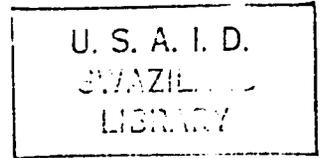


PT-ABS-966

Program and Project  
Development Office

//  
ED50  
G72  
86



GRANT AGREEMENT NUMBER  
645-0215-G-00-1006-00

INTERNATIONAL HUMAN ASSISTANCE  
PROGRAMS, INC. (IHAP)  
(645-0215)

*Brookings*

**UNITED STATES OF AMERICA  
AGENCY FOR INTERNATIONAL DEVELOPMENT**

U.S. AID MISSION TO SWAZILAND  
P.O. BOX 750, MBABANE, SWAZILAND  
TEL. 22286

Dr. Myles K. Ren  
Executive Director  
International Human Assistance Programs, Inc.  
360 Park Avenue, South  
New York, New York 10010

Subject: Grant No. 645-0215-G-00-1006-00  
Health Planning and Management  
Amendment No. 2

Dear Dr. Ren:

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 grants to International Human Assistance Programs, Inc. (hereinafter referred to as "IHAP" or "Grantee") the sum of one hundred thirty thousand United States dollars (\$130,000) to provide continued support for a program in Swaziland as more fully described in the original grant dated August 4, 1981, and in Attachment 1 (Schedule) and Attachment 2 (Program Description) to this letter. The amount obligated herein increases the total amount of the Grant for this program to \$1,126,000.

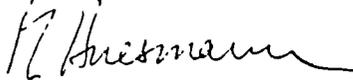
This Grant is effective and obligation is made as of the date of the last signature on this letter and shall apply to commitments made by the Grantee in furtherance of program objectives from the original commencement date of August 12, 1981 through February 14, 1986.

This grant is made to IHAP on condition that the funds will be administered in accordance with the terms and conditions as set forth in Attachment 1, entitled the Schedule, and Attachment 2, entitled "Program Description", as well as the Standard Provisions which have been previously agreed to by your organization.

- 2 -

Please sign the original and seven (7) copies of this letter to acknowledge your receipt of the Grant, and return the original and six (6) copies to USAID/Swaziland.

Sincerely,



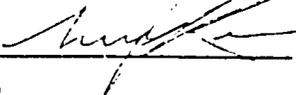
Robert Huesmann  
Grant Officer and  
Director, USAID/Swaziland

Attachments:

1. Schedule
2. Program Description

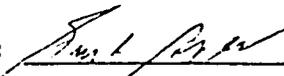
ACKNOWLEDGED:

International Human Assistance Programs, Inc.:

BY: DR. MYLES K. REN   
TITLE: EXECUTIVE DIRECTOR  
DATE: JULY 26, 1985

FISCAL DATA

Appropriation: 72-115/61021.8  
Budget Plan Code: GDA5-85-21645-CG13  
Project No.: 645-0215  
Total Estimated Amount: \$130,000.00  
Total Obligated Amount: \$130,000.00  
IRS Employer Identification Number: 98-0036678  
Funding Source: USAID/Swaziland

FUNDS AVAILABLE:   
CONTROLLER

31

Grant No. 645-0215-G-00-1006-00  
Amendment No. 2

ATTACHMENT 1  
SCHEDULE

A. Purpose of Grant

The purpose of this Grant is to expand the capability of the Swaziland Ministry of Health to carry out effective planning, management, and policy development.

B. Period of Grant

The effective date of the Grant is August 12, 1981. The effective date of this amendment is May 15, 1985. The expiration date of the Grant is February 14, 1985.

C. Amount of Grant

1. The total estimated amount of the Grant for the period shown in B. above is \$1,126,000.

2. AID hereby obligates the amount of \$130,000 for program expenditures during the period set forth in B. above and as shown in the Financial Plan below.

D. Financial Plan

The following is the Financial Plan for this Grant. The Grantee may not exceed the total amount of the Grant. Within this total amount, adjustments to line items of more than 15% may only be made with prior written approval of the Mission Director, USAID/Swaziland.

