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Shelter Sector Reform Project Newly Independent States of the Former Soviet Union

An ICMA Report

Prepared for the Office of Housing and Urban Programs
Agency for International Development



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**TECHNICAL ASSISTANCE TO THE HOUSING SECTOR
IN THE NEW INDEPENDENT STATES
Component 3: Armenia and Kazakhstan**

**PROJECT ANNUAL REPORT
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I. PROJECT MANAGEMENT AND ADMINISTRATION

ICMA's strategy in Kazakhstan and Armenia closely coordinates work on policy and legislation at the Republic level with parallel pilot projects, focused training, and institution building activities at the local level designed to demonstrate approaches to implementing the national level reforms. The structure of project management in Kazakhstan and Armenia and their relationships with counterparts reflect this approach.

A. KAZAKHSTAN

Last fall, USAID and ICMA (in consultation with ICMA's lead counterpart, First Deputy Minister of Housing Bair Dosmagambetov) concluded that local level projects could best be initiated by having the Housing Ministry enlist and structure local participation. Consequently, USAID directed ICMA to place a second resident advisor with the Housing Ministry, based on the following division of labor:

- one advisor (Richard Gaynor) who would primarily be coordinating policy, legal and institutional development activities at the Republic level; and
- one advisor (Wallace Kaufman) who would be coordinating demonstration, training, and information dissemination activities in Almaty and other localities through the Republic.

In late 1993 through early 1994, much of Dosmagambetov and his staff's attention was absorbed simply in getting the new Housing Ministry up and running. Resident Advisor Kaufman provided considerable support to this effort on an ad hoc basis.

During the Spring and Summer of 1994, Dosmagambetov and, in some instances, the Vice President had established inter-ministerial working groups which ICMA continues to support on land code revision, housing code revision, housing subsidy reform, and cadastral reform. ICMA also developed close working relationships with the State Land Committee, the Ministry of Finance/Tax Inspectorate, the Ministry of Justice, and the Board of the new Housing Bank.

On August 26, 1994, Dosmagambetov resigned from his Ministry post to be assigned the position of deputy chair of the new capital planning commission. The Ministry of Housing, like many other government institutions, is being reorganized. At the end of this reporting period, most major responsibilities remain unassigned, and many of ICMA's contacts who remain have not yet been decisively assigned a position or department.

B. ARMENIA

In Armenia, the Housing Sector reform program currently has three principal government clients: The Department of Urban Policy, the Ministry of Economy's Project

The Department of Urban Policy was formed in January by the Executive Cabinet of the Armenian Government. The Department will assume and enhance responsibility for government policy and legislation for housing, urban development, construction, real estate reform, and earthquake zone activities. The resident advisor works closely with Andranik Andreasian, Director of the Department of Urban Policy. Andreasian reports directly to State Ministers Marterosian and Bagoyan and the Cabinet of Ministers and coordinates between them and the line ministries, other line agencies, and city administrations in the development of policy, laws and government decrees, decisions, and regulations. The creation of the new Department of Urban Policy gives more importance to the housing and urban reform agenda within overall government policy, and as such, promises to enhance the effectiveness of ICMA/USAID technical assistance.

The office of ICMA's resident advisor is located in the Department. Through Andreasian, ICMA has also developed a close working relationship with other key agencies, including the Ministry of Justice, the Ministry of Finance and the Ministry of the Economy.

The Ministry of Economy's Project Implementation Unit (PIU) for the Earthquake Zone Reconstruction Project is responsible for the \$28 million World Bank Loan for Earthquake Zone Reconstruction. On a day-to-day basis, ICMA's lead counterpart is Michael Melkunian, director of the PIU. Melkunian reports directly to Armen Yehgiazarian, the Minister of the Economy, with whom ICMA also deals directly on major issues concerning the project. Prior to becoming Economics Minister in February of 1993, Yehgiazarian headed the Department of Economic Reform, the percussor of the Department of Urban Policy and, in that capacity, was initially ICMA's lead counterpart for all Republic level activity. In the fall of 1993, ICMA selected a construction management expert, Jacob Terk, to work parallel with World Bank funded earthquake zone reconstruction activities in Armenia. Jacob Terk has office space with the PIU. Terk also is advising United Nations High Commissioner for Refugees (UNHCR) and the Armenian YMCA on the construction of refugee housing.

In the City of Yerevan, Anlian deals directly with Mayor Vahagen Khachatryan and other designated officials.

C. KYRGYZSTAN

Recruitment continued for two LTA positions to work at the city level and at the national level in Kyrgyzstan. ICMA identified several candidates for each position. In August, ICMA received authorization from USAID to enter contractual agreements with one candidate to serve as LTA for the city of Bishkek and to coordinate technical assistance at the Republic level. ICMA identified Duane Beard, a county manager from Michigan with experience as a Peace Corps Director in the Solomon Islands, as the best qualified for the position. Mr. Beard will be sent to Kyrgyzstan in November 1994.

II. PROJECT STATUS AND ACCOMPLISHMENTS

The NIS Housing Sector Reform Project implemented by ICMA is focused on helping Armenia and Kazakhstan achieve:

private markets capable of a more efficient and equitable allocation of economic resources for housing and urban development, with increased quality, choice, and availability of affordable housing.

ICMA has provided technical assistance, training/education, and limited commodities that promote this objective through five programs: development of the policy, institutional, and legal framework for private housing and urban real estate markets; privatization of housing and housing maintenance/management; urban land development through market mechanisms; creation of a market-oriented, housing finance system; and development of housing infrastructure and municipal service programs.

A. KAZAKHSTAN

1. Development of policy, institutional and legal framework for private housing and urban real estate markets.

Presidential Decree on New Housing Policy. ICMA supported a task force chaired by Vice President Asanbayev resulting in adoption (September 6, 1993) of a Presidential decree (hereafter Presidential Decree) mandating comprehensive housing policy reform, including:

- the immediate transition from a system of distributing government housing to families free of charge to a system in which free housing will be provided only to the neediest;
- gradually raising rents to market levels while simultaneously re-directing government housing assistance to the poorest families;
- emphasizing the need for private individuals and institutions to assume responsibility for maintenance of privatized housing;
- encouraging emergence of housing finance institutions and a real estate development industry capable of producing housing for most citizens without extensive subsidies;
- recognizing the central role of private developers in answering housing demand; and

- creation of a new Ministry of Housing, Construction, and Development of Territories, consolidating for the first time within one agency the authority to deal comprehensively with the housing sector and overall urban development -- in particular, to consider opportunities for more efficient use of the existing stock in conjunction with plans to stimulate new housing production.

National Conference on Implementation of New Housing Policy. In November 1993, ICMA cosponsored with the Vice President a national conference, attended by the chief architects and deputy administrators for housing/development of Kazakhstan's 19 oblasts, introducing the basic housing reform concepts necessary to implement the Presidential Decree.

Assistance in Formation of New Ministry of Housing, Construction, and Land Development. ICMA has provided assistance to the new Ministry of Construction, Housing and Territorial Development which was created pursuant to the Presidential Decree. Assistance included support to departments and individuals responsible for organizing, regulation and supporting private sector activity (licensing and training appraisers, organizing a building inspections department, training new contractors and developers).

Vice Presidential Resolution Establishing Working Group On Housing Allowance Policy. ICMA supported the formation on March 28, 1994 of an inter-ministerial working group (including ICMA resident advisors) to design and implement a national policy on housing allowances. ICMA helped the Housing Ministry design two pilot projects which would point the way to complying with the presidential mandate to link raising rents to allowances. The purposes of the allowance program include:

- decreasing the political risks and increasing the perceived fairness of raising housing costs toward market prices;
- shifting housing subsidies from supply to demand driven, allowing the market to encourage more efficient use of housing; and
- reducing the crippling burden of housing maintenance now borne by city and oblast governments and by enterprises struggling for profitability and survival.

The Housing Ministry seems prepared to move forward with actual pilots in the two cities, but timing has been confused by the political reorganization of the cabinet and the Ministry.

Comprehensive Revision of Housing Code. Based on ICMA support, a working group (including ICMA resident advisors and ICMA's Kazakhstani legal consultants) was formed to undertake a comprehensive revision of the housing code. The draft code, completed in early 1994, includes provisions governing the housing privatization process and the transfer of management responsibility from government to residents. The draft also

includes specific condominium law to provide the legal foundation for the formation of associations and for residents to assume management/maintenance responsibilities. The draft law has been circulated to all relevant ministries and was published in newspapers nationwide to solicit comments. The working group is reviewing comments and a revised draft is expected to be submitted to Parliament in spring 1995.

Preparation of Draft Mortgage Law. ICMA, working with representatives of the Vice-President's office, the Ministry of Housing, Construction and Land Development, the Ministry of Finance, and ICMA's Kazakhstani legal consultants, prepared a draft Mortgage Law which expands and elaborates on the existing Law on Pledge. The draft has been distributed to relevant ministries for comment but has not yet been submitted to Parliament.

2. Urban land development through market mechanisms.

Land Reform. USAID provided training and assistance to key decision makers (in the Ministry of Housing, Construction and Land Development, the Ministry of Finance, the State Land Committee, and the Ministry of Justice) in basic real property law and the need for more secure land tenure and market-based land allocation, resulting in:

- Presidential Decree (January 24, 1994) authorizing short term (up to 5 years) and long term (up to 99 years) leases of land;
- Cabinet of Ministers Decree (March 9, 1994) establishing "Procedures of Right to Use or Lease Land for Non-Agricultural Purposes" including clarification of rights of Kazakhstani citizens, foreigners and joint-ventures with foreign participation;
- Vice Presidential Resolution (March 28, 1994) establishing inter-ministerial working group (including ICMA/USAID advisors) to draft recommended land code; group completed comprehensive revision of land code to reflect above-referenced decrees and to incorporate other market-oriented provisions;
- model title registration law prepared for inclusion in above-referenced Land Code or for adoption separately; and
- Presidential Resolution (April 5, 1994) authorizing individuals and legal entities to sell, lease, or mortgage land rights.

Auctions of Land Rights. ICMA provided materials and training to members of the State Land Committee and the Almaty City Land Committee to encourage transition to market-based systems for land allocation. These efforts have led to draft "Regulations Concerning Holding of An Experimental Auction of the Rights to Possess, Use, or Lease Land Parcels in Almaty," prepared by the City Land Committee with ICMA assistance. The

City plans to hold a pilot land auction program in which the City of Almaty plans to auction rights to 20 parcels for commercial uses before the end of 1994.

Real Estate Registration System. ICMA has assisted the Ministry of Housing, the State Land Committee and the Ministry of Finance in the design of a national unified real estate registration system. Assistance has included:

- short term visits by 3 real estate registration specialists, Joseph Eckert (April 1994), Lynn Holstein (May 1994), and Gary Jeffress (July/August 1994); and
- U.S. training of officials from the Ministry of Housing, the State Land Committee (and its technical institute, GosNPTSzem), and the Ministry of Finance (see attached training log)

Assistance has resulted in completion of a comprehensive concept paper (endorsed by an inter-ministerial working group) analyzing the existing registration systems in Kazakhstan and making recommendations for the design and implementation of a national real estate registration system. Consensus was also reached on locating registration functions for both land and buildings within the local State Land Committees. Papers addressing the technical and economic issues relating to implementing such a system were also prepared with ICMA assistance. The concept paper led the Prime Minister to establish a Task Force (including one of ICMA's resident advisors) to prepare a resolution for the Cabinet of Ministers authorizing Kazakhstani government agencies to request funding from international donors for the registration system. Based on the groundwork done by ICMA, the World Bank now appears likely to make a loan of between \$20-40 million for a real estate registration project.

Housing Allowances. Toward the end of this reporting period, ICMA provided short term assistance to a working group of senior government officials to familiarize them with general design options and the economic and administrative issues which must be addressed in the design and implementation of local housing allowance programs. Prior to their arrival, the cities of Talgar and Kapchagai (each approximately 50,000 residents within 80 kilometers of Almaty) had been chosen as sites for policy development and pilot projects. ICMA contracted with a local firm to survey residents in the pilot communities to establish the statistical basis for modeling the consequences of various policy designs and for subsequent project evaluation. Using the survey data ICMA staff, advisors and consultants created a computer-based model which municipal officials can use a simple menu to change variables to predict the consequences of adopting specific parameters -- allowance levels, rent levels, and other criteria. Two approaches were modeled--on an allowance targeted based on income; the second, one that would require payments from any household occupying space in excess of specified norms. The latter would sacrifice some gains in equity for administrative simplicity (no income certification required).

Training on Housing in a Market Economy. The Advanced Seminar on Housing, Land Use Planning and Zoning in a Market Economy was held at the University of Maryland under the joint auspices of the School of Public Affairs and the Urban Studies and Planning Program within the School of Architecture. Through lectures, field trips, and group exercises, the participants were introduced to the essential elements of the housing sector as it operates in a market economy. Twenty senior NIS officials attended, fifteen from Kazakhstan and five from Armenia.

