services financed by this Agreement shall have, with respect to goods, their source and origin and, with respect to the suppliers of services, their nationality in the United States, the Republic of South Africa or in other countries included in A.I.D. Geographic Code 935. To the maximum extent practicable, goods and services financed with funds provided under this Grant should be procured from the United States. Please refer to Attachment 5 for a list of countries included in Code 935.

IX. SPECIAL PROVISIONS

A. Procurement

1. Scope. This provision is applicable to the extent that local cost financing is otherwise authorized by the Agreement. It does not require procurement in South Africa where offshore procurement could otherwise occur.

2. Policy. In the procurement of goods and services in South Africa, the Grantee shall, to the maximum extent practicable, award contracts to individuals who or organizations which have been disadvantaged by apartheid and are responsive and appropriate providers of goods and services.

3. Definitions. Individuals and organizations disadvantaged by apartheid shall mean: (1) South African individuals of black, "colored" or Asian descent whose principal place of business is in the Republic of South Africa; and (2) private partnerships or commercial firms which are incorporated in or organized under the laws of the Republic of South Africa, whose principal place of business is in the Republic of South Africa, and which are more than 50 percent beneficially owned by South

African persons of so called "African", "colored" or "Asian" descent. The Republic of South Africa includes the so-called "independent" and "self-governing" homelands.

B. Competition

Except as otherwise provided in Sub-Section A. above, all procurement transactions shall be conducted in a manner to provide, to the maximum extent practical, free and open competition.

C. Staff Recruitment

The Grantee agrees that all staff recruitment for positions funded by USAID will be carried out through an appropriate competitive process and that salary levels will be in accordance with community and professional standards.

D. Travel and Per Diem

The Grantee will provide for USAID approval a copy of its travel and per diem policy covering both domestic and international travel for its staff and for program participants. The travel and per diem rates established under such policy shall not exceed U.S. Government rates. In the event the Grantee does not establish a policy, U.S. Government regulations governing travel and per diem shall apply.

E. Political Affiliation

The Grantee agrees that programs funded under this Agreement will be made available to individuals and groups regardless of their political beliefs or affiliations. The Grantee shall not discriminate in its hiring practices or in the provision of its services against individuals or organizations who associate themselves with any particular political philosophy. The Grantee shall periodically review the level of actual provision of its services to assure that persons or organizations sympathetic to certain political groupings or philosophies are not intentionally excluded from activities financed by USAID.

F. Non-Partisan and Non-Political Activities

The Grantee agrees that funds provided under this Grant will not be used to influence the outcome of any election and that conferences, planning, management, coordination and technical assistance funded under this Agreement will be developed and presented on a non-partisan and impartial basis and without any implied, perceived or actual reference to political parties or groups. Specialists associated with any aspect of this Grant Agreement will not express or espouse a political preference, encourage a political position or orient any of the activities,

voter documentation, or planning toward any political party or grouping during their participation in the activities supported by this Grant.

G. Collaboration with Other Existing Voter Education Activities

CED will collaborate with other voter education and support activities to the extent necessary to ensure that methods of obtaining identity documents are shared and that new procedures and materials in this area of work are coordinated. CED will also attempt to develop a uniform method when dealing with identity documents and will ensure that this method is transferable to other voter education groups. CED will also coordinate their activities with other voter education outreach activities in South Africa to avoid duplication and replication of program activities and permit sufficient integration of activities.

X. STANDARD PROVISIONS

The Standard Provisions applicable to this Agreement are contained in Attachment 3, entitled "Standard Provisions."

ATTACHMENT 2
PROGRAM DESCRIPTION

I. OVERVIEW OF AGREEMENT

The primary goal of the Community of Education (CED) which is organized under the Stigmatine Welfare Association is to assist local residents of the Maboloka Jericho District, Boputhatswana to obtain their identity documents so as to enable them to vote in the April 1994 national election.

I. BACKGROUND

The Stigmatine Welfare Association (SWA), is a community support organization which forms part of the Catholic Church. The SWA has been registered under Chapter S19 of the National Welfare Act since May 1983. One of the objectives of the SWA is to promote local participation of communities in the activities to improve their welfare. The Community of Education for Democracy (CED) is an association of community specialists that have organized themselves under the auspices of the SWA. The CED is lead by ten (10) community specialists from the Maboloka Jericho District, Bophuthatswana. The association is overseen by Fr. Lino Vinco who has assisted the CED to establish the identity documentation activity. The members of the committee reside within the Boputhatswana area and are well connected to the local communities.

III. PROBLEM

The committee was formed as a result of problems experienced by the local community in obtaining identity documents. Without proper identity documentation South African Nationals cannot do a number of things: 1) they cannot receive pensions; 2) students are unable to be admitted to tertiary institutions; 3) residents are unable to purchase immovable property; and most importantly 4) residents are unable to vote in the forthcoming election. As a result of these and other problems the CED established a project with the specific task of assisting the local community in obtaining their identity documents.

IV. PURPOSE

The purpose of this Grant is to support CED to assist the local residents in obtaining their identity documents. Support for this activity will also assist in establishing a uniform system of obtaining voter I.D.'s and will also contribute towards capacity building of a black-led organization.

V. PROGRAM DESCRIPTION

The CED will assist approximately 2,000 people in obtaining their identity documents by April 1994. The CED advertises their services (which is free of charge and not restricted to members of any religious organization) in the various fora throughout the community. The CED helps the local residents to complete the relevant application forms and then takes their photos. In special circumstances like that of the aged and the disabled, the CED specialists accompany residents to the local Home Affairs Office and assists with the completion of the documentation.

USAID will provide financial support for outreach workers to assist the disenfranchised residents of Maboloka Jericho areas obtain identity documents. In so doing the association will develop mechanisms and the expertise to process these documents expeditiously. The CED will also develop a uniform method to process these documents which could be easily transferred to other geographical areas. Financial support will be provided for salaries, transport and office administration.

The CED will maintain records of persons assisted and will provide to USAID a brief final report of the funds and support provided under this Grant.

VI. ILLUSTRATIVE FINANCIAL PLAN

South African Rand (SAR)

<u>ITEM</u>	<u>TOTAL</u>
Compensation (salaries): 23 Weeks X R100 Week X 10 Specialists	23,000
Travel and per diem: R390 per Specialist X 10 Specialists	3,900
Office Administration:	3,100
Stationary, Photos, Office Supplies, etc.	
Total	30,000