<u>COST ELEMENT</u>	<u>ORIGINAL GRANT</u>	<u>THIS AMENDMENT</u>	<u>TOTAL GRANT</u>
	(in thousands of U.S. dollars)		
Technical Assistance	587	132	719
Equipment and Supplies	44	3	47
Training, Workshops, Seminars	43	27	70
Monitoring and Evaluation	24	(4)	20
Local Personnel, Administration	31	(7)	24
Contingency	28	(3)	25
IHAP Direct/ Indirect Costs	<u>239</u>	<u>(18)</u>	<u>221</u>
Total	996	130	1,126

E. Other Provisions

1. The Grantee will make its best efforts to assure that responsible counterparts in the Ministry of Health are available to work with the Health Management Advisor and the Personnel Management Advisor for the balance of their assignments in Swaziland. If counterparts are not available, the Grantee shall consider, in consultation with USAID/ Swaziland, whether to terminate the services of the advisor(s) affected before the end of the extension period provided for herein.
2. All other provisions of the original Grant Agreement, dated August 4, 1981, remain in effect and are not modified as a result of this amendment.

Grant 645-0215-G-00-1006-00  
Amendment No. 2

ATTACHMENT 2  
PROGRAM DESCRIPTION

This amendment covers an extension of the Grant of approximately six months, from August 11, 1985, to February 14, 1986. This extension will provide for a continuation of the assistance of IHAP to the Ministry of Health (MOH) in furtherance of the purpose of the project. The objectives for the project, as set forth in the original grant agreement and subsequent implementation plans by IHAP, remain valid and in effect.

With the extension of the Grant, IHAP will provide the following assistance to the MOH during the last year of the program:

--Help complete the decentralization planning process, particularly in areas relating to increasing coordination between the services provided by Government of Swaziland facilities and those of non-governmental organizations; integrating vertical programs (e.g. EPI, health inspectorate, malaria) into a comprehensive delivery system; developing annual planning procedures at the regional level; and strengthening management support systems and administrative structures at the central, regional and community level.

--Help complete the development of an in-service training plan.

--Help conduct job analyses and prepare revised job descriptions for MOH personnel.

--Help institutionalize newly-adopted personnel policies, systems and procedures.

--Help analyze national nutrition survey data and prepare recommendations for policy and program intervention.

--Provide training to eight newly-recruited Assistant Health Administrators.

--Provide training, support, and assistance for Swazi counterpart personnel returning from overseas Master's Degree training, as well as to newly-recruited staff for the Administrative and Personnel units of the MOH.

Grant 645-0215-G-00-1006-00  
Amendment No. 2  
Attachment 2  
Page -2-

For these purposes, IHAP will provide the services of a long-term Health Management Advisor through the end of the project and the services of a Personnel Management Advisor for at least 10 work-months during the final year of the project. Job descriptions for these two advisors have been presented to USAID/Swaziland, which has reviewed and concurred in them. In addition, IHAP will provide short term technical services in areas required to carry out its responsibilities, as provided in the financial plan in Attachment 1 to this Grant.

AMENDMENT NO. 1  
TO OPERATIONAL PROGRAM GRANT  
BETWEEN THE  
INTERNATIONAL HUMAN ASSISTANCE PROGRAMS, INC.  
AND THE  
AGENCY FOR INTERNATIONAL DEVELOPMENT

DATE: April 16, 1984

Grant Agreement No. 645-0215-G-00-1006-00, effective August 12, 1981, is hereby amended as follows:

1. The second paragraph of the cover letter is amended to read:

This Grant is effective and obligation is made as of the date of the last signature on this letter and shall apply to commitments made by the Grantee in furtherance of program objectives during the period August 12, 1981 through August 11, 1985.

2. The third paragraph of the cover letter is amended to read:

This Grant is made to IHAP, on condition that the funds will be administered in accordance with the terms and conditions as set forth in Attachment A, as revised in Amendment No. 1, entitled "Revised Program Description," and Attachment B entitled "Standard Provisions," which have been agreed to by your organization.

3. This amendment shall be effective as of the date of the last signature herein.

4. Attached to this Amendment No. 1 is the revised Attachment A to the Grant entitled "Revised Program Description" which forms a part of the Grant and supercedes the original Attachment A.

5. Except as amended herein, Grant No. 645-0215-G-00-1006-00 remains in full force and effect.

The International Human Assistance Programs, Inc.