Training of Commercial Real Estate Developers. In June 1994, ICMA and the Ministry of Housing sponsored a commercial developer training course designed and taught by Peter Abeles in collaboration with ICMA resident advisors and local real estate investors. Abeles is a real estate development expert who has worked for USAID in other countries and has been particularly involved in the transformation of the Israeli development industry. Thirty-five students attended the course, including would-be commercial developers from all 19 oblasts. The course served as a vehicle for development of training materials for developers and contract documents which can be used throughout the NIS and in formulating proposals for lowering development infrastructure costs.

Appraiser Training. USAID, through ICMA, co-sponsored with the World Bank's Education Development Institute (EDI), three 2-week certificate courses in Almaty to establish the beginnings of an appraisal profession in Kazakhstan. Approximately 135 public and private bank employees, economists, and government appraisers dealing with privatization have attended the courses. The first was co-sponsored by the Ministry of Housing, the second by Igilik Bank, and the third by the State Land Committee. All were co-taught by one of ICMA's Almaty resident advisors and ICMA's consultant Robert West, with West working under the aegis of EDI. The third course was co-taught by one of the graduates of the first course, Ilya Lipkovich. ICMA's resident advisor also provided the introductory lectures for two appraisal courses taught by departments of the State Land Committee. A follow-on mass appraisal course (to be co-taught in part by Lipkovich and Russian trainer Natasha Kalinina) is scheduled for November, and the basic appraisal course will be offered in Bishkek in early 1995.

The ICMA Almaty office identified nominees and provided logistical support for all the training events (in US and in-country) described in the training section of this report, involving Kazakhstani and/or Kyrgyzstani participants. They began screening potential candidates for the fall International Municipal Management Institute training being conducted in the fall by ICMA and Arizona State University in Washington and Arizona.

3. Privatization of housing and housing maintenance/management.

Pilot Project in Privatization of Management and Maintenance Services. With ICMA assistance, the City of Almaty conducted a pilot project in which private contractors bid to take over the maintenance of approximately 1000 apartments in Almaty. The former Mayor of Almaty (Nurkadilov), the former Minister of Housing (Kulibayev), and the former

Prime Minister (Tereshenko) issued resolutions of support approving 1 million tenge from the Republican budget to facilitate funding. The project includes introduction of market-oriented bidding procedures and contract documents. The contract was awarded on August 18, 1994 to private contractor Small Enterprise Magna, a Kazakhstani company specializing in maintenance and renovation of housing. The contract is for 2,010,700 tenge (subject to adjustment based on fluctuations in the tenge/dollar exchange rate) to last through December 1994, with option to renew. A pre-project tenant opinion survey was completed and analyzed by ICMA to provide a baseline for project monitoring and evaluation.

Compilation of Real Estate Market Data Base. ICMA has compiled the first comprehensive data base on market transactions including data on approximately 1000 transactions involving the purchase and sale of apartments in Almaty. This market data base has already been used in the training of prospective real estate appraisers and developers. Over the remaining life of project, it will be expanded and potentially used for:

- organizing the emerging real estate brokerage community;
- establishing the starting prices for auctions of residential land and uncompleted apartment buildings;
- introducing residential market research in conjunction with planned pilot low density, residential subdivision; and
- pilot mass appraisals to help begin the introduction of assessments for a true, ad valorem property tax.

4. Creation of market oriented housing finance system.

Housing Finance Institutional Development. ICMA assistance for housing finance institutional development has included the following principal activities:

- redirection of the role and function of the new housing construction bank (Zhilstroi Bank) from that of a government monopoly institution towards that of a facilitator of the development of a competitive housing finance system involving a number of financial institutions;
- training in mortgage and construction loan underwriting and servicing and appraisal practices;
- development of model mortgage and construction loan policies, procedures, documents, and credit instruments suitable to the current inflationary environment in Kazakhstan; and

- development of programs and products to mobilize savings and investment funds for housing.

The limited GOK funding of Zhilstroi Bank thus far has constrained the bank's ability to implement its mortgage programs. However, the ICMA assistance has resulted in several accomplishments which lay the foundation for the implementation of sound mortgage finance programs as macroeconomic conditions in Kazakhstan become more conducive to credit financing. These accomplishments include:

- Resolution of the Cabinet of Ministers, July 29, 1994, "On Establishing a System of Savings-and-Loan-Accounts for Issuing Credit for Housing Purposes" which adopted several recommendations by ICMA advisors including a method of indexing housing credits, competitive bidding for developers and building materials suppliers; lending to individuals based on credit worthiness, and appropriate control mechanisms and penalties to govern use of GOK bonds allocated to housing finance.
- Adoption by Zhilstroi Bank and approval by the National Bank of Kazakhstan (NBK) of sound construction and mortgage underwriting procedures;
- Adoption by Zhilstroi Bank and approval by the NBK of savings mobilization programs including a housing lottery, a savings-for-housing program and the issuance of housing bonds by commercial developers to fund housing construction;
- Development and implementation of agency and on-lending agreements between Zhilstroi Bank and other banks (Narodny Bank and Akmolaazatstroinvest Bank) in accordance with the agreement between GOK and USAID;
- Underwriting and granting of construction loans by Zhilstroi Bank to finance the completion of unfinished apartments totalling 38,000 square meters (about 500 units) which will be sold at market prices;
- Finalization of agreement between USAID and GOK to focus Zhilstroi Bank's activities on playing the leadership role in developing a housing finance system in Kazakhstan by setting standards for loan underwriting, introducing new housing finance products and services and providing financing through the network of existing banks. (Agreement signed in July, 1994) This was the major focus of TA activity in the first half of 1994.
- Representatives of Zhilstroi Bank and the Ministry of Construction who are responsible for housing finance attended the Pratt construction management and finance seminar in February-March, 1994.

Additional activities planned this fall to strengthen the institutional capacity in Kazakhstan to manage housing finance programs include:

- Initial planning by two banks (Turan Bank and Igilik Bank), which have participated in ICMA training, to create housing finance and real estate services subsidiaries;
- Initiation of internal training programs at all three banks (Zhilstroi Bank, Turan Bank, and Igilik Bank) which have participated in ICMA training.
- Representatives of all three banks will attend the St. Petersburg mortgage finance training course in October 1994.

5. Development of Housing Infrastructure and Municipal Service Programs.

To date, efforts have focused on the introduction of real property tax concepts primarily through technical assistance and training directed to the Tax Inspectorate (within the Ministry of Finance), the State Land Committee and the Housing Ministry. This assistance is aimed at introducing the concept that property taxes represent the revenue source that allows local governments to service the infrastructure and facilities needed to service new urban development by sharing in property values as they appreciate over time.

Activities thus far include:

- workshops in Almaty to demonstrate mass appraisal/property assessment models developed in Poland and Russia;
- assistance to the Prime Minister's inter-ministerial working group on the cadastre in defining and evaluating organizational options for locating the property tax assessment function. This has resulted in the working group's recommendation to consolidate assessment of both land and buildings within the State Land Committee; and
- identification of eight city officials to attend the ICMA/ASU International Municipal Management Institute in the fall.

B. ARMENIA

1. Development of policy, institutional and legal framework for private housing and urban real estate markets.

Comprehensive Revision of Land Code. Over the past year, the government has recognized the need for further legislation to generally clarify real property rights and deal with urban land tenure. The necessity of this task has been underscored by: (1) problems that have arisen as a result of agricultural land privatization, in particular the need to re-

acquire privatized land for airport expansion and other public purposes; (2) the expiration of the moratorium on the resale of agricultural land and the prospect of increasing numbers of legalized, transactions among private parties, and (3) the ongoing privatization of apartments (and prospective condominium legislation) and overall privatization of enterprises which in turn beg the question of the tenure rights to be associated with the private ownership of buildings and other physical structures.

One of the first assignments given to the new Department of Urban Policy by the Prime Minister was to oversee a comprehensive revision of the Land Code to address these needs. ICMA legal consultant Richard Winnie has been supporting this effort, by working with the lead Armenian drafters to educate them to basic legal concepts, clarify the scope of revisions, and review and comment on working drafts. The process has been slow, given the low level of understanding brought to this task by the government lawyers assigned the drafting responsibility. A complete draft has been circulated to other government agencies for review and comment. It is likely to have to go through further extensive revision before being formally acted on by the Cabinet and submitted to the Parliament (by mid-fall of 1995 at the earliest).

Consideration was given to including detailed provisions on real property registration in the Land Code. However, at this time Andreasian proposes to address this need through a government decree and related executive law. He expects to work on this over the fall and has requested ICMA assistance in their preparation.

Assistance in the Revision of the Pledge Mortgage Law. A Law on Pledge and Mortgage, designed in part to provide the legal pre-requisites of secured mortgage lending, was prepared by the Department of Economic Reform and Ministry of the Economy and submitted to Parliament prior to the commencement of the ICMA Shelter Sector Reform Project. This legislation has languished in Parliament since then, but interest has revived in moving it forward through the legislative process. Kim Balyan, Chairman of the Parliamentary Legal Committee expects to have a first reading of the law when Parliament reconvenes in October. ICMA provided Mr. Balyan with a copy of the Mortgage Law which has been adopted by the Republic of Kazakhstan. ICMA consultant Richard Winnie prepared an analysis of the pending legislation, and will transmit these comments to the committee prior to his next visit to Armenia in October.

Assistance in the drafting of Urban Planning and Development Law. Andreasian has identified preparation of an Urban Planning and Development law as the major legislative drafting task to follow upon completion of work on the land code. In June, five Armenian officials and ICMA CCN consultants from the Armenian Urban Research Institute attended the Advanced Seminar on Housing and Land Markets at the University of Maryland. Feedback from the participants indicates that this seminar has been helpful in increasing their understanding of the legislative agenda in land, particularly in respect to defining the prospective scope of the Urban Planning and Development Law.

Condominium Law. With ICMA assistance, a basic housing privatization law was enacted in June of 1993, and most of the implementing decisions anticipated by the law have already been prepared and adopted by the Cabinet of Ministers. A complementary condominium law has been drafted (also with help from ICMA) and is undergoing cabinet level review. ICMA legal expert Winnie will provide assistance as needed and requested by Counterparts in explaining new legal concepts to parties reviewing and acting on the proposed legislation within the ministries and parliament and with any further revisions. With Parliament scheduled to adjourn in August, it is unlikely that this legislation will be introduced to Parliament before mid-autumn at the earliest.

Assuming enactment of the Condominium Law is on tract in Parliament by mid fall, assistance would be given to the Department of Urban Policy in preparing detailed implementing provisions, particularly in respect to condominium formation. This would include incorporation of model condominium association foundation deeds and by-laws already prepared with ICMA assistance. This task could slip to 1995 if the Parliament does not appear likely to act on the legislation by late fall.

Procedures for disposition of land rights by auction or competition. In anticipation of future privatization which would involve payment of a purchase price, the Government has been developing implementation methods for use in selling state lands to private individuals. The Department of Urban Policy, with ICMA assistance, has prepared draft detailed regulations to implement the 1992 Decision authorizing the disposition of land rights by auction or competition (RFP process).

2. Urban land development through market mechanisms

Assistance to the World Bank Earthquake Zone Reconstruction Project. In the summer of 1993, the World Bank requested that USAID provide technical assistance in construction management/supervision to the Project Implementation Unit (PIU) implementing the Earthquake Reconstruction Project in Armenia, and to support the overall process of construction industry privatization. By the fall of 1993, the World Bank staff had a proposal ready for Board approval for a \$28 million loan to the GOA for an Earthquake Reconstruction Project to complete unfinished apartments, provide community facilities and infrastructure, and related activities. Approval was unexpectedly delayed until February of this year due to the politics of Armenia's dispute with Azerbaidjan.

The project originated more as a humanitarian relief effort than as a housing reform project. However, during the loan appraisal process, ICMA/USAID informally encouraged the Bank team to capture the opportunity to demonstrate housing reform concepts as part of the Reconstruction Project's implementation. (It's worth noting that this project, along with some other, smaller international donor supported activities, represents virtually the only construction work underway in Armenia or likely to be initiated over the next year.) The loan agreement requires that all construction be competitively bid (the first such procurement

in Armenia) and that there be some cost recovery from housing recipients; it also envisages that the housing will be owner occupied on a condominium basis.

In response to requests from the World Bank and the GOA, USAID agreed to provide a construction expert to the PIU established by the Government to carry out the project. By the fall of 1993, ICMA had selected Jacob Terk to provide assistance in construction management/supervision, bid processes/preparation, cost and quality control systems, and training.

Over the past year, Mr. Terk has provided the following technical assistance to the PIU for the Project:

- helped develop and put in place cost, quality, and scheduling control systems, including manual preparation for each system;
- has developed and helped implement a project reporting system for all contracts including standards for preparing monthly certificates and draw requests;
- provided training to PIU staff in the use of these systems;
- has assisted with the bidding, award, and negotiation process for the contracts executed to date, including conduct of pre-bid conferences; to date 20 contracts have been awarded for projects including apartment completions, water supply infrastructure, community bathhouses, single family housing, and factory shell completions.
- advised on recruitment of the six consulting firms now providing on-site, construction supervision services on behalf of the PIU.
- prepared a standardized agenda for pre-construction seminars for participants in each project (supervisors and contractors); initially helped conduct these seminars; subsequently trained PIU staff to run these sessions.
- on an on-going basis, has monitored the application of the quality and cost control system, and has advised on issues as they have arisen;
- has consulted with the PIU on improvements to future bids, specifications, and procedures;
- on an on-going basis, has provided informal training to PIU staff and other project participants on a variety of construction management topics.

