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U. S. AID MISSION TO DOMINICAN REPUBLIC

AMERICAN EMBASSY, P. O. Box 22201
SANTO DOMINGO, DOMINICAN REPUBLIC

FOR U. S. CORRESPONDENTS
U. S. AID MISSION
APO MIAMI 34041-0008

August 27, 1992

Mrs. Jacqueline Malagón
Executive Director
EDUCA
Av. Abraham Lincoln
Edificio NISSAN, 6th Floor
Santo Domingo, DR

Subject: Cooperative Agreement No. 517-0251-A-00-2232-00

Dear Mrs. Malagón:

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.") hereby enters into a Cooperative Agreement with the Action Committee for Basic Education (EDUCA) (hereby referred to as the Recipient), for the sum of \$2,948,600 to provide support for the Private Initiatives in Primary Education (PIPE) Project, as described in the Schedule of this grant and in Attachment 2, entitled "Program Description."

This Agreement is effective and obligation is made as of August 27, 1992, and shall apply to expenditures made by the Grantee in furtherance of program objectives during the period beginning with the effective date through August 26, 1997. The amount of funding hereby obligated is \$813,749. It is estimated that this will fund the Cooperative Agreement through February 1994. Additional funds will be provided incrementally, subject to the availability of funds.

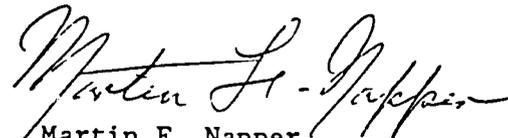
This Agreement is made with Private Initiatives in Primary Education Project on condition that the funds will be administered in accordance with the terms and conditions as set forth in this Cover Letter, in Attachment 1 entitled "Schedule," Attachment 2 entitled "General Project Description," and Attachment 3 entitled "Standard Provisions for Non-U.S., NonGovernmental Grantees".

Please sign the Statement of Assurance of Compliance with Laws and Regulations Governing Nondiscrimination in Federally Assisted Programs, the Clause 52.223-5, Certification Regarding A Drug-Free Workplace, enclosed herein, and all

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copies of this letter to acknowledge your receipt and acceptance of the conditions under which these funds have been granted and return all but one copy to A.I.D.

Sincerely,


Martin F. Napper
Agreement Officer

Attachments:

- Assurance of Compliance
- Clause 52.223-5

1. Schedule
2. Program Description
3. Mandatory Standard Provisions for Non-U.S., Nongovernmental Grantees, dated March 30, 1989
4. Required as applicable for Non-US, Non-Governmental Grantees, January 1, 1987

ACKNOWLEDGED:

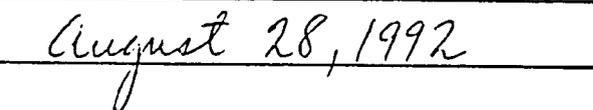
ACTION COMMITTEE FOR BASIC EDUCATION (EDUCA)

BY:

TITLE:

DATE:





FISCAL DATA

Appropriation: 72-112/31021.
Budget Plan code: LDE2-92-25517-IG13.
PIO/T No.: 517-0251-3-20028.
Amount: \$813,749
Project No.: 517-0251-A-00-2232-00
Total Estimated Amount: \$2,948,600
Total Obligated Amount: \$813,749
Funding Source: USAID/DR
Project Office: USAID/GDO
RCN: P200077

\$813,749.00

FUNDS AVAILABLE	
<i>JLB</i>	
Initial	Date
<i>JLB</i>	<i>8/27/92</i>

ATTACHMENT 1

SCHEDULE

A. PURPOSE OF THE COOPERATIVE AGREEMENT

The purpose of this Cooperative Agreement is to provide support to the Private Initiatives in Primary Education (PIPE) Project, as more specifically described in Attachment 2 to this Agreement entitled "Program Description."

B. PERIOD OF THE COOPERATIVE AGREEMENT

1. The effective date of this Cooperative Agreement is August 27, 1992. The expiration date of this Cooperative Agreement is August 26, 1997.
2. Funds obligated hereunder are available for program expenditures for the estimated period August 27, 1992 to August 26, 1997 as shown in the Agreement budget below.