By: *[Signature]*

Title: Executive Director

Date: April 16, 1984

Agency for International Development

By: *[Signature]*  
Robert Huesmann

Title: Grant Officer/Mission Director  
USAID/Swaziland

Date: March 29, 1984

## ATTACHMENT A

### REVISED PROGRAM DESCRIPTION

#### A. Purpose of Grant

The purpose of this Grant is to expand the capability of the Ministry of Health (MOH) in the Kingdom of Swaziland to carry out effective planning, management, and policy development.

#### B. Specific Objectives

The primary objectives of this Grant are as follows:

1. To prepare national health policy statement.
2. To coordinate the preparation of the health sector component of the Fourth National Development Plan.
3. To update health manpower assessment and prepare health manpower plan.
4. To update rural/primary health care facility assessment and prepare health facility plan.
5. To develop recommendations and strategies for increasing coordination between government and mission health care providers.
6. To develop recommendations for a uniform fee structure between government and mission health sectors.
7. To prepare recommendations for rationalizing health sector financing.
8. To develop a plan for integrating services at the primary level including vertical programs.
9. To develop a long range plan for strengthening the Rural Health Motivator (RHM) program.
10. To develop and initiate implementation of a plan for decentralizing the management of health services to the district level.

PAGE 2  
REVISED PROGRAM DESCRIPTION

11. To strengthen and computerize the health information system.
12. To develop and institutionalize procedures for preparing MOH annual plans of operation based on five year health plan.
13. To review and revise the MOH organizational structure.
14. To develop and initiate implementation of a plan for strengthening the drug and medical supply system.
15. To develop recommendations for strengthening MOH personnel systems.
16. To develop recommendations for strengthening ties between traditional and western medicine.
17. To recruit a Senior Assistant Planning Officer and finance Masters degree training in the United States.
18. To recruit an Assistant Planning Officer. After analyses of needs of the MOH, to finance a Diploma Level in Management in Arusha or to recommend to USAID to finance a Masters level program.
19. To organize and implement seminars and workshops as appropriate at national, district, or local levels.
20. To involve counterparts at all levels of planning, implementation, and evaluation of project activities.

As time permits, the secondary objectives to be implemented are:

1. To prepare a continuing education/in-service training plan for MOH personnel.
2. To collaborate in the development of recommendations for strengthening the National Nutrition Program.

12

C. Implementation

To achieve the above objectives, the Grantee shall carry out the following activities with funds provided by this Grant:

1. Develop a detailed workplan in conjunction with the Government of Swaziland.
2. Provide three (3) long-term technical assistants to work within the Ministry of Health and provide short-term consultants to assist in project implementation.
3. Provide Masters level training for one (1) participant in the United States and identify one (1) participant to be trained at the Masters level or at the Diploma level (diploma training to be provided by the project).
4. Provide two project vehicles, two desk-top computers, and other materials and supplies.
5. Develop and conduct seminars and workshops concerning MOH policies, programs, and procedures.
6. Monitor and evaluate the project as it progresses.

D. Reporting

The following reports are required under this Grant:

1. Fiscal Reports:  
All fiscal reports as provided for in Standard Provisions, Attachment B.
2. Program Reports:
  - a. Progress reports (technical reports), in triplicate, shall be submitted quarterly to USAID/Swaziland.

b. A final project completion report shall be submitted to USAID/Swaziland within ninety (90) days after completion of the project. This report shall include a statement concerning the impact of the Project on the beneficiaries.

3. Evaluation Reports:

In addition to a final evaluation, an intermediate evaluation will be held approximately two years after this Grant is signed.

E. Budget

The funds, including local currency, herein shall be used to finance the following items:

<u>COST ELEMENT</u> <u>(ILLUSTRATIVE)</u>	<u>TOTAL ESTIMATED COST</u> <u>LIFE OF PROJECT U.S.S</u>
1. Salaries, Long-Term Technicians *	\$ 282,310
2. Benefits, Long-Term Technicians **	262,690
3. Salaries and Benefits, Consultants *,**	41,500
4. Equipment and Supplies	24,920
5. Project Vehicles	19,080
6. Participant Costs	43,000
7. Monitoring and Evaluation	23,500
8. Other Costs	31,500
9. Overhead (Direct and Indirect Costs)	239,000
10. Contingency	<u>28,500</u>
TOTAL	\$ 996,000

The Grantee may not exceed the total amount of the Budget. Within this total amount, adjustments to line items are limited to fifteen percent (15%) without prior written approval of the Mission Director, USAID/Swaziland.