At the end of this reporting period, the basic aims of this technical assistance have been accomplished:

- the bidding process has been reasonably competitive, and conducted in an open and honest manner;
- the quality of bid preparation has steadily improved as contractors have become familiar with the process; in particular, the range between high and low bids has narrowed considerably--a good indication of more competitive pricing on the part of bidders;
- the cost and quality control systems are fully operable and understood by all parties; the application for payment process appears to be functioning smoothly.
- PIU staff are fully trained, and, at this point capable of conducting the bid process, operating the quality and cost control system, and providing associated training to newly recruited supervisors and contractors without intensive assistance from a western expert.

Assistance to the UNHCR for Housing Assistance for Refugees. Mr. Terk, with the participation of Epstein and Anlian, advised the UNHCR on how to implement a \$1 million program of housing assistance for refugees from the conflict with Azerbaijan. Based on this input, the UNHCR decided to proceed with a program comprised of two major components--apartment completions and a design-build competition to construct low-cost, duplex housing. ICMA, with USAID approval, agreed to make a portion of Mr. Terk's time available to support this effort. In June, UNHCR, with help from Mr. Terk, (1) reached agreement with the Government on unfinished apartment buildings and land to be made available for the projects and (2) contracted the YMCA of Armenia to carry out the project. During the months of June and July, Terk helped the YMCA:

- establish an office and recruit a Project Implementation Unit (YMCA/PIU);
- prepare designs and bid documents for completing 219 apartment units located in thirteen buildings;
- organize bidding for the design-build competition for 200 duplex units--the first such competition in Armenia;
- organize and conduct bid orientations and bidding. Twenty-eight construction firms bid for one or more of the seven contracts that were made available.
- negotiate and award contracts for all the projects.

Total contracts came to \$995,000. Terk also worked with the Deputy Minister of Construction, Artur Karepetian, on incorporating a demonstration of metal stud and roof truss technology into the UNHCR/YMCA project.

Competitive Bidding of Construction Projects. Based on the experience with both the YMCA and the World Bank project, the Government of Armenia has adopted a decision requiring competitive bidding for all government construction work over \$50,000. ICMA is assisting with the implementation of this decision which should greatly expand opportunities for large and small general contracting firms and subcontractors.

Real Estate Registration System. USAID/ICMA has assisted the Government of Armenia in the design of a national unified real estate registration system beginning with technical assistance by ICMA consultants Almy and Holstein earlier in 1993. Several developments have made addressing the legal and fiscal cadastre a higher priority for government:

- (1) the expiration of the moratorium on resale of agricultural lands, and the resulting likelihood of legal purchase and sale of land-rights for the first time;
- (2) the quickening pace of housing privatization, and likely passage of condominium law with consequent need to address registration of land rights associated with apartment buildings;
- (3) the enactment of a land tax in April 1994 based on the "cadastral value" and pending enactment of parallel property tax legislation. (Josephs and Almy have provided review and comment for these bills.)

In July and August, Walter Robillard worked with an ad hoc interministerial group to help formulate an agreed approach to the creation of a market-oriented land registration system and a legal cadastre. Before departure, he presented initial recommendations on (1) organizational reforms to achieve more consistency in the forms and procedures used to define and register real property interests, currently fragmented between land and buildings, and between urban and rural jurisdictions; (2) the indexing systems and methodology used to identify properties and to define boundaries; (3) providing better security and fire protection for existing records; (4) the approach and work program for compiling an adequate cadastre and the technology to be used in the process.

In July, Richard Almy travelled to Armenia to help develop a strategy and work program for implementation of land and property taxes and the creation of a modern fiscal cadastre. He worked primarily with the Department of Urban Policy on a methodological approach to the fiscal cadastre and with the State Tax Inspectorate in implementing effective systems for administering the land and property taxes. Based on this visit, he is preparing detailed recommendations on (1) legal framework, (2) institutional structure, (3) resource requirements, and (4) a training strategy. He also is preparing a manual on Land and Property Tax Administration. During this TDY, he also consulted with ICMA's CCN consultants from the Armenian Urban Research Institute (AURI) on refining the methodology used in their on-going monitoring of market transactions.

Establishment of a Real Estate Brokers Association. A working group of Armenian business students from the American University of Armenia, working under ICMA's supervision, continued their effort to form the first non-profit association of real estate professionals in Armenia. Over the summer their focus shifted from property managers to real estate brokers as the most likely candidates for providing the core membership for launching such an organization. Likely charter participants have been identified and it is expected that the new organization will be formally established in the fall.

3. Privatization of housing and housing maintenance/management.

Resident Association Development in the City Of Yerevan. The City of Yerevan identified the area of implementing housing privatization as its number one priority for technical assistance. A working group was formed to coordinate with Resident Advisor Anlian on a regular basis including the member of the City Council's Executive Committee responsible for overseeing communal services and the Director of the city's housing department responsible for overall housing allocations and privatization. This group reports directly to the Mayor. Staff from the Scientific Research Center for City Management (SRCCM) have been providing consulting services to the project. Additional expertise in condominium organization and property management has been provided by visiting American experts.

The focal point of the sub-project to date has been a nine-building apartment complex (of about 200 units) in the center of Yerevan which was selected to serve in effect as a "laboratory" and pilot project site for testing out procedures for forming resident associations and bidding out property maintenance services. Work accomplished to date includes:

- a survey of resident perceptions and attitudes conducted by Armenian business students from the American University of Armenia;
- the incorporation of the residents into a resident association (Triangle Associates, Ltd.) and election of a Board of Directors, with the understanding that this entity would be converted into a formal, condominium association once enabling law is in place;
- the development of detailed scopes of work, bid documents, and contracts for bidding out maintenance work;
- the commitment from the City to make funds available to the pilot project for bidding out of basic property maintenance services (including trash removal);
- the conduct of the City's first competitive bidding of property maintenance with a steering committee combining resident leaders and city officials;
- the award of a one year maintenance contract to Serik (a private firm) and commencement of work in May of this year.
- the training of Triangle's Board of Directors, of city staff and officials, and of existing and prospective private property maintenance/management firms in conjunction with the demonstration. Some initial "training of trainers" from

- Yerevan State University has been accomplished as well, in anticipation of arrangements to institutionalize certain training functions at the University.
- the recruitment of a resident property manager on a competitive basis in the summer of 1994. ICMA will provide training to the selected property manager.

Earlier this year Anlian arranged with the American University of Armenia's Center for Business Research and Development (CBRD) to use the Triangle Associates complex as the site for a demonstration of residential energy conservation methods being proposed by CBRD for funding from USAID Project Development and Support Funds. Funding was subsequently obtained. The intent of the project is two-fold:

- (1) to research, demonstrate, and promote the use of perlite and other local materials for energy conservation purposes (caulking and weatherstripping); and
- (2) to demonstrate how residents under an association structure can procure and apply these materials and methods on a cost-effective basis.

The project is scheduled for implementation over the late summer and fall and will be coordinated through ICMA's continuing work with the Triangle resident association.

The City with ICMA help has also adapted standardized legal documents to be used in forming condominium associations (foundation deed, by-laws) and a handbook to be used in training of association leaders.

City officials/staff involved in the project have also participated in study tours to Hungary, Moscow, and the U.S. to learn about parallel efforts to privatize housing and housing maintenance in other transitional economies and observe first hand Western approaches to condominium management and property management/maintenance.

More recently, Anlian has also worked out an agreement with Yerevan State University to adapt various training materials provided by ICMA into a short course for training government staff and the leaders of resident associations, and to deliver such training on an on-going basis.

The ICMA Yerevan office identified nominees and provided logistical support for all the training events (in US and in-country) described in the training section of this report, involving Armenian participants. They began screening potential candidates for the fall International Municipal Management Institute training to be conducted in the fall by ICMA and Arizona State University in Washington and Arizona. At the Mission's request participants are to include several Georgians in addition to an Armenian contingent.

Earthquake Zone Resident Association Formation. As noted above, the Government has requested ICMA/USAID assistance in organizing resident's into condominium associations and helping them assume responsibility for building management/maintenance either on a self-help basis or through contracting out for services.

At this writing, about 130 units in Guimry are projected to be ready for occupancy by late August or early September. Other buildings should be completed over the fall in Spitak (about 80 units) and Vanadzor (about 260 units) as well as additional units in Guimry (approximately 230 more)--for a total of 700 units.

Despite prodding from ICMA, the Government's PIU has been slow to make decisions on a timely basis that would enable the formation of fully operative condominium associations to proceed smoothly in conjunction with the actual move-in dates. In part this has resulted from the PIU leadership's preoccupation with simply getting construction contracts let and leadership getting the construction management process into full operation. The delay also reflects the government's hesitation in clarifying the nature and extent of the financial responsibilities to be assumed by the new residents, and coordinating these decisions with the respective local governments in the earthquake zone. The Bank loan envisages residents contributing to the cost recovery of their units plus assuming financial responsibility for building operation and up-keep--something no-one in Armenia has been asked to do before. Everyone involved with the project recognizes the problematic nature of accomplishing this with one of the most financially destitute portions of the population. The recent Bank Mission indicated a willingness to relax these requirements to some extent, but did not result in any decisions.

Initially, ICMA's role will probably be limited to helping form the residents into some interim legal form of association, similar to Triangle Associates in Yerevan, and providing some training and TA to the new boards of directors to provide for a degree of resident involvement in building operation. Full condominium formation and transfer of management/maintenance responsibilities may have to be deferred until the government and the local governments more clearly address the legal/financial basis for the transfer.

Several business students from American University of Armenia have been receiving training from ICMA and are available to do much of the community organizing. The PIU may also hire a local manager for the move-in process and overall transfer of title to residents and documentation of cost recovery agreements.

4. Creation of market oriented housing finance system.

Activities for this component were limited to training events for policy makers in the expectation that assistance to national policy will address development of a market-oriented housing finance system later in the life of the project.

C. Kyrgyzstan

Based on the results of a housing reconnaissance mission to Bishkek and the assessments and recommendations of USAID/Almaty and the American Embassy in Bishkek, ICMA resident advisor Duane Beard will be placed in Bishkek in November, 1994 and will be developing, in conjunction with ENI/EEUD/UDH, a proposed detailed strategy and work plan for his two year assignment. He will form part of a regional resource in the sector which includes two resident advisors in Almaty and supporting assistance from ICMA/Washington.

In anticipation of the commencement of a housing sector reform program in Kyrgyzstan, limited training programs in Almaty and the U.S. were arranged through the Kazakhstan program and occasional seminars were conducted in Bishkek by advisors to the Kazakhstan program. A comprehensive log of training activities conducted for Kyrgyzstani participants to date is included as an appendix to this report.

TASK ORDER SUMMARY (as of August 31, 1994)

- TASK ORDER 1 - Washington, D.C., Project Management**
- TASK ORDER 2 - Long-term Advisors to City of Yerevan and Republic of Armenia**
- TASK ORDER 3 - Seminar on Housing Planning, Design and Development (Almaty, Kazakhstan)**
- TASK ORDER 4 - Study Tour on American Residential Housing for Almaty City Officials (Washington, D.C.)**
- TASK ORDER 5 - Long-Term Advisor to Cities of Almaty and Karaganda and Republic of Kazakhstan**
- TASK ORDER 6 - Short-term Legal Advisor to Republic of Kazakhstan**
- TASK ORDER 7 - Short-term Advisor on Building Codes and Standards to Republic of Kazakhstan**
- TASK ORDER 8 - Report on Relevance of U.S. Uniform Law Reform Movement to Land Privatization in the NIS**
- TASK ORDER 9 - Participation in Seminar on Housing Finance in Emerging Market Economies by Delegates from Armenia and Kazakhstan (Salt Lake City/Park City, Utah)**
- TASK ORDER 10 - Short-term advisor on Property Assessment, Taxation and Registration Systems to Cities of Almaty and Karaganda and Republic of Kazakhstan**
- TASK ORDER 11 - Short-term advisory on Condominium Legislation to Republic of Armenia and City of Yerevan**
- TASK ORDER 12 - Participation in Seminar on Land Privatization by Delegates from Armenia and Kazakhstan (Kiev, Ukraine)**
- TASK ORDER 13 - Short-term Legal Advisor to Republic of Kazakhstan**
- TASK ORDER 14 - Short-term Legal Advisor to Republic of Armenia**
- TASK ORDER 15 - Short-term Legal Advisor on Privatization Topics to Republic of Kazakhstan**