C. AMOUNT OF COOPERATIVE AGREEMENT AND PAYMENT

1. The total estimated amount of this Cooperative Agreement for the period shown in B.1 above is \$2,948,600 (Two Million Nine hundred forty-eight thousand and six hundred Dollars).
2. A.I.D. hereby obligates the amount of \$813,749 (Eight Hundred Thirteen Thousand Seven Hundred Fourty Nine) for program expenditures during the period set forth in B.2. above and as shown in the Financial Plan below.
3. Payment shall be made to the Recipient in accordance with procedures set forth in Attachment 3 "Required as Applicable Standard Provisions for Non-U.S., Nongovernmental Grantees."
4. Additional funds up to the total amount of the Cooperative Agreement shown in C.1 above may be obligated by A.I.D. subject to the availability of funds, and to the requirements of the Standard Provision of the Grant, entitled "Revision of Financial Plans."

D. FINANCIAL PLAN

The following is the Cooperative Agreement Budget. The Recipient shall not exceed the obligated amount (see Part C above). Revisions to this budget shall be made in accordance with the Standard Provisions of this Cooperative Agreement entitled "Revision of Grant Budget."

The recipient may not exceed any line item amount in the budget for any given year by more than 15% without the prior written approval of the Agreement Officer.

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Cooperative Agreement Budget
 (1992-1997)
 Year 1 - 5

	Yr. 1	Yr. 2	Yr. 3	Yr. 4	Yr. 5	Totals
In Service Training and Follow-up for School Directors, Teachers and Supervisors	160,000	147,000	162,000	178,000	136,000	783,000
Achievement Testing	57,000	30,000	20,000	16,000	4,000	127,000
Review and Development of Primary Education Curriculum and the Development and Production of Textbooks and Instructional Materials	227,800	135,100	139,000	121,000	15,951	638,851
Advocacy Programs: Research Studies, Publicity, Adopted Schools (PTA)	160,000	85,000	80,000	80,000	15,000	420,000
Personnel	135,000	83,000	90,800	99,600	40,000	448,400
Other Direct Costs: Office Supplies, Misc (Education & Workshops)	50,000	32,800	34,100	40,500	20,000	177,400
Participant Training after AED/W	-0-	-0-	45,000	35,000	35,000	115,000
Evaluation/Audits	23,949	25,000	15,000	15,000	15,000	93,949
Technical Assistance after AED/W	-0-	-0-	55,000	50,000	40,000	145,000
TOTALS	813,749	537,900	640,900	635,100	320,951	2,948,600

Obligated Budget

	Totals
In Service Training and Follow-up for School Directors, Teachers and Supervisors	\$160,000
Achievement Testing	57,000
Review and Development of Primary Education Curriculum and the Development and Production of Textbooks and Instructional Materials	227,800
Advocacy Programs: Research Studies, Publicity, Adopted Schools (PTA)	160,000
Personnel	135,000
Other Direct Costs: Office Supplies, Misc (Education & Workshops)	50,000
Participant Training after AED/W	- 0 -
Evaluation/Audits	23,949
Technical Assistance after AED/W	- 0 -
TOTALS	<u>\$813,749</u>

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E. TITLE TO PROPERTY

Title to all property shall be in accordance with the "Required as Applicable" Standard Provisions for Non-U.S., Non-governmental Grantees Provisions entitled "Title To and Use of Property (Grantee Title)".

G. AUTHORIZED GEOGRAPHIC CODE

The authorized geographic code for procurement of goods and services under this Agreement is Geographic Code 000 and the Cooperating Country.

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ATTACHMENT 2

I. GENERAL PROGRAM DESCRIPTION

A. Project Goal and Purpose

On June 13, 1990 the Agency for International Development (USAID) authorized the Private Initiatives in Primary Education (PIPE) project to improve the quality, efficiency and relevance of instruction in the Dominican primary education system. The purpose of the project is to establish an administrative capacity within EDUCA (Action for Basic Education) to organize and oversee the implementation of special studies and training programs, as well as the development and revision of instructional materials in mathematics and Spanish which are vital to primary education. EDUCA a private foundation, was founded in early 1989 to improve the quality of education in the Dominican Republic.