\* Salaries and consultants' fees based on a twenty-two (22) day work month.

\*\* All benefits reimbursed on an actual costs basis.

F. Special Provisions

1. The following paragraphs are hereby deleted as inapplicable from the Standard Provisions as set forth in Attachment B: Paragraphs 7B, 7C, 12A, 12B.
2. In accordance with a blanket source/origin procurement waiver for Southern Africa and notwithstanding anything to the contrary in Paragraph 10(d) of Attachment B, the Grantee may purchase two project vehicles at an approximate cost of \$19,080 from countries included in A.I.D. Geographic Code 935.
3. This Grant will be administered by USAID/Swaziland. All correspondence concerning the Grant should be addressed to the Mission Director, USAID/Swaziland, Mbabane (ID), Department of State, Washington, D.C., 20520.

G. Overhead Rate(s)

The overhead rate shall be computed at sixty-nine percent (69.0%) of the long-term technician salaries and wages, but shall be subject to audit.

H. Title to Property

All property purchased under this Grant will be titled to the Government of Swaziland.

I. Project Proposal

The project proposal is hereby made a part of this Grant Agreement and is appended hereto as Attachment C. Notwithstanding anything written in the project proposal, A.I.D. makes no commitments at this time to fund a second phase of this project. Changes in the project proposal may be made by letter, signed by both Parties. In case of any conflict between the provisions of the project proposal and the provisions of this Grant, the Grant provisions shall prevail.

15

27 FEB 1984

ACTION MEMORANDUM FOR THE DIRECTOR

FROM: Linda L. Lankenau, A/RHDO 

PROBLEM:

To extend the Project Assistance Completion Date (PACD) for the International Human Assistance Program's (IHAP) Health Planning and Management Project (645-0215) from August 11, 1984 to August 11, 1985.

DISCUSSION:

Under Delegation of Authority 140, revised, you have the authority to extend the PACD for projects for not more than three years with the concurrence of the Director of REDSO/ESA. Implementation guidelines agreed upon the first week of October, 1982, provide blanket authority for you to grant cumulative or individual extensions of a PACD for up to one year without seeking the specific concurrence of the REDSO/ESA Director. The requested extension, the first for this project, is for one year.

An Operational Program Grant (OPG) for the Health Planning and Management Project was signed on August 12, 1981, by USAID and IHAP, with the approval of the Government of Swaziland. The Grant was scheduled for a period of three years, until August 11, 1984.

The Health Planning and Management Project evaluation, completed in July 1983 recommended that the PACD be extended for one year. The evaluation states that the project objectives were too ambitious for the initial project's time period and project staffing complement. After review of the evaluation report by the Ministry of Health and USAID/Swaziland it has been agreed that the PACD should be extended for one year so that:

- A. Plans or recommendations for the revised outputs could be completed,
- B. Implementation of some of these plans would be underway (particularly the decentralization plan),
- C. The Manpower Development counterpart would have returned from participant training (projected July 1985), thereby maintaining the Health Planning Unit personnel staff at appropriate work-output levels.

Based on the evaluation, it does not appear that there are steps that might be taken to accelerate performance of the OPG beyond the proposed new PACD.

RECOMMENDATION:

That under the authority outlined above and by your signature below you approve an extension of the PACD for the Health Planning and Management Project from August 11, 1984 to August 11, 1985.

APPROVED: Carl Steele, Acting Director

DISAPPROVED: \_\_\_\_\_

DATE: Feb. 27, 1984

UNITED STATES OF AMERICA  
AGENCY FOR INTERNATIONAL DEVELOPMENT

U.S. AID MISSION OF SWAZILAND  
P.O. BOX 750, MBABANE, SWAZILAND  
TEL. 42071, 42072, 42629 & B.Y.S.O. 42073

AUG 10 1981

Dr. Myles Ren  
Executive Vice President  
International Human Assistance Programs, Inc.  
360 Park Avenue South  
New York, New York 10010

IHAP/RY REC'D.	
AUG 10 1981	
ACTION	_____
INFO	_____
INFO	_____
INFO	_____
MRK FILE	_____
READING	_____
OTHER	_____

Subject: Grant No. 645-0215-G-00-1006-00

Dear Dr. Ren:

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 grants to International Human Assistance Programs, Inc. (hereinafter referred to as "IHAP" or "Grantee") the sum of \$996,000 to provide support for a program in Swaziland as more fully described in the attachment to this Grant entitled "Program Description."