- TASK ORDER 16 - Participation in Study Tour on Housing Privatization in Hungary by Delegates from Armenia and Kazakhstan (Budapest)**
- TASK ORDER 17 - Short-term Advisor on Environmental Planning to City of Moscow, Russian Federation**
- TASK ORDER 18 - Short-term Advisor on Property Management and Training to City of Yerevan**
- TASK ORDER 19 - Short-Term Advisor on Property Assessment, Taxation and Registration to City of Yerevan and Republic of Armenia**
- TASK ORDER 20 - Short-term Advisor to City of Almaty on Housing Sector Market Dynamics**
- TASK ORDER 21 - Short-term Advisor to Kyrgyzstan and City of Almaty on Property Assessment, Taxation, and Registration Systems**
- TASK ORDER 22 - Long-term Advisor to City of Almaty**
- TASK ORDER 23 - Short-term Advisor In Support of World Bank Loan to Russia**
- TASK ORDER 24 - Short-term Advisor to City of Yerevan and Republic of Armenia on Housing Maintenance Privatization**
- TASK ORDER 25 - Central Asia Housing Reform Study**
- TASK ORDER 26 - Conference in Almaty, Kazakhstan, on Implementation of the Presidential Housing Decree**
- TASK ORDER 27 - Short-term Advisor to Kazakhstan on Housing Finance**
- TASK ORDER 28 - Short-term Legal Advisor to City of Yerevan**
- TASK ORDER 29 - Short-term Advisor to City of Yerevan on Property Management and Training**
- TASK ORDER 30 - Short-term Advisors to City of Yerevan and Republic of Armenia on Property Assessment, Taxation, and Registration**
- TASK ORDER 31 - Short-term Advisor to Republic of Armenia on Construction Supervision and Training**
- TASK ORDER 32 - Short-term Advisor to Russia on Land Privatization Strategy**

- TASK ORDER 33 - U.S. Study Tour for City of Yerevan Housing Officials**
- TASK ORDER 34 - Short-term Advisor for World Bank Earthquake Reconstruction Project**
- TASK ORDER 35 - Short-term Advisor to Republic of Armenia on Legal Issues**
- TASK ORDER 36 - U.S. Study Tour for Armenian/Kazakhstani Senior Government Officials (Participant Training Extension)**
- TASK ORDER 37 - Short-term Advisor to Republic of Kazakhstan on Housing Finance**
- TASK ORDER 38 - Short-term Advisor to Republic of Kazakhstan on Property Management**
- TASK ORDER 39 - Short-term Advisor to Republic of Kazakhstan on Housing Finance**
- TASK ORDER 40 - Training Activities in Support of Housing & Housing Service Privatization projects in Yerevan and the Earthquake Reconstruction Zone of Armenia**
- TASK ORDER 41 - U.S. Study Program for Armenian Senior Officials**
- TASK ORDER 42 - U.S. Supplemental Work for Kazakhstani & Kyrgyzstani Senior Government Officials**
- TASK ORDER 43 - Short-term Construction Advisor on Earthquake Reconstruction Project**
- TASK ORDER 44 - Advanced Seminar on Housing, Land Use Planning and Zoning, School of Public Administration, University of Maryland**
- TASK ORDER 45 - Short-term Advisor on Taxation & Registration Systems**
- TASK ORDER 46 - Short-term Advisor for Earthquake Reconstruction Project in Armenia**
- TASK ORDER 47 - Observational Study Tour**
- TASK ORDER 48 - Short-term Advisor to the Government of Kazakhstan on Property Assessment, Taxation & Registration Systems**

- TASK ORDER 49 - **Training Course for Commercial Developers in the Republic of Kazakhstan**
- TASK ORDER 50 - **Short-term Advisor to the Government of Armenia on Property Management**
- TASK ORDER 51 - **Short-term Advisor to the Government of Kazakhstan on Property Management**
- TASK ORDER 52 - **Short-term Legal Advisor to the Government of Armenia (Richard Winnie)**
- TASK ORDER 53 - **Housing Maintenance Study Tour**
- TASK ORDER 54 - **Short-term Advisor to the Government of Kazakhstan on Land Registration/Cadastral Systems**
- TASK ORDER 55 - **Short-term Advisor to the Government of Kazakhstan on Housing Economy**
- TASK ORDER 56 - **Housing Allowance Program Analysis for the Government of Kazakhstan**
- TASK ORDER 57 - **Short-term Advisor to the Republic of Armenia on Property Tax/Fiscal Cadastral Systems**
- TASK ORDER 58 - **Short-term Advisor to the Republic of Armenia on Land Registration/Cadastral Systems**
- TASK ORDER 59 - **Short-term Legal Advisor to the Republic of Armenia (Daniel Maljanian)**
- TASK ORDER 60 - **Housing Finance Advisors to the Republic of Kazakhstan**
- TASK ORDER 61 - **Short-term Advisor to the Republic of Armenia on Property Management and Training**

MAJOR PROJECT DELIVERABLES (as of August 31, 1994)

Abeles, Peter. *Initial Training Course for the Developers in the Republic of Kazakhstan*, July 1994. TO#49.

* Aida, Iskoyan. *Legislation Concerning the Regulations of Land Relationships in the Republic of Armenia and Some Proposals for Its Improvement*, March 1993.

Almy, Richard. *Cadastral Records, Property Taxation, and the Privatization of Property in the Republic of Armenia*, October 1993. TO#19.

Almy, Richard. *Implementing Land and Property Taxes and Creating a Fiscal Cadastre in the Republic of Armenia*, February 1994. TO#30.

* Aloyan, A. *Adoption of the Main Statutes on Forming the Urban Development Policy During the Transitional Period of the Republic of Armenia*, 1993.

Anlian, Steve, ed. *Summary Report: Paid Use of Land in the Cities of the Republic of Armenia*, February 1993.

Anlian, Steve. *Resident Survey Report for Pilot Privatization Project*, December 1993.

Anlian, Steve and City Management Research Center (Yerevan), *Housing Management, Utilization, Servicing, and Repair*, January 1994.

* Armenian Urban Research Institute. *Privatization of Housing and Housing Service Demonstration and Training USAID/ICMA Housing Reform Program in Armenia*, September 1993.

* Armenian Urban Research Institute & Yerevan State University. *Housing Indicators for the Republic of Armenia and the City of Yerevan*, October 1993.

Eckert, Joseph K. & Natasha Kalinina. *Recommendations for Creating Property Titling and Real Estate Information Systems to Support Property Tax Systems and the Privatization Process*, May 1993. TO#10.

Eckert, Joseph. *Thoughts on the Next Stage of Work in Kazakhstan*, May 1994. TO# 48.

Epstein, Peter. *Conceptual Strategy for Technical Assistance for Shelter Sector Reform in Selected Newly Independent States*, March 1993.

Epstein, Peter. *Operational Strategy for Technical Assistance for Shelter Sector Reform: City of Almaty*, March 1993

- Epstein, Peter. *Operational Strategy for Technical Assistance for Shelter Sector Reform: Republic of Kazakhstan*, March 1993.
- Epstein, Peter & Steven Anlian. *Operational Strategy for Technical Assistance for Shelter Sector Reform: City of Yerevan*, March 1993.
- Epstein, Peter & Steven Anlian. *Operational Strategy for Technical Assistance for Shelter Sector Reform: Republic of Armenia*, March 1993.
- Epstein, Peter. *Technical Assistance for Shelter Sector Reform in Kyrgyzstan: A Reconnaissance Report*, August 1993.
- Feiden, Peter, et. al. *Housing Privatization in the Central Asian Republics of the Former Soviet Union: Uzbekistan, Kyrgyzstan, Turkmenistan, and Kazakhstan*, December 1993. TO#25.
- Gaynor, Richard. *Condominium Form of Ownership and Management of Multifamily Apartment Buildings in the Republic of Kazakhstan*, August 1993. TO#15.
- Gaynor, Richard. *Model Condominium Foundation Deed and Bylaws*, August 1993. TO#15.
- Hattis, David B. *A Building Regulatory System for Kazakhstan: Building Codes in a Market Economy*, February 1993. TO#7.
- Holstein, Lynn. *Aspects of Legal Cadastre*, January 1994. TO#30.
- Institute of Economic and Marketing Relations. *Housing Indicators for Almaty and the Republic of Kazakhstan*, September 1993.
- Jeffress, Gary. *Real Estate Registration and Valuation System for the Republic of Kazakhstan*, July 1994. TO# 54.
- Josephs, Robert. *Preliminary Assessment of Laws and Institutions for Private Real Estate Markets in Armenia*, June 1993. TO#14.
- Josephs, Robert. *Seminar on Real Property Interests*, June 1993, TO#14.
- Josephs, Robert. *Legal Assistance to the Department of the Economy, Government of the Republic of Armenia*, June 1993. TO# 14.
- Kalinina, Natasha. *Improvements in Systems of Real Property Titling, Assessments, and Taxation in the Republic of Kazakhstan*, June 1993. TO#10.

Kaufman, Wallace. *Private Housing Market Information in Almaty, Kazakhstan: Investigation of Creating a System of Reporting and for Organizing Ongoing Technical Assistance*, August 1993. TO# 20.

Kayden, Jerold. *Providing an Appropriate Legal and Institutional Infrastructure for Land and Building Markets in Armenia: A Preliminary Checklist for Action*, May 1992.

Kucharzak, Michael. *Housing Maintenance Privatization: Almaty Demonstration Project, Kazakhstan (June 8 - July 18, 1994)*, July 1994. TO# 51.

Lawton, John. *Comments on the Training Program at Yerevan State University for Staff Training on Condominium Associations Organization and Management*, March 1994. TO#40.

Lipman, Barbara and Antony Phipps. *Housing Allowances in Kazakhstan: Program Design and Implementation Strategies*, July 1994. TO# 55 and 56.

Maljanian, Daniel. *Proposed Municipal Management/Finance Reform Technical Assistance: Preliminary Legal and Institutional Assessment*, Republic of Armenia, August 1994. TO# 59.

Miller, Alex. *Model Approaches to the Formation of Residential Associations in Armenia*, August 1993. TO#18.

Miller, Alex. *Workshop on Private Management and Maintenance in the Republic of Armenia and the City of Yerevan*, August 1993. TO#18.

Miller, Alex. *Property Management and Training in the City of Yerevan*, August 1993. TO# 18.

Miller, Alex. *Training Workshops on Condominium Management and Operations and Condominium Operations for Owners and Directors*, January 1994. TO#29.

* Mushegian, Gurgen. *About Land Reform in the Cities of the Republic of Armenia*, July 1993.

* Mushegian, Gurgen & Petros Sogomonian. *Policy of Management of Urban Land With Its Legal Provisions in the Transitional Period of the Republic of Armenia*, May 1993.

Najarian, Nancy. *Armenia's Burgeoning Real Estate Sector: A Survey of the Residential Real Estate Sector*, January 1993.

Rabenhorst, Carol. *Housing Privatization and the Establishment of Condominiums in the Republic of Armenia*, April 1993. TO#11.

Reddy, Mahesh. *Development of Housing Maintenance Budgeting and Financial Control Systems: Housing Privatization Program for the Republic of Armenia*, November 1993. TO#24.

Sanger, John. *Preliminary Assessment of Laws and Institutions in the Private Real Estate Market of the Republic of Kazakhstan and Recommended Reform Strategy*, February 1993. TO#6.

Sanger, John. *Seminar on the US Laws on Real Property, Housing, Land Development and Government Regulation of Private Property*, February 1993. TO#6.

Sanger, John. *Supplement to Reform Strategy Agenda on Priority Agenda for Legal Reform for Housing and Real Estate Markets in the Republic of Kazakhstan*, May 1993. TO#13.

Schreiberg, Sheldon. *The Uniform State Law Movement in the United States as a Model for the Development of Land Privatization in the Newly Independent States*, February 1993. TO# 8.

Sienkiewicz, Eugene. *Almaty Housing Maintenance Privatization Project, Kazakhstan*, April 1994. TO# 38.

Sienkiewicz, Eugene. *Housing Privatization Trip Report, Republic of Armenia*, June - September 1994. TO# 50.

Terk, Jacob. *Construction Quality Control Manual*, January 1994. TO# 31.

Terk, Jacob. *Short-Term Assistance to the Government of Armenia on the Earthquake Reconstruction Project*, March 1994. TO# 34.

Weis, Elaine. *Status Report on the Implementation of the New Housing Finance Policy in Kazakhstan*, January 1994. TO# 27.

Weis, Elaine. *Review of the Implementation of Zhilstroï Bank*, April 1994. TO#37.

Weis, Elaine. *Trip Report on the Resolution of Policy Issues Regarding Zhilstroïbank*, April 1994. TO# 39.

Winnie, Richard. *Legal Assistance in Support of Land Privatization Program*, November - December 1993. TO# 28.

Winnie, Richard. *Legal Assistance in Support of Land Privatization Program, Republic of Armenia*, July 1994. TO# 52.

Winnie, Richard. *Legal Assistance in Support of Land Privatization Program, Republic of Armenia*, February 1994. TO# 35.

West, Robert. *Property Tax Initiative in Kyrgyzstan*, September 1993. TO#21.

West, Robert. *Real Estate Appraisal and Licensing in Kazakhstan*, September 1993. TO#21.