B. Implementing Agent

Because EDUCA was a relatively new organization, without experience in program design and management, it was decided to implement the project in two phases, with EDUCA implementing Phase II. The first phase, planned to last about twenty-four months, is devoted to the institutional strengthening of EDUCA and to the implementation of initial project activities, which are: establishing linkages with organizations concerned with primary education, including the Ministry of Education (SEEBAC), private school associations, institutions of higher learning, and the private sector; conducting a census of schools within the project area; reviewing existing and contracting for the development of revised textbooks and instructional materials; and, establishing an MIS within EDUCA. The Academy for Educational Development (AED) was competitively selected to implement Phase I and provide institutional strengthening to EDUCA and USAID entered into a Cooperative Agreement with AED on August 29, 1990.

EDUCA and the AED have been successful in implementing Phase I activities and in building the institutional capacity of EDUCA. A pre-award audit of EDUCA conducted in May and June 1992 determined that EDUCA is qualified to receive a grant directly from USAID and the project is therefore ready to move to Phase II. In Phase II EDUCA will receive a grant from USAID to implement all project activities. The Cooperative Agreement between USAID and AED will be continued to provide technical assistance to EDUCA as the latter organization assumes responsibility for project activities.

Insofar as USAID would like to maintain substantial involvement in the implementation of the project, the activity will be undertaken by means of a Cooperative Agreement. Through the substantial involvement USAID would like to ensure that project activities support, as much as possible, USAID strategic objectives.

II. OBJECTIVE

The objective of the activities described in this statement of work is to help EDUCA address the needs of the Dominican Republic's primary education system. These activities include: (1) the planning and implementation of teacher and administrator training programs; (2) the development and administration of student achievement tests; (3) the review and development of primary education curricula and the development and production of textbooks and instructional materials; (4) the support of advocacy programs aimed at both the public and private sectors which are designed to increase the flow of resources to the system; and, (5) the maintenance and use of a management information system.

III. SPECIFIC DUTIES

During Phase II of the project EDUCA will implement the activities specified below.

A. Training for Teachers and School Administrators

EDUCA will contract with a qualified local institution for the development of training materials. The methodology to be included in the scope of work for the contracts for the development of the materials will be discussed with the cognizant A.I.D. technical officer.

EDUCA will contract with institutions capable of providing training to teachers and school administrators within the project area. In addition to providing training, each institution will establish a professional development center within the institution which will be a locus for training activities, the storage and use of video tape and other training equipment, and a small library with a modest selection of textbooks, official SEEBAC programs and reference books to be used by teachers trained at the institution. The training provided to teachers will be interactive and participatory as opposed to the traditional lecture approach and the video equipment will be used during the training to give teachers the opportunity to observe and critique their own presentations. EDUCA will also examine the possibility of using the training of trainers methodology in conjunction with teachers training, in which teams of school teachers would be recruited, trained and supported by the contracted institutions to provide training to other teachers. EDUCA may also contract for the production of teacher training videos in conjunction with the training and provide limited support to the SEEBAC Normal School Felix Evaristo Melia (FEM) in order to use the school as a focal point for teacher training programs. It is estimated that EDUCA will train approximately 750 primary school administrators and between 2,500 and 8,400 primary school teachers, depending on the methodologies used.

EDUCA will be responsible for coordinating foreign technicians to work with SEEBAC staff in the revision and modification of SEEBAC self-instructional training modules.

EDUCA will provide training for a limited number of SEEBAC staff in support of project act

B. Achievement Testing

EDUCA will build on the activities completed in Phase I and contract for the final development of achievement tests with a technically capable agency or institution in the Dominican Republic. Results of student assessments will be fed back into the administrator and teacher training system. EDUCA will both garner support to expand its activities and take specific steps for school and training improvements. EDUCA will be responsible for disseminating information in a format that is appropriate to the needs of the users and will link assessment data to school improvement.