This Grant is effective and obligation is made as of the date of the last signature on this letter and shall apply to commitments made by the Grantee in furtherance of program objectives during the period August 12, 1981 through August 11, 1984.

This Grant is made to IHAP, on condition that the funds will be administered in accordance with the terms and conditions as set forth in Attachment A entitled "Program Description," and Attachment B entitled "Standard Provisions," which have been agreed to by your organization.

Please sign the Statement of Assurance of Compliance, enclosed herein, and the original and seven (7) copies of this letter to acknowledge your acceptance of the conditions under which these funds have been granted.

15

Please return the Statement of Assurance of Compliance and the original and six (6) copies of this Grant to USAID/Swaziland Mbabane I.D., Department of State, Washington, D.C. 20520.

Sincerely,

*Julius E. Coles*  
Julius E. Coles  
Grant Officer

Attachment:

- A. Program Description
- B. Standard Provisions
- C. Statements of Assurance of Compliance

ACCEPTED:

IHAP

BY: *[Signature]*

TITLE: Executive Vice-President, Chief Administrative Officer

DATE: August 12, 1981

FISCAL DATA

Appropriation	:	<u>72-1111021.8</u>
Allotment	:	<u>148-50-645-00-69-11</u>
PIO/T No.	:	<u>N/A</u>
Project No.	:	<u>645-0215</u>
Total Grant Amount	:	<u>\$996,000.00</u>

Funds Available

*William F. Schmidt* *J...*

Controller

## ATTACHMENT A

### PROGRAM DESCRIPTION

#### A. Purpose of Grant

The purpose of this Grant is to expand the capability of the Ministry of Health (MOH) in the Kingdom of Swaziland to carryout effective planning, management, and policy development.

#### B. Specific Objectives

The specific objectives of this Grant are as follows:

- (1) Comprehensive manpower assessment with the MOH.
- (2) Survey of health care facilities in Swaziland.
- (3) Comprehensive long-range plan for the MOH.
- (4) Detailed decentralization plan of the MOH in accordance with established MOH policy.
- (5) Plan for the integration of preventive and curative health services.
- (6) Recommendations for improvement of logistics and supply.
- (7) Manpower plan prioritizing needs and requirements.
- (8) Plan for upgrading of health facilities.
- (9) Expansion of health information and statistics capabilities.
- (10) Trained Swazi counterparts in posts.

#### C. Implementation

To achieve the above objectives, the Grantee shall carry out the following activities with funds provided by this Grant:

1. Develop a detailed work plan in conjunction with the Government of Swaziland.
2. Provide two long-term technical assistants to work within the Ministry of Health and provide short-term consultants to assist in manpower assessments, survey work and the design of the health education program.
3. Provide masters level training for one participant in the United States and one participant at the East African Management Institute in Arusha, Tanzania.
4. Provide two project vehicles, a desk-top computer and other materials and supplies.
5. Develop and conduct seminars and workshops concerning MOH policy.
6. Monitor and evaluate the project as it progresses.

PROGRAM DESCRIPTION

-2-

D. Reporting

The following reports are required under this Grant:

1. Fiscal Reports: All fiscal reports as provided for in Standard Provisions, Attachment B.

2. Program Reports

a. Progress reports (technical reports), in triplicate shall be submitted quarterly to USAID/Swaziland.

b. A final project completion report shall be submitted to USAID/Swaziland within 90 days after completion of the project. This report shall include a statement concerning the impact of the Project on the beneficiaries.

3. Evaluation Reports: In addition to a final evaluation, an intermediate evaluation will be held during approximately the 22nd month after this Grant is signed.

E. Budget

The funds, including local currency, herein shall be used to finance the following items:

Cost Element (Illustrative)	Total Estimated Cost Life of Project U.S. \$
1. Salaries, Long-term Technician*	225,050
2. Benefits, Long-term Technicians**	231,040
3. Salaries and Benefits, Consultants*,**	144,040
4. Equipment and Supplies	16,620
5. Project Vehicles	19,080
6. Participant Costs	49,100
7. Monitoring and Evaluation	35,020
8. Other Costs	30,100
9. Overhead (69% of long-term technicians salaries)	155,280
10. Contingency	90,530
TOTAL	\$995,860
(Rounded to)	\$996,000

The Grantee may not exceed the total amount of the Budget. Within this total amount, adjustments to line items are limited to 15% without prior written approval of the Mission Director, USAID/Swaziland.