**SHELTER SECTOR REFORM PROJECT
LIST OF SEMINARS, CONFERENCES, AND OTHER TRAINING ACTIVITIES
FOR ARMENIAN PARTICIPANTS**

Date/Location	Organizer/ Presenter	Participants	Description
Oct./Nov. 1992 Yerevan, Armenia	P. Epstein	Director, <i>Dept. of Economic Reform</i> and other Department staff	In conjunction with a TDY to Armenia, P. Epstein held a workshop on <i>housing reform policies and strategies</i> .
February 24 - March 6, 1993 Salt Lake City, Utah	Pratt Associates	C. Kirakosvan, <i>Chief of External Operations, Department of Economic Reform</i> ; S. Hakpian, <i>Housing Dept., City of Yerevan</i>	Ten-day seminar on <i>housing finance in emerging market economies</i> .
May 1993 Kiev, Ukraine	PADCO	A. Andreasian, <i>Chief, Office of Real Estate Reform</i> ; G. Mushegian, <i>Director, Armenian Urban Research Institute</i>	Four day seminar on <i>privatization of land and urban development</i> .
March 1993 Yerevan, Armenia	P. Epstein C. Rabenhorst	Almaty city officials	In conjunction with P. Epstein and C. Rabenhorst TDYs, held workshops and seminars on <i>housing privatization and condominium concepts</i> .
June 1993 Yerevan, Armenia	R. Josephs	GOA officials	In conjunction with R. Josephs TDY, held seminar on <i>real property rights</i> .
July/Aug. 1993 Yerevan, Armenia	R. Almy	Working group on privatization; city officials	Seminar on <i>property assessment, taxation and registration</i> with particular reference to titling requirements to implement housing privatization and market monitoring systems to support market-based property valuations and financial cadastres.

Date/Location	Organizer/ Presenter	Participants	Description
July 1993 Budapest, Hungary	MRI	A. Andreasian, <i>Chief, Office of Real Estate Reform</i> ; G. Malkhasyan, <i>Director, Ministry of Justice, Legislative Dept.</i> ; A. Arakelian, <i>Director, Yerevan Scientific Research Center of City Management Systems</i> ; S. Hakopian, <i>Chairman, City of Yerevan Housing Dept.</i> ; K. Khachatryan, <i>Director, City of Yerevan Building Maintenance and Utilization Center.</i>	Five-day study tour of <i>housing privatization in Hungary</i> . Participants were also briefed on USAID-supported housing allowance and housing maintenance projects with the City of Moscow.
July 1993 Yerevan, Armenia	A. Miller		In conjunction with A. Miller TDY, held a one-day seminar on <i>private homeowners' associations and private housing/maintenance</i> .
Oct./Nov. 1993 Yerevan, Armenia	S. Anlian	Newly elected Boards of Directors resident associations	Three-day training session on <i>organization and management of resident associations</i> .
October 1993 Yerevan, Armenia	R. Almy L. Holstein		In conjunction with Almy/Holstein TDYs, workshops/training events were held concerning <i>cadastre reform and titling</i> .
Nov. 1993 Yerevan, Armenia	A. Miller		The focus of Miller TDY were several interrelated training events: training for the board of directors of the Yerevan apartment complex being used for demonstration purposes; training of prospective bidders for <i>housing management/maintenance contracts</i> ; and initial "training of trainers" for prospective <i>property management</i> trainers recruited from Yerevan State University.
Dec. 1993 Yerevan, Armenia	J. Terk	Local supervisors from government and private consulting companies	Training included developing the supervisors' scope of work, implementation of the <i>construction quality and cost control systems</i> , the methodology for monitoring the systems by the local supervisors at the job site, and monitoring a common project reporting system for all construction contracts.

Date/Location	Organizer/ Presenter	Participants	Description
Jan. 1994 Atlanta, Georgia	A. Miller	City of Yerevan officials concerned with housing maintenance and privatization including the Deputy Mayor with responsibility in this area, the head of the Government's Project Implementation Unit for the Earthquake Zone, and officials from the City of Stepanvan in the Earthquake Zone.	Study tour of <i>American property management practice</i> in preparation for USAID assisted demonstration projects to be carried out by the City of Yerevan and at various locations in the earthquake reconstruction zone. The study tour focussed on various models for procuring property management and maintenance services, particularly through different forms of common interest association of owner-occupants, as well as the management of condominiums and cooperatives.
Feb./March 1994 Salt Lake City, Utah	Pratt and Associates	A. Andreasian, <i>Head of the Department of Urban Policy</i>	Seminar on <i>Housing Finance and Management</i> .
February 21-22, 1994 Chicago, Il.	R. Almy	A. Andreasian, <i>Head of the Department of Urban Policy</i>	Study tour on property taxation and assessments. In Chicago, Andreasian met with several experts on taxation and assessment. He toured the Illinois Department of Revenues, and the Cook County Assessor's Office.
March 7-11, 1994 Washington, DC	ICMA P. Epstein	A. Andreasian, <i>Head of the Department of Urban Policy</i>	Extended training on US housing institutions. During the week, meetings were held with various Washington area developers and brokers. The week ended with a discussion with P. Epstein on Armenia's land codes, and the future strategy of housing reform.

Date/Location	Organizer/ Presenter	Participants	Description
June 9 - 30 1994 College Park Md.	David Falk University of Maryland	A. Bagratian, <i>Director, Department of Inventory and Registration of Buildings and Structures, City of Yerevan</i> ; G. Gyirjian, <i>First Deputy Director, Committee of Architecture and City Construction, Republic of Armenia</i> ; S. Kotolikian, <i>Deputy Director, Department of Urban Policy, Republic of Armenia</i> ; G. Mushegian, <i>Director, Armenian Urban Research Institute, and Professor, Institute of City Construction</i> ; P. Sogomonian, <i>Deputy Director, Armenian Urban Research Institute.</i>	need summation

**SHELTER SECTOR REFORM PROJECT
LIST OF SEMINARS, CONFERENCES, AND OTHER TRAINING ACTIVITIES
FOR KAZAKHSTANI PARTICIPANTS**

Date/Location	Organizer/ Presenter	Participants	Description
Oct./Nov. 1992 Almaty, Kazakhstan	Engin Artemel	Over 130 local government and Republic officials	A two-day seminar on housing planning, design and development. The seminar was followed by two days of work shops.
January 1993 Karaganda, Kazakhstan	Peter Epstein	Officials from the City of Karaganda, and the Republic	While negotiating agreements with the City of Karaganda, and the Republic of Kazakhstan, Peter Epstein conducted seminars on housing reform strategy and housing allowances for city officials and staff.
November 1993 Washington, DC		B. Jasinbayev, <i>Deputy Mayor of Almaty for Housing</i> ; K. Loma, <i>Almaty Director of Housing Maintenance</i> ; S. Yermekbayev, <i>Committee for External Economic and Cultural Relations</i>	Two-week study tour on American residential housing.
February 24 - March 6, 1993 Salt Lake City, Utah	Pratt and Associates	B. Dosmagambetov, <i>Chairman of the Republic's State Committee on Architecture and Construction</i> ; M. Sagyndykova, <i>Deputy Chairman of the Kazakhstani Bank for Credit and Social Development</i> ; A. Sultangazin, <i>Deputy Mayor of the City of Karaganda</i>	Ten-day seminar on housing finance in emerging market economies.
May 1993 Kiev, Ukraine	PADCO	B. Kovalev, <i>Chief of the ROK Department of Land Tenure, Committee on Land Relations</i>	Four-day seminar on privatization of land and urban development in the Ukraine.

Date/Location	Organizer/ Presenter	Participants	Description
January 1993 Almaty, Kazakhstan	John Sanger	ROK officials	Seminar on market-oriented real property law and land use regulations.
January 1993 Almaty, Kazakhstan	David Hattis	Officials and staff of the ROK	Seminar on building codes and standards in a market economy. This included a discussion on how building codes are developed, and inspection procedures.
January 1993 Karaganda, Kazakhstan	David Hattis	Officials and staff of the City of Karaganda	Seminar on building codes and standards in a market economy.
January 1993 Almaty, Kazakhstan	David Hattis	Deputy Mayor for Construction in Almaty and staff	Workshop on building codes and the housing construction industry in Almaty.
March 1993 Almaty, Kazakhstan	Joseph Eckert	Sixty participants from ROK, Cities of Karaganda, Almaty, and Bishkek	Seminar on Property assessment, taxation and registration systems.
June 1993 Almaty, Kazakhstan	Natasha Kalinina	Officials from the cities of Karaganda and Almaty	Training on the use of a computer information system for land titling and registration
July 1993 Almaty, Kazakhstan	Richard Gaynor	Officials from the City of Almaty and staff	Seminar on legal and operational issues involved in condominium formation.

Date/Location	Organizer/ Presenter	Participants	Description
July 5-9, 1993 Budapest, Hungary	MRI	S. Bekmukhambetov, <i>Committee on Architecture and Construction</i> ; K. Tusupbekov, <i>Chief Architect of Karaganda</i> ; A. Burlachenko, <i>Deputy Mayor of Karaganda</i> ; A. Begimbetov, <i>Director of the Bureau of Technical Information</i>	Four-day study tour of privatization in Hungary.
July 11, 1993 Moscow, Russia	Peter Epstein Ray Struyk	S. Bekmukhambetov, <i>Committee on Architecture and Construction</i> ; K. Tusupbekov, <i>Chief Architect of Karaganda</i> ; A. Burlachenko, <i>Deputy Mayor of Karaganda</i> ; A. Begimbetov, <i>Director of the Bureau of Technical Information</i>	Kazakhstani officials returning from Budapest were briefed on housing allowances and housing maintenance programs in Moscow.
August 1993 Philadelphia, PA	Fels Institute, University of Penna.	A. Kondratenko, <i>Chief of the Credit Department of the Kazakh Bank for Credit and Social Development</i>	Seminar on housing finance.
November 1993 Almaty, Kazakhstan	Wallace Kaufman Rick Gaynor	Deputy administrators and chief architects from most of the 19 oblasts and the largest cities in Kazakhstan, and officials and staff from the new Housing Ministry	A major conference dealing with issues of the Presidential Decree 'A New Housing Policy.'
September 1993 Almaty, Kazakhstan	Robert West	City and Republic officials	Seminar on property valuation, taxation, and registration systems.
January 1994 Almaty, Kazakhstan	USAID/EDI		Training seminar on professional real estate appraisal. ICMA prepared a case study for use during the training course.

Date/Location	Organizer/ Presenter	Participants	Description
February 1994 Salt Lake City, Utah	Pratt and Associates	O. Takayev, <i>Deputy Chairman of the Governing Board of the Zhilstroi Bank</i> ; N. Krasnocelsky, <i>Deputy Minister of the Economy</i> ; Yu. Rodenka, <i>Chairman of Finance</i> ; Zh. Ducimbekov, <i>Housing Ministry</i> ; S. Bekmukhambetov, <i>Committee on Architecture and Construction</i>	Seminar on construction finance and management
March 6 & 7, 1994 Washington, DC	Elaine Weis	O. Takayev, <i>Deputy Chairman of the Governing Board of the Zhilstroi Bank</i> ; N. Krasnocelsky, <i>Deputy Minister of the Economy</i> ; Yu. Rodenka, <i>Chairman of Finance</i> ; Zh. Ducimbekov, <i>Housing Ministry</i> ; S. Bekmukhambetov, <i>Committee on Architecture and Construction</i>	Seminar on housing finance, indexed mortgages, and detailed business planning for the new Housing Construction Bank.
June 6, 1994 Almaty, Kazakhstan	Peter Abeles	30 to 40 Commercial Developers from both the government and private companies	Commercial developer training seminar.
May 3 - 17, 1994 San Francisco, CA Washington, DC	Rick Gaynor	Bair Dosmagambetov, <i>First Deputy Minister of the Ministry of Construction, Housing and Land Development</i> ; Nikolai Krasnoselski, <i>First Deputy Minister of the Ministry of Economy</i> ; Alexander Sizov, <i>First Deputy Chairmen of the State Committee on Land Relations</i> ; Alby Ikranbekov, <i>Deputy Chairmen of the State Committee on Land Relations</i> ; Karabeck Akimbeckov, <i>Deputy Chairmen, State Property Committee</i> ; Almangeldy Zhikin, <i>Ministry of Finance, Deputy Head of Tax Inspectorate</i>	Observational Study Tour on US land and real estate markets. The San Francisco portion of the tour included sessions with bankers, experts in real estate and infrastructure finance, and the Director of San Francisco's Planning Department. The group visited the City Tax Assessor, and the County Property Records. In Washington, sessions were held on residential brokerages, public land management, reform of fiscal and legal cadastre, and property taxation.

Date/Location	Organizer/ Presenter	Participants	Description
May 1994 Almaty, Kazakhstan	IGILIK Bank	42 students from the banking business and mortgage lending	Real Estate Appraisal Seminar. Taught by Demir Yener of EDI, Robert West from California's state appraisal office, and Wallace Kaufman, ICMA's Residential Advisor. Elaine Weis lectured on the role of mortgage lending and the banking business.
June 1994 Almaty, Kazakhstan	Wallace Kaufman, Rick Gaynor, Peter Abeles, Frecia Johnson	35 participants drawn from government designated development companies with additional participation from private building/development firms and government personnel prospectively involved in residential development projects	Commercial Development Seminar. The week long course emphasized fundamental steps in the development process from site selection and evaluation to defining the product, drafting pro formas, and marketing.