C. Textbook and Instructional Material Development

EDUCA will work with SEEBAC to revise the curriculum for First through Eighth grade and complete the modification of the First to Fourth grade Spanish and Math textbooks. The revisions may involve an integrated curriculum as opposed to separate texts for First through Fourth grades, depending of final decisions by SEEBAC. Topics to be addressed in the revisions will include democratic systems and responsibilities, health, and environmental education.

EDUCA will award contracts for the development of Fifth through Eighth grade Spanish and Fifth, Sixth and Eighth grade Math textbooks and teachers' instructional materials (Seventh grade Math texts and materials were developed under Phase I). The materials will be used in the teachers training programs and classrooms.

EDUCA will print a limited number of SEEBAC's revised texts in Spanish and Math for distribution to students and teachers in participating schools.

EDUCA will purchase and distribute a limited number of textbooks, reference books, and instructional materials to participating schools, teachers, trainees, and professional development centers, and will buy and distribute kits containing such items as dictionaries, maps, rulers and supplementary instructional materials, such as Tobogan, to participating schools.

D. Support of Advocacy Programs

EDUCA will engage in publicity in support of primary education, will organize national and international seminars and symposia and will engage in research and studies to maintain

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primary education as a national level priority, to identify and advocate policy issues, and to promote public and private sector funding for primary education.

EDUCA will work through its "Apadrinamiento" program to bring together parents, teachers, community leaders, private sector institutions and businessmen to strengthen primary school instruction in the project area. To do so EDUCA will provide teacher/learning materials, training to interested groups and will encourage school administrators, teachers, parents and businessmen to organize to improve primary instruction.

E. Management Information System (MIS)

EDUCA will maintain and expand its Management Information System to ensure that it contains an accurate profile of private/public primary education in participating institutions. Basic data from each of the private and public participating schools will be collected regularly and systematically. School administrators will be trained in the creation of a simple method of tallying data and use of a manual information system for their schools, which they will use to furnish data to EDUCA. A database at EDUCA will be maintained in order to manage the data and allow users of the MIS to query and utilize the information on demand. The principal use of the MIS will be for project monitoring and evaluation.

EDUCA will measure improvement in student achievement, a major target of the PIPE Project, through the results of systematic assessment of 4th and 8th graders in each school participating in the EDUCA program. In order to do this, EDUCA may contract for data processing services to assess the results of testing and perform statistical analysis. Assessment data according to subject, grade and school will be entered into the institutional database of the MIS and will be used to analyze the progress of the project.

EDUCA will maintain in its MIS a bibliography of primary education material kept by EDUCA in order to allow the educational community to be in contact with current documents relevant to primary education.

EDUCA will computerize its accounting system at the earliest time possible.

IV LEVEL OF EFFORT

It is estimated that EDUCA can accomplish the above with its current level of staff, although some additional effort may be needed for the Apadrinamiento program. All activities under the cooperative agreement must be concluded by the Project Assistance Completion Date (PACD) which is July 30, 1997.

V. WORK PLANS AND REPORTS

A. Work Plan

Within two weeks of the signing of the agreement, EDUCA will provide to USAID for its approval a detailed, time-phased work plan for the first year of the project. The plan should include an overall budget for the first year and three sub-budgets, one showing projected U.S. dollar expenditures, if any, one showing USAID project purchased peso expenditures and one showing host country provided local currency expenditures. The plan will also include a summary budget for the entire amount of the grant. A work plan shall be submitted no less than thirty days before the end of the grant year for each subsequent year of the project.

B. Semiannual Reports

EDUCA will submit semiannual reports that summarize activities during the period, discuss planned activities for the subsequent period, and highlight any problems encountered, along with recommended solutions. Although the exact format will be confirmed prior to the first report, it is anticipated that each report will be no more than twenty pages, will contain a brief executive summary and will discuss activities by component, showing accomplishments for the period of the report and cumulatively, and measuring progress to date against the activities to be accomplished under the cooperative agreement.

C. Final Report

EDUCA will submit a final report which will discuss in detail all of the activities accomplished under the cooperative agreement. The exact format of the final report will be determined prior to its submission.