\* Salaries and consultants' fees based on a 22 day work month.

\*\* All benefits reimbursed on an actual cost basis.

ATTACHMENT A

PROGRAM DESCRIPTION

-3-

F. Special Provisions

1. The following paragraphs are hereby deleted as inapplicable from the Standard Provisions as set forth in Attachment B: Paragraphs 7B, 7C, 12A, 12B.

2. In accordance with a blanket source/origin procurement waiver for Southern Africa and notwithstanding anything to the contrary in paragraph 10(d) of Attachment B the Grantee may purchase two project vehicles at an approximate cost of \$19,080 from countries included in A.I.D. Geographic Code 935.

3. This Grant will be administered by USAID/Swaziland. All correspondence concerning the Grant should be addressed to the Mission Director, USAID/Swaziland, Mbabane, I.D. Department of State, Washington, D.C. 20520

G. Overhead Rate (s)

The overhead rate shall be computed at 69.0% of the long-term technician salaries and wages, but shall be subject to audit.

H. Title to Property

All property purchased under this Grant will be titled to the Government of Swaziland.

I. Project Proposal

The project proposal is hereby made a part of this Grant Agreement and is appended hereto as Attachment C. Notwithstanding anything written in the project proposal, A.I.D. makes no commitments at this time to fund a second phase of this project. Changes in the project proposal may be made by letter, signed by both Parties. In case of any conflict between the provisions of the project proposal and other provisions of this Grant, the other provisions shall prevail.

24

UNITED STATES OF AMERICA  
AGENCY FOR INTERNATIONAL

25 September 1981

Dr. Myles Ren  
Executive Vice President  
International Human Assistance Programs, Inc.  
360 Park Avenue South  
New York, New York 10010

Dear Dr. Ren:

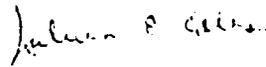
Enclosed is a copy of the IHAP-Government of Swaziland agreement, as revised by the GOS. The document defines the aims and responsibilities of IHAP and the GOS in carrying out the Health Planning and Management Project (645-0215) under an AID grant to IHAP.

USAID/Swaziland has reviewed the revised agreement and has no problems with it. If it is acceptable to you, please sign and return two copies to us. We will transmit them to the Government.

We hope that recruitment is progressing well, and we look forward to having the technical assistance team in Swaziland and at work with the Ministry of Health soon.

I'm going to be working in AID/Washington for the next couple of months. If you want to discuss anything about the project, please contact me through the Swaziland Desk, 202-632-4728.

Sincerely,



Julius Coles  
Director

**SWAZILAND**



**GOVERNMENT**

Prime Minister's Office,  
Dept. of Economic Planning & Stats.,  
P. O. Box 602,  
MBABANE

23rd September, 1981

Our ref: ECO.14/6/38

The Director,  
USAID,  
MBABANE.

Attention: Carole Steele

Dear Sir,

MEMORANDUM OF UNDERSTANDING BETWEEN  
THE GOVERNMENT OF SWAZILAND AND  
INTERNATIONAL HUMAN ASSISTANCE  
PROGRAMS, INC, USA

Please find enclosed a copy of the above agreement, revised by us and signed by the Acting Permanent Secretary. We would be grateful if you could transmit it to IHAP at the earliest opportunity.

May we also take this opportunity to acknowledge receipt of the "Grant authorisation and obligation package" and to express our appreciation of your support for this worthwhile and urgently needed programme.

Yours faithfully,

A handwritten signature in dark ink, appearing to read 'V. Walford'.

V. WALFORD  
PERMANENT SECRETARY

FOR

MEMORANDUM OF UNDERSTANDING BETWEEN  
THE GOVERNMENT OF THE KINGDOM OF SWAZILAND  
AND  
INTERNATIONAL HUMAN ASSISTANCE PROGRAMS, INC., USA

The Government of the Kingdom of Swaziland, represented by the Department of Economic Planning and Statistics (hereinafter called "The Government"), and International Human Assistance Programs, Inc., (hereinafter called "IHAP"), wishing to expand the capability of the Ministry of Health to carry out effective planning, management, and policy development, and in turn to improve the delivery of health care services to the people of Swaziland, agree as follows:

ARTICLE I

Their relationship, mutual coordination, and assistance will be governed by this Agreement with respect to the planning and execution of the Health Planning and Management Development Program (hereinafter called the "Program") in the Kingdom of Swaziland, developed by IHAP in close cooperation with the Government, and with the support of the United States Agency for International Development (hereinafter called "USAID") and funded thereby. The text of the approved Program proposal shall be an integral part of this Agreement.