Date/Location	Organizer/ Presenter	Participants	Description
<p>June 1994 College Park, MD</p>	<p>David Falk</p>	<p>Y. Aibasov, <i>Director, Dept. for Planning and Territorial Development, Ministry of Construction</i>; B. Danyshpanov, <i>Director, City Land Committee, Almaty</i>; B. Dauletov, <i>Deputy Chairman, State Land Committee</i>; V. Dolzhenkov, <i>First Deputy of Administration, Almatinskaya Oblast</i>; B. Egimbayev, <i>Chairman, Construction Committee, Aktubinskaya Oblast</i>; G. Konakbayev, <i>Chairman, Construction Committee, Karagandinskaya Oblast</i>; A. Megid, <i>Chairman, Construction Committee, East Kazakhstan Oblast</i>; V. Mikhailov, <i>Deputy Director of Administration, Kustanaiskaya Oblast</i>; B. Ospanov, <i>Chairman, State Land Committee</i>; E. Ozoling, <i>Deputy Minister, Ministry of Construction</i>; G. Poplavskaya, <i>Director, Department of Land Development, Ministry of Construction</i>; A. Tashkarayev, <i>Deputy Director of Administration, South Kazakhstan Oblast</i>; V. Toskin, <i>Chairman, Construction Committee, Semipalatinskaya Oblast</i>; Kh. Ziyash, <i>State Holding Company Almatystroi, Almaty</i></p>	<p>Three week long seminar on housing, land use planning, and zoning in a market economy.</p>

Date/Location	Organizer/ Presenter	Participants	Description
July 1994 Washington, DC	Quadel Consulting Corporation	<p><i>L. Reznikova, Vice-President of the Joint-Stock Housing Maintenance Operations Co., Almaty; S. Fazylov, Chairman of Almaty Oblast Construction Committee; B. Kasenov, Deputy Head of the Department on Housing Stock Modernization, Min. of Housing; E. Malkov, Leading Specialist of the Office for Housing Stock Modernization, Ministry of Housing; A. Alpysbayev, Head of Frunzensky District PREU; V. Zhurin, First Deputy Chairman of a State concern "Kazzhilkomkhoz"</i></p>	<p>Week long study tour on multifamily housing management and maintenance.</p>

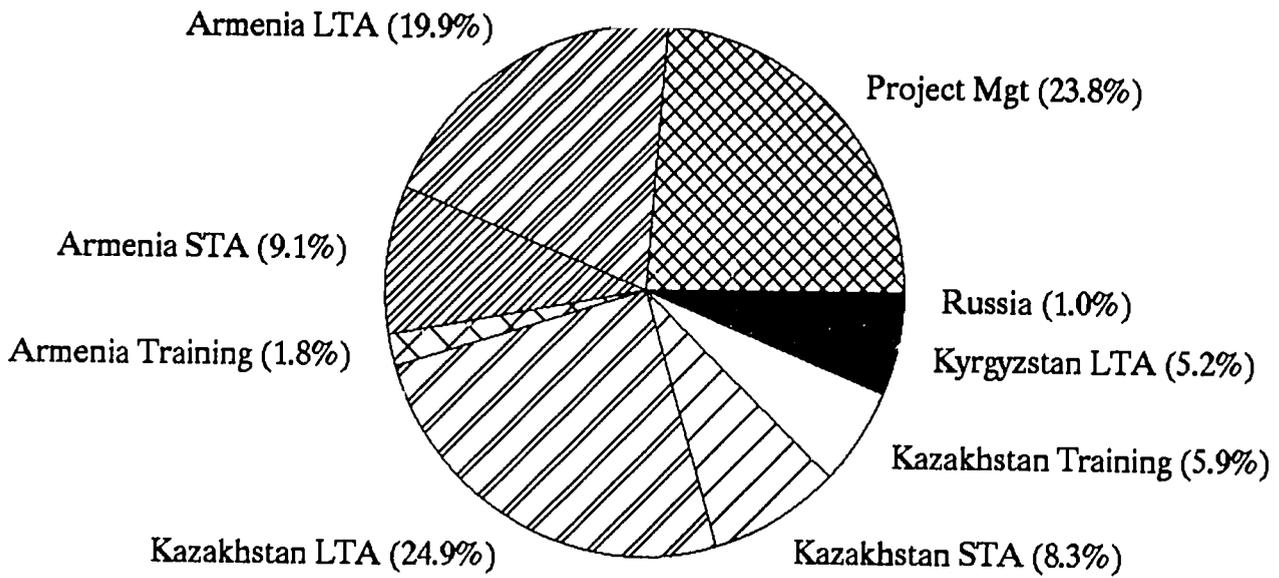
**SHELTER SECTOR REFORM PROJECT
LIST OF SEMINARS, CONFERENCES, AND OTHER TRAINING ACTIVITIES
FOR KYRGYZSTANI PARTICIPANTS**

Date/Location	Organizer/ Presenter	Participants	Description
Oct./Nov. 1992 Almaty, Kazakhstan	Engin Artemel	Officials from the City of Bishkek	A two-day seminar on housing planning, design and development. The seminar was followed by two days of work shops.
March 1993 Almaty, Kazakhstan	Joseph Eckert	Officials from the City of Bishkek	Seminar on Property assessment, taxation and registration systems.
July 5-9, 1993 Budapest, Hungary	MRI	B. Asankunov, <i>Department of Housing and Communal Services</i>	Four-day study tour of privatization in Hungary.
July 11, 1993 Moscow, Russia	Peter Epstein Ray Struyk	B. Asankunov, <i>Department of Housing and Communal Services</i>	On the return trip from Budapest, the participant was briefed on housing allowances and housing maintenance programs in Moscow.
August 1993 Philadelphia, PA	Fels Institute, University of Penna.	B. Shaikov, <i>Deputy Chairman of the Republic of Kyrgyzstan's State Property Fund</i>	Seminar on housing finance.
September 1993 Bishkek, Kyrgyzstan	Robert West	City and Republic officials	Seminar on property valuation, taxation, and registration systems.
February 1994 Salt Lake City, Utah	Pratt and Associates	T. Kineshov, <i>Chief Architect of Bishkek</i>	Seminar on construction finance and management
March 1994 Washington, DC	Elaine Weis	T. Kineshov, <i>Chief Architect of Bishkek</i>	Seminar on housing finance, indexed mortgages, and detailed business planning for a mortgage bank.

Date/Location	Organizer/ Presenter	Participants	Description
June 1994 Bishkek, Kyrgyzstan	International Executive Service Corps/Presidential Apparat	35 participants, including the Deputy Minister of the Ministry of Agriculture and Food, the Deputy Minister of the State Property Fund, the Deputy Head of the State Committee for Economics, the Deputy Head of the Tax Inspectorate, members of the Presidential Apparat, and oblast representatives	Rick Gaynor gave a presentation on land reform at a public administration seminar jointly sponsored by the International Executive Service Corps and the Presidential Apparat

Expenditures by Component

1 September 1992 – 31 August 1994



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Expenditures by Component

TO#	Name	USA	Russia	Armenia	CAR	Kyrgyzstan	Other	Total Budget
1	Epstein, Peter	2,167,580						2,167,580
2	Anlian, Steven			1,811,255				1,811,255
3	Artemel, Engin				23,494			23,494
	Plamer, Agnes							
4	Artemel, Engin				16,462			16,462
	Plamer, Agnes							
	Gerard, Beth							
5	Grassie, Joseph				2,264,647			2,264,647
	Kaufman, Wallace							
	Gaynor, Richard							
	Johnson, Frecla							
6	Sanger, John				22,861			22,861
7	Hattis, David				22,009			22,009
8	Schrieberg, Sheldon			5,939	5,939			11,877
9	Richard T. Pratt Assoc.			29,907	29,907			59,814
10	Eckert, Joseph				20,647			20,647
11	Rabenhorst, Carol			19,488				19,488
12	Kiev Land Conf			15,000	15,000			30,000
13	Sanger, John				20,021			20,021
14	Josephs, Robert			29,542				29,542
15	Gaynor, Richard				55,407			55,407
	Sanger, John							
16	Baar, Toni			23,730	23,730			47,459
17	MacLeod, Robert		26,073					26,073
18	Miller, Alex			23,420				23,420
19	Almy, Richard			19,488				19,488
20	Kaufman, Wallace				18,509			18,509
21	West, Robert				24,259			24,259
22	VOID							
23	Dubinsky, Robert		62,603					62,603
24	Reddy, Mahesh			13,496				13,496
25	Feiden, Peter				106,248			106,248
	Salcido, Pablo							
	Dinaburg, Mark							
	Harris, Caroline							
	Leonardo, Ernest							
26	Abeles, Peter				59,958			59,958
	Kozlowski, Edward						Poland	
	Pratt, Richard							
	Sanger, John							
	Tosics, Ivan						Hungary	
27	Weis, Elaine				23,833			23,833
28	Winnie, Richard			30,455				30,455
29	Miller, Alex			33,489				33,489
30	Almy, Richard			36,193				36,193
	Holstein, Lynn							
31	Terk, Jacob			44,383				44,383
32	Kayden, Jeroid						13,539	13,539
33	Rosenthal, Dale			63,930				63,930
	Miller, Alex							
34	Terk, Jacob			38,925				38,925

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Expenditures by Component

TO#	Name	USA	Russia	Armenia	CAR	Kyrgyzstan	Other	Total Budget
35	Winnie, Richard			33,800				33,800
36	Rosenthal, Dale			4,140	4,140			8,279
	Almy, Richard							
37	Wies, Elaine				24,395			24,395
38	Sienkiewicz				32,529			32,529
39	Weis, Elaine				32,967			32,967
40	Lawton, John			20,671				20,671
41	R.T. Pratt			26,172				26,172
42	Abeles, Peter				6,826			6,826
43	Jacob Terk			32,434				32,434
44	Sheila Freeman			46,332	195,048			241,380
	University of Maryland							
45	Lynn Holstein				9,962			9,962
46	Jacob Terk			264,984				264,984
47	John Sanger				78,814			78,814
48	Eckert, Joseph				8,396			8,396
49	APPS (Abeles)				33,347			33,347
50	Sienkiewicz			46,426				46,426
51	Kucharzak, Michael				38,305			38,305
52	Winnie, Richard			23,555				23,555
53	Quadel Study Tour				55,832			55,832
54	Jeffress, Gary				36,923			36,923
55	Lipman, Barbara				42,326			42,326
56	Abt, Assoc				26,973			26,973
57	Almy, Richard			19,388				19,388
58	Robillard, Walter			21,217				21,217
59	Maljanian, Daniel			6,648				6,648
60	Weis, Elaine				159,558			159,558
	Brody, Marilyn							
	Coopers & Lybrand							
60--mod1	Russian Mortg Bankers				19,684			19,684
61	Lawton, John			19,091				19,091
62	Beard, Duane C.					469,891		469,891
	Office	2,167,580	0	0	0	0	0	2,167,580
	Short Term TDY's	0	88,676	824,204	753,893	0	13,539	1,680,311
	Long Term Advisors	0	0	1811255	2264647	469891	0	4,545,793
	Training	0	0	168,038	540,415	0	0	708,453
	Total	2,167,580	88,676	2,803,497	3,558,955	469,891	13,539	9,102,137

Budgetary Impact:

Contract Budget

Balance in Contract:

Percent of Contract Expended:

Obligated to Date

Obligated Balance:

Percent of Obligated Expended

08-Feb-95

15,299,500

6,197,363

59.49%

11,000,000

1,897,863

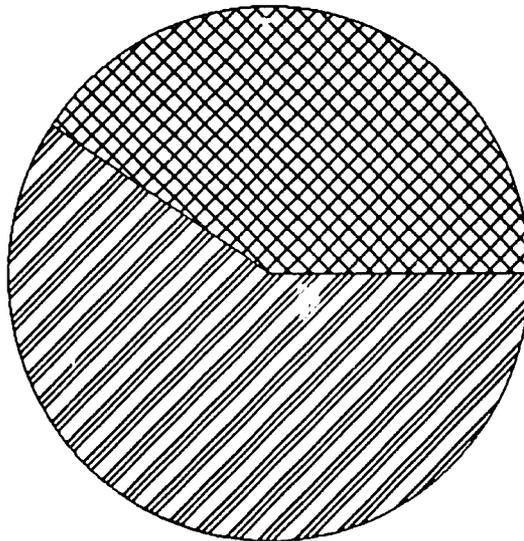
82.75%

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Budget Versus Committed Funds

1 September 1992 – 31 August 1994

Uncommitted Budget (40.5%)



Committed Budget (59.5%)

**ICMA
NEWLY INDEPENDENT STATES
TECHNICAL ASSISTANCE
USAID CONTRACT NO. CCS-0008-C-00-2056-00
Second Annual Financial Report
09/01/92 - 08/31/94**

Category	Budget Base Period & Option 1, 2 & 3	Expended To Date @08/31/94	Estimated Expenditure: Next Qtr Sept-Nov	Estimated Committed Future Expenditure:	TO Funds Committed @08/31/94 TOs 1 - 62 (b+c+d) (e)	Balance Uncommitted Funds (a-i) (f)
	(a)	(b)	(c)	(d)		
Salaries & Wages	2,687,927	822,620	185,477	1,001,275	2,009,373	678,554
Fringe Benefits	578,116	182,583	41,167	75,798	299,547	278,569
Subcontrs/PO (TO 2)	346,997	82,458	0	154,493	236,951	110,046
Overhead	1,461,728	475,022	107,103	139,992	722,117	739,611
Training	2,311,494	432,205	97,450	116,505	646,160	1,665,334
Other Direct Cost	4,218,218	1,175,146	264,961	1,081,142	2,521,249	1,696,969
Logistic Support	1,620,610	307,132	69,249	1,202,431	1,578,813	41,797
Consultants	951,615	426,517	96,167	(53,899)	468,786	482,829
Subtotal	14,176,705	3,903,685	861,574	3,717,737	8,482,996	5,693,709
G & A	1,122,795	309,726	75,715	233,699	619,141	503,654
Total	15,299,500	4,213,411	937,289	3,951,437	9,102,137	6,197,363