ARTICLE 2

The programs and projects planned and designed in the Program proposal are useful and essential in the development and expansion of health care services in Swaziland and will significantly improve and strengthen the overall capabilities of the Ministry of Health; furthermore, the Parties shall co-operate to achieve the objectives of the Program, and shall jointly be responsible for its implementation in the manner outlined in the Program proposal over a period of three years.

ARTICLE 3

For the effective implementation of the Program:

A. The Government shall:

1. Provide the financial, material, and human resources as specified in the program proposal and in accordance with the implementation schedule therein;
2. Establish or otherwise commit the five required posts for Swazi nationals, and fill the respective posts with suitably qualified candidates, in accordance with the Program proposal;
3. Agree to the stationing in Swaziland of two project advisers, who have been appointed by IHAP and approved by the Government, for the duration of the project, to coordinate, administer, execute, and evaluate the program.
4. Agree to the appointment by IHAP subject to approval by the Government, of other technical experts who will provide specialised technical assistance to the project on a short-term basis;
5. Grant the necessary residence permits, work permits, or other authorisations to the project advisers, technical experts, and their dependents to enter or leave the country at any time and to travel freely in Swaziland in the performance of their duties;
6. Grant duty-free importation into the Kingdom of Swaziland of all equipment, supplies and other materials which are required by the IHAP project advisers in support of the Program

7. Grant duty-free importation into Swaziland, within 6 months of first arrival, of the personal effects that are required by the project advisers, technical experts, and their dependents who are stationed in Swaziland; the duty free importation or purchase prior to clearance through the Customs of one motor vehicle for each project adviser and technical expert whose assignment in Swaziland is expected to exceed six months; and the duty-free re-export of such personal effects and motor vehicles when the IHAP staff leave the country;
8. Exempt the project advisers and technical experts from income taxes on income or allowances paid by IHAP for their services in Swaziland under the Program and this Agreement;
9. Provide the project staff with suitable office space in or near the Ministry of Health, as required by the Program during its implementation period; as well as the necessary office furnishings, equipment, and supplies to support the Program.
10. Provide the cost of travel to and from training for two Swazi nationals, in accordance with the Program proposal; and provide the necessary travel documents and other authorisations required for foreign travel;
11. Meet the cost of temporary lodging for the IHAP project advisers, within the limit indicated in the program budget, until they are both established in their long-term accommodation;
12. Provide furnishings for the project advisers' long-term accommodation, in accordance with Government General Orders and the Program budget;
13. Provide in-country transportation support, and in-country per diem allowance, in accordance with Government General Orders and as indicated in the

Program budget;

14. Provide, to the extent possible, such additional assistance and cooperation to the project advisers and technical experts as may be required for their effective discharge of duties and responsibilities under the Program;
15. Agree to consult in advance with IHAP's Chief Project Adviser in Swaziland or with IHAP's Headquarters in New York concerning any matter of importance that affects the Program.

B. IHAP shall:

1. Provide two project advisers for a period of three years, to coordinate, administer, execute, and evaluate the Program in accordance with this Agreement. One of these advisers will be the Chief Project Adviser, who will also be IHAP's Representative in the Kingdom of Swaziland;
2. Provide technical assistance to the Ministry of Health through IHAP's professional staff members or through such organisations or individuals who may be appointed by IHAP to provide technical expertise for the effective and timely execution of the Program;
3. Ensure that the project advisers, technical experts, and their dependents will faithfully observe and abide by the laws and regulations of the Kingdom of Swaziland during their assignments therein;
4. Advise the Government in the selection of the Swazi nationals for long-term training under the Program, make necessary arrangements for their training abroad from funds provided in the Program budget, and provide such other support as may be required for the successful completion of their respective training programs;

5. Disburse funds for the Program as provided in its financial plan and within the limitations therein. Such disbursement of funds will be made solely to support the Program in such manner as is provided for in the Program proposal and according to the provisions and stipulations contained in the Grant between IHAF and USAID for the management and disbursement of the funds;
6. Provide funds and services for the purchase and shipment of vehicles, equipment, supplies, and other material needed for the Program, in accordance with the Program budget;
7. Consult in advance with the Government through IHAF's Chief Project Adviser concerning any matter of importance that affects the Program.

#### ARTICLE 4

All vehicles, equipment, supplies, and other materials to be acquired for the Program under Article 3.A.6. and Article 3.B.6 shall be consigned to IHAF's Chief Project Adviser who will be responsible for the transfer of such goods to the Government in accordance with the terms of the Program proposal.

#### ARTICLE 5

Program performance will be monitored on an ongoing basis, evaluations of the Program will be conducted according to the Program implementation schedule, and such monitoring and evaluation will be carried out to ensure that the Program goal and purpose are achieved by the conclusion of the Program.

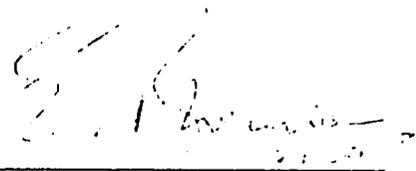
#### ARTICLE 6

This Agreement shall enter into force upon signature and shall remain in force for a period of three years. It shall be modified or extended upon consent of both Parties.

ARTICLE 7

In case of differing viewpoints in the interpretation or execution of this Agreement, the differing viewpoints shall be resolved in a spirit of mutual friendship and cooperation considering the interests of both Parties and the Program.

For the Government of Swaziland



---

Mr E. J. Bhembe  
Acting Permanent Secretary  
Department of Economic  
Planning & Statistics.

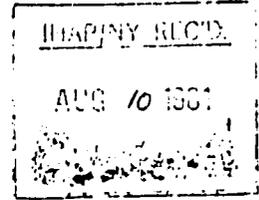
For International Human  
Assistance Programs, Inc.:

---

Dr Myles K. Ren  
Executive Vice President  
and Chief Administrative  
Officer.

UNITED STATES OF AMERICA  
AGENCY FOR INTERNATIONAL DEVELOPMENT

U.S. AID MISSION OF SWAZILAND  
P.O. BOX 750 Mbabane SWAZILAND  
TEL. 42071, 42072, 42629 & 42 0 42073



August 4, 1981

Dr. Myles Ren  
Executive Vice President  
International Human Assistance Programs, Inc.  
360 Park Avenue South  
New York, New York 10010

Subject: Grant 645-0215-G-00-1006-00

Dear Dr. Ren:

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 grants to International Human Assistance Programs, Inc. (hereinafter referred to as "IHAP" or "Grantee") the sum of \$996,000 to provide support for a program in Swaziland as more fully described in the attachment to this Grant entitled "Program Description."

This Grant is effective and obligation is made as of the date of the last signature on this letter and shall apply to commitments made by the Grantee in furtherance of program objectives during the period August 12, 1981 through August 11, 1984.

This Grant is made to IHAP, on condition that the funds will be administered in accordance with the terms and conditions as set forth in Attachment A entitled "Program Description," and Attachment B entitled "Standard Provisions," which have been agreed to by your organization.

Please sign the Statement of Assurance of Compliance, enclosed herein, and the original and seven (7) copies of this letter to acknowledge your acceptance of the conditions under which these funds have been granted.

Please return the Statement of Assurance of Compliance and the original and six (6) copies of this Grant to USAID/Swaziland Mbabane I.D., Department of State, Washington, D.C. 20520.

Sincerely,

*Julius E. Coles*

Julius E. Coles  
Grant Officer

Attachment:

- A. Program Description
- B. Standard Provisions
- C. Statements of Assurance of Compliance

ACCEPTED:

IHAP

BY: *[Signature]*

TITLE: Executive Vice-President, Chief Administrative Officer

DATE: August 12, 1981

FISCAL DATA

Appropriation	:	<u>72-1111021.8</u>
Allotment	:	<u>148-50-645-00-69-11</u>
PIO/T No.	:	<u>N/A</u>
Project No.	:	<u>645-0215</u>
Total Grant Amount	:	<u>\$996,000.00</u>

Funds Available

*William F. Schiller*

Controller