ICMA
 NEWLY INDEPENDENT STATES
 TECHNICAL ASSISTANCE
 USAID CONTRACT NO. CCS-0008-C-00-2056-00
 Quarter No. 8 - Financial Report
 Date: 06/01/94 - 08/31/94

Current Quarter - 8 06/01/94-08/31/94	Next Quarter - 9 09/01/94-11/30/94
Project to Date Expended: 4,213,411 Prior to Date Expended: 3,015,676 Expended This Quarter: 1,197,735 Estimated Expenditures: 505,655 % Variance: 136.9%	Estimated Expenditures: 937,289

Category	Budget Base Period & Option 1, 2 & 3 (a)	Prior To Date 05/31/94 (b)	--- Current Quarter --- Expended Accruals June '94-Aug '94 (c) (d)	Expended To Date @08/31/94 (e)	Estimated Expenditures Next Qtr Sept-Nov (f)	Estimated Committed Future Expenditures (g)	TO Funds Committed This Quarter TO's 51 - 62 (h)	TO Funds Committed @08/31/94 TOs 1 - 62 (e+f+g) (i)	Balance Uncommitted Funds (a-i) (j)
Salaries & Wages	2,687,927	680,305	142,315 0	822,620	185,477	1,001,275	79,822	2,009,373	678,554
Fringe Benefits	578,116	141,504	41,079 0	182,583	41,167	75,798	16,603	299,547	278,569
Subcontrs/PO (TO 2)	346,997	82,607	(149) 0	82,458	0	154,493	49,982	236,951	110,046
Overhead	1,461,728	405,713	69,309 0	475,022	107,103	139,992	13,623	722,117	739,611
Training	2,311,494	153,842	278,363 0	432,205	97,450	116,505	67,516	646,160	1,665,334
Other Direct Cost	4,218,218	883,339	231,807 60,000	1,175,146	264,961	1,081,142	328,179	2,521,249	1,696,969
Logistic Support	1,620,610	217,167	74,965 15,000	307,132	69,249	1,202,431	176,450	1,578,813	41,797
Consultants	951,615	229,884	76,633 120,000	426,517	96,167	(53,899)	138,244	468,786	482,829
Subtotal	14,176,705	2,794,363	914,322 195,000	3,903,685	861,574	3,717,737	870,419	8,482,996	5,693,709
G & A	1,122,795	221,313	72,871 15,542	309,726	75,715	233,699	69,372	619,141	503,654
Total	15,299,500	3,015,676	987,193 210,542	4,213,411	937,289	3,951,437	939,791	9,102,137	6,197,363

TECHNICAL ASSISTANCE LOE
 USAID CONTRACT NO. CCS-0008-C-00-2056-00
 QUARTERLY FINANCIAL REPORT
 Date: 06/01/94-08/31/94

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TASK ORDER TITLE TO# COUNTRY ACTIVITY AREA	NAME	PREV TYPE RATE	NEW RATE	Authorized		Expended Thru 5/31/94		Expended This Qtr 06/01/94-08/31/94		Total Expended		Balance Unexpended		
				Days	Amount	Days	Amount	Days	Amount	Days	Amount	Days	Amount	
<u>S/T Legal Advisor to the Republic of Kazakhstan</u>														
13 Kazakhstan	Municipal Mgmt.	Sanger, J.	C	331.92	10	6,638	10	6,638	0.0	0.0	10	6,638	0	(0)
				TOTAL	10	6,638	10	6,638	0	0	10	6,638	0	(0)
<u>S/T Legal Assistance to Armenia</u>														
14 Armenia	Municipal Mgmt.	Josephs, R.	C	331.92	35	11,617	35	11,617	0.0	0.0	35	11,617	0	0
				TOTAL	35	11,617	35	11,617	0	0	35	11,617	0	0
<u>S/T Legal Assistance to Kazakhstan</u>														
15 Kazakhstan	Municipal Mgmt.	Gaynor, R.	C	305.04	115	35,080	111	33,855	0.0	0.0	111	33,855	4	1,225
		Sanger, J.	C	331.92	5	1,660	5	1,660	0.0	0.0	5	1,660	0	(0)
				TOTAL	120	36,739	116	35,515	0	0	116	35,515	4	1,224
<u>Russian Federation on Environmental Planning</u>														
17 Russia	Municipal Mgmt.	MacLeod, R.	E	200.63	23	4,614	19	3,812	0.0	0.0	19	3,812	4	802
				TOTAL	23	4,614	19	3,812	0	0	19	3,812	4	802
<u>S/T Advisor on Condominium Property Management</u>														
18 Armenia	Condominium Law	Miller, A.	C	331.92	20	6,638	20	6,638	0.0	0.0	20	6,638	0	0
				TOTAL	20	6,638	20	6,638	0	0	20	6,638	0	0
<u>S/T Advisor on Property Assessment, Taxation</u>														
19 Armenia	Municipal Mgmt.	Almy, R.	C	331.92	17	5,643	17	5,643	0.0	0.0	17	5,643	0	0
				TOTAL	17	5,643	17	5,643	0	0	17	5,643	0	0
<u>S/T Advisor on Current Housing Sector</u>														
20 Kazakhstan	Municipal Mgmt.	Kaufman, W.	C	326.00	20	6,638	14	4,564	0.0	0.0	14	4,564	6	2,074
				TOTAL	20	6,638	14	4,564	0	0	14	4,564	6	2,074
<u>S/T Advisor on Property Assessment</u>														
21 Kazakhstan &	Municipal Mgmt.	West, R.	C	315.00	11	3,465	11	3,465	0.0	0.0	11	3,465	0	0
				TOTAL	11	3,465	11	3,465	0	0	11	3,465	0	0

22 Long-Term Advisor (W. Kaufman) is included under #5

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TECHNICAL ASSISTANCE LOE
 USAID CONTRACT NO. CCS-0008-C-00-2058-00
 QUARTERLY FINANCIAL REPORT
 Date: 06/01/94-08/31/94

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TO#	COUNTRY	TASK ORDER TITLE ACTIVITY AREA	NAME	PREV TYPE RATE	NEW RATE	Authorized		Expended Thru		Expended This Qtr		Total		Balance		
						Days	Amount	Days	Amount	Days	Amount	Days	Amount	Days	Amount	
<u>World Bank Loan Support</u>																
23	Russia	Municipal Mgmt.	Dubinsky, R.	E	331.92		50	16,596	17	5,624	0.0	0.0	17	5,624	33	10,972
					TOTAL		50	16,596	17	5,624	0	0	17	5,624	33	10,972
<u>S/T Advisor on Housing Maintenance Privatization</u>																
24	Armenia	Municipal Mgmt.	Reddy, M.	C	331.92		18	5,975	18	5,975	0.0	0.0	18	5,975	0	0
					TOTAL		18	5,975	18	5,975	0	0	18	5,975	0	0
<u>Central Asia Housing Sector Reform Survey</u>																
25	Kazakhstan, etc	Municipal Mgmt.	Feiden, P.	E	259.00		25	6,475	31	7,926	0.0	0.0	31	7,926	(6)	(1,451)
			Salcido, P.	E	312.00		25	7,800	26	8,112	0.0	0.0	26	8,112	(1)	(312)
			Dinaburg, M.	C	320.00		21	8,720	22	7,040	0.0	0.0	22	7,040	(1)	(320)
			Harris, C.	C	331.92		21	6,970	30	9,958	0.0	0.0	30	9,958	(9)	(2,987)
			Leonardo, E.	C	275.00		21	5,775	21	5,775	0.0	0.0	21	5,775	0	0
					TOTAL		113	33,740	130	38,810	0	0	130	38,810	(17)	(5,070)
<u>S/T Advisor on Housing Finance</u>																
27	Kazakhstan	Municipal Mgmt.	Weis, E.	C	331.92		26	8,630	0	0	0.0	0.0	0	0	26	8,630
					TOTAL		26	8,630	0	0	0	0	0	0	26	8,630
<u>S/T Advisor on Housing Finance</u>																
28	Armenia	Municipal Mgmt.	Winnie, R.	C	331.92		38	12,613	0	0	0.0	0.0	0	0	38	12,613
					TOTAL		38	12,613	0	0	0	0	0	0	38	12,613
<u>S/T Advisor on Housing Finance</u>																
29	Armenia	Municipal Mgmt.	Miller, A.	C	331.92		14	4,647	14	4,647	0.0	0.0	14	4,647	0	0
					TOTAL		14	4,647	14	4,647	0	0	14	4,647	0	0
<u>S/T Advisor on Phase 2 of Property Assessment</u>																
30	Armenia	Municipal Mgmt.	Almy, R.	C	331.92		19	6,306	0	0	19.0	6306.5	19	6,306	0	0
			Holstein, L.	C	331.92		19	6,306	0	0	19.0	6306.5	19	6,306	0	0
					TOTAL		38	12,613	0	0	38	12,613	38	12,613	0	0
<u>S/T Construction Advisor in Earthquake Reconstruction</u>																
31	Armenia	Municipal Mgmt.	Terk, J.	C	331.92		52	17,260	42	13,941	0.0	0.0	42	13,941	10	3,319
					TOTAL		52	17,260	42	13,941	0	0	42	13,941	10	3,319
<u>S/T Land Strategy for Russia</u>																
32	Russia	Municipal Mgmt.	Kayden, J.	C	331.92		22	7,302	0	0	18.0	5974.6	18	5,975	4	1,328
					TOTAL		22	7,302	0	0	18	5,975	18	5,975	4	1,328

TECHNICAL ASSISTANCE LOE
 USAID CONTRACT NO. CCS-0008-C-00-2056-00
 QUARTERLY FINANCIAL REPORT
 Date: 06/01/94-08/31/94

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TASK ORDER TITLE TO# COUNTRY	ACTIVITY AREA	NAME	PREV TYPE RATE	NEW RATE	Authorized		Expended Thru		Expended This Qtr		Total		Balance		
					Days	Amount	Days	Amount	Days	Amount	Days	Amount	Days	Amount	
<u>S/T Construction Advisor in Earthquake Reconstruction</u>															
34 Armenia	Municipal Mgmt.	Terk, J.	C	331.92		36	11,949	0	0	0.0	0.0	0	0	36	11,949
				TOTAL		36	11,949	0	0	0	0	0	0	36	11,949
<u>S/T Advisor on Housing Finance</u>															
35 Armenia	Municipal Mgmt	Winnik, R	C	331.92		30	9,958	0	0	30.0	9957.6	30	9,958	0	0
				TOTAL		30	9,958	0	0	30	9,958	30	9,958	0	0
<u>S/T Advisor on Housing Finance</u>															
37 Kazakhstan	Municipal Mgmt	Wers, E	C	331.92		18	5,975	0	0	0.0	0.0	0	0	18	5,975
				TOTAL		18	5,975	0	0	0	0	0	0	18	5,975
<u>S/T Advisor on Property Management</u>															
38 Kazakhstan	Municipal Mgmt	Sienkiewicz, E	C	100.25		50	5,013	0	0	0.0	0.0	0	0	50	5,013
				TOTAL		50	5,013	0	0	0	0	0	0	50	5,013
<u>S/T Advisor on Housing Finance</u>															
39 Kazakhstan	Municipal Mgmt.	Weis, E.	C	331.92		24	7,966	0	0	24.0	7966.1	24	7,966	0	0
				TOTAL		24	7,966	0	0	24	7,966	24	7,966	0	0
<u>S/T Construction Advisor on EQZ</u>															
43 Armenia	Construction	Terk, Jacob	C	331.92		40	13,277	0	0	0.0	0.0	0	0	40	13,277
				TOTAL		40	13,277	0	0	0	0	0	0	40	13,277
<u>S/T Advisor to City of Almaty on Taxation</u>															
45 Kazakhstan	Taxation	Holstein, L	C	331.92		8	2,655	0	0	0.0	0.0	0	0	8	2,655
				TOTAL		8	2,655	0	0	0	0	0	0	8	2,655
<u>S/T Advisor on EQZ Reconstruction</u>															
48 Armenia	Construction	Terk, J	E	331.92		261	86,631	0	0	0.0	0	0	0	261	86,631
				TOTAL		261	86,631	0	0	0.0	0	0	0	261	86,631
<u>S/T Advisor on Property Assessment</u>															
48 Kazakhstan	Tax/Registration	Eckert, J	C	331.92		4	1,328	0	0	0.0	0	0	0	4	1,328
				TOTAL		4	1,328	0	0	0.0	0	0	0	4	1,328

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TASK ORDER TITLE TO# COUNTRY ACTIVITY AREA	NAME	PREV TYPE RATE	NEW RATE	Authorized Days Amount	Expended Thru		Expended This Qtr		Total		Balance	
					5/31/94	08/01/94-08/31/94	Expended	Expended	Unexpended	Unexpended		
					Days	Amount	Days	Amount	Days	Amount	Days	Amount
<u>S/T Advisor on Property Management</u>												
50 Armenia Prop Maint	Sienkiewicz	C	135.00	70	9,450	0	0	0.0	0	0	0	0
			TOTAL	70	9,450	0	0	0.0	0	0	0	70 9,450
<u>S/T Advisor on Property Management</u>												
51 Kazakhstan Prop Maint	Kucharzak, M	C	320.00	31	9,920	0	0	0.0	0	0	0	31 9,920
			TOTAL	31	9,920	0	0	0.0	0	0	0	31 9,920
<u>S/T Legal Advisor for Govt of Armenia</u>												
52 Armenia Legal	Winnie, R.	C	331.92	20	0	0	0	0.0	0	0	0	20 0
			TOTAL	20	0	0	0	0.0	0	0	0	20 0
<u>S/T Advisor on Land Registration/Cadastre</u>												
54 Kazakhstan Tax/Cadastre	Jeffress, G	C	331.92	36	11,949	0	0	0.0	0	0	0	36 11,949
			TOTAL	36	11,949	0	0	0.0	0	0	0	36 11,949
<u>S/T Advisor on Housing Economy</u>												
55 Kazakhstan Municipal Mgmt.	Lipman, B	C	241.00	57	13,737	0	0	0.0	0	0	0	57 13,737
			TOTAL	57	13,737	0	0	0.0	0	0	0	57 13,737
<u>S/T Advisor on Property Tax/Cadastre Systems</u>												
57 Armenia Cadastre	Almy, R	C	331.92	19	6,306	0	0	0.0	0	0	0	19 6,306
			TOTAL	19	6,306	0	0	0.0	0	0	0	19 6,306
<u>S/T Advisor on Land Registration/Cadastre Systems</u>												
58 Armenia Cadastre	Robillard	C	230.00	30	6,900	0	0	0.0	0	0	0	30 6,900
			TOTAL	30	6,900	0	0	0.0	0	0	0	30 6,900
<u>S/T Legal Advisor</u>												
59 Armenia Land Reform	Maljanian, D	C	268.00	9	2,412	0	0	0.0	0	0	0	9 2,412
			TOTAL	9	2,412	0	0	0.0	0	0	0	9 2,412
<u>S/T Advisor on Housing Finance</u>												
60 Kazakhstan Finance	Weis, E	C	331.92	55	18,256	0	0	0.0	0	0	0	55 18,256
	Brody, M	C	287.00	90	25,833	0	0	0.0	0	0	0	90 25,833
	C & L	Purchase order		0	0	0	0	0.0	0	0	0	0 0
			TOTAL	145	44,089	0	0	0	0	0	0	145 44,089

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TASK ORDER TITLE TO# COUNTRY ACTIVITY AREA	NAME	PREV TYPE RATE	NEW RATE	Authorized		Expended Thru		Expended This Qtr		Total		Balance			
				Days	Amount	Days	Amount	Days	Amount	Days	Amount	Days	Amount		
<u>Resident Advisor to the City of Bishkek</u>															
62 Kyrgyzstan	LTA	Beard, D	E	303.85	224	68,062	0	0	0.0	0	0	0	0	224	68,062
				TOTAL	224	68,062	0	0	0.0	0	0	0	0	224	68,062
				GRAND TOTAL	4,887	1,304,837	2,005	594,763	530	137,328	2,535	732,092	2,352	572,745	
				Employees	3,692	955,334	1,571	452,611	420	100,817	1,991	553,428	1,701	401,806	
				Consultants	1,195	349,503	434	142,152	110	36,511	544	178,663	651	170,840	

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TASK ORDER TITLE TO# COUNTRY ACTIVITY AREA	NAME	TYPE	PREV RATE	NEW RATE	Authorized Days	Amount	Expended Thru 5/31/94		Expended This Qtr 06/01/94-08/31/94		Total Expended		Balance Unexpended		
							Days	Amount	Days	Amount	Days	Amount	Days	Amount	
Training															
Seminar of Housing Planning, Design, and Development in Alma-Ata															
3 Kazakhstan	Municipal Mgmt	Artemel, E.	C	320.00		33	10,560	29	9,280	0	0	29	9,280	4	1,280
		Palmer, A.	C	320.00		10	3,200	10	3,200	0	0	10	3,200	0	0
		TOTAL				43	13,760	39	12,480	0	0	39	12,480	4	1,280
Study Tour for Alma Ata City Officials															
4 Kazakhstan	Municipal Mgmt	Artemel, E.	C	320.00		8	2,560	8	2,560	0	0	8	2,560	0	0
		Palmer, A.	C	320.00		2	640	2	640	0	0	2	640	0	0
		Gerard, B.	C			0	0	0	0	0	0	0	0	0	0
		TOTAL				10	3,200	10	3,200	0	0	10	3,200	0	0
L/T Advisor to City of Alma Ata/City of Karaganda and the Republic of Kazakhstan															
5 Kazakhstan	Municipal Mgmt	Johnson, F	C	300.00		2	600	0	0	0	0	0	0	2	600
		TOTAL				2	600	0	0	0	0	0	0	2	600
S/T Advisor to Kazakhstan (Sanger)															
6 Kazakhstan	Municipal Mgmt	Sanger, J.	C	320.00		5	1,600	5	1,600	0	0	5	1,600	0	0
		TOTAL				5	1,600	5	1,600	0	0	5	1,600	0	0
S/T Advisor to Kazakhstan Building Codes/Standards (Hattis)															
7 Kazakhstan	Municipal Mgmt	Hattis, D.	C	320.00		15	4,800	15	4,800	0	0	15	4,800	0	0
		TOTAL				15	4,800	15	4,800	0	0	15	4,800	0	0
S/R Advisor to Cities of Alma Ata, Karaganda, & Kazakhstan															
10 Kazakhstan	Municipal Mgmt.	Eckert, J.	C	326.00		10	3,260	10	3,260	0	0	10	3,260	0	0
		TOTAL				10	3,260	10	3,260	0	0	10	3,260	0	0
S/T Advisor to City of Yeravan and Republic of Armenia															
11 Armenia	Condominium Law	Rabenhorst, r	C	331.92		10	3,319	10	3,319	0	0	10	3,319	0	0
		TOTAL				10	3,319	10	3,319	0	0	10	3,319	0	0
S/T Legal Advisor to the Republic of Kazakhstan															
13 Kazakhstan	Municipal Mgmt.	Sanger, J.	C	331.92		10	6,638	10	3,319	0	0	10	3,319	0	3,319
		TOTAL				10	6,638	10	3,319	0	0	10	3,319	0	3,319

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					Days	Amount	Days	Amount	Days	Amount	Days	Amount	Days	Amount	
<u>S/T Legal Assistance to Armenia</u>															
14 Armenia	Municipal Mgmt.	Josephs, R.	C	331.92		10	3,319	10	3,319	0	0	10	3,319	0	0
				TOTAL		10	3,319	10	3,319	0	0	10	3,319	0	0
<u>S/T Legal Assistance to Kazakhstan</u>															
15 Kazakhstan	Municipal Mgmt.	Gaynor, R.	C	305.04		10	3,050	10	3,050	0	0	10	3,050	0	0
		Sanger, J.	C	331.92		0	0	0	0	0	0	0	0	0	0
				TOTAL		10	3,050	10	3,050	0	0	10	3,050	0	0
<u>Study Tour to Hungary on Housing Privatization</u>															
16 Hungary	Municipal Mgmt.	Baar, Toni	C	254.00		5	1,270	5	1,270	0	0	5	1,270	0	0
				TOTAL		5	1,270	5	1,270	0	0	5	1,270	0	0
<u>S/T Advisor on Condominium Property Management</u>															
18 Armenia	Condominium Law	Miller, A.	C	331.92		10	3,319	10	3,319	0	0	10	3,319	0	0
				TOTAL		10	3,319	10	3,319	0	0	10	3,319	0	0
<u>S/T Advisor on Property Assessment Taxation</u>															
19 Armenia	Municipal Mgmt.	Almy, R.	C	331.92		10	3,319	10	3,319	0	0	10	3,319	0	0
				TOTAL		10	3,319	10	3,319	0	0	10	3,319	0	0
<u>S/T Advisor on Property Assessment</u>															
21 Kazakhstan &	Municipal Mgmt.	West, R.	C	315.00		20	6,300	20	6,300	0	0	20	6,300	0	0
				TOTAL		20	6,300	20	6,300	0	0	20	6,300	0	0
<u>Conference on Implementation of Presidential Housing Decree</u>															
26 Kazakhstan	Municipal Mgmt.	Abeles, P.	C	332.00		15	4,980	15	4,980	0	0	15	4,980	0	0
		Kozlowski, E.	C			8	0	8	0	0	0	6	0	0	0
		Pratt, R.	C	332.00		15	4,980	15	4,980	0	0	15	4,980	0	0
		Sanger, J.	C	332.00		10	3,320	10	3,320	0	0	10	3,320	0	0
		Tosics, I.	C			8	0	8	0	0	0	8	0	0	0
				TOTAL		54	13,280	54	13,280	0	0	54	13,280	0	0
<u>S/T Advisor on Housing Finance</u>															
29 Armenia	Municipal Mgmt.	Miller, A.	C	331.92		10	3,319	10	3,319	0	0	10	3,319	0	0
				TOTAL		10	3,319	10	3,319	0	0	10	3,319	0	0

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TASK ORDER TITLE TO#	COUNTRY	ACTIVITY AREA	NAME	PREV TYPE RATE	NEW RATE	Authorized		Expended Thru		Expended This Qtr		Total Expended		Balance Unexpended		
						Days	Amount	Days	Amount	Days	Amount	Days	Amount	Days	Amount	
<u>S/T Advisor on Phase 2 of Property Assessment</u>																
30	Armenia	Municipal Mgmt.	Almy, R.	C	331.92		5	1,660	0	0	5	1,660	5	1,660	0	0
			Holstein, L.	C	331.92		5	1,660	0	0	5	1,660	5	1,660	0	0
			TOTAL				10	3,319	0	0	10	3,319	10	3,319	0	0
<u>S/T Construction Advisor in Earthquake Reconstruction</u>																
31	Armenia	Municipal Mgmt.	Terk, J.	C	331.92		15	4,979	15	4,979	0	0	15	4,979	0	0
			TOTAL				15	4,979	15	4,979	0	0	15	4,979	0	0
<u>US Study Tour for City of Yerevan Housing Officials</u>																
33	Armenia	Study Tour	Rosenthal, D.	E			10	0	0	0	0	0	0	0	10	0
			Miller, A.	C	331.92		4	0	0	0	0	0	0	0	4	0
			TOTAL				14	0	0	0	0	0	0	0	14	0
<u>S/T Construction Advisor in Earthquake Reconstruction</u>																
34	Armenia	Municipal Mgmt.	Terk, J.	C	331.92		20	6,638	0	0	0	0	0	0	20	6,638
			TOTAL				20	6,638	0	0	0	0	0	0	20	6,638
<u>S/T Advisor on Housing Finance</u>																
35	Armenia	Municipal Mgmt.	Winnie, R.	C	331.92		10	3,319	0	0	10	3,319	10	3,319	0	0
			TOTAL				10	3,319	0	0	10	3,319	10	3,319	0	0
<u>US Study Tour for City of Yerevan Housing Officials</u>																
36	Armenia	Study Tour	Rosenthal, D.	E			3	0	0	0	0	0	0	0	3	0
			Almy, R.	C	331.92		3	0	0	0	0	0	0	0	3	0
			TOTAL				6	0	0	0	0	0	0	0	6	0
<u>S/T Advisor on Housing Finance</u>																
37	Kazakhstan	Municipal Mgmt.	Weis, E.	C	331.92		10	3,319	0	0	0	0	0	0	10	3,319
			TOTAL				10	3,319	0	0	0	0	0	0	10	3,319
<u>S/T Advisor on Housing Finance</u>																
39	Kazakhstan	Municipal Mgmt.	Weis, E.	C	331.92		8	2,655	0	0	8	2,655	8	2,655	0	0
			TOTAL				8	2,655	0	0	8	2,655	8	2,655	0	0
<u>S/T Advisor on Housing Service Privatization</u>																
40	Armenia	Municipal Mgmt.	Lawton, J.	C	331.92		26	8,630	0	0	26	8,630	26	8,630	0	0
			TOTAL				26	8,630	0	0	26	8,630	26	8,630	0	0

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						5/31/94	06/01/94-08/31/94	Days	Amount	Days	Amount	Days	Amount	Days	Amount
<u>US Supplemental Work For Kazakhstan & Kyrgyzstan</u>															
42 Kazakhstan	Study Tour	Abeles, Peter	C	331.92		2	0	0	0	0	0	0	0	2	0
				TOTAL		2	0	0	0	0	0	0	0	2	0
<u>Adv Seminar on Housing, Land Use, Zoning (Falk-UMD)</u>															
44 Kazakhstan	Municipal Mgmt	U. Maryland	Purchase Order			0	0	0	0	0	0	0	0	0	0
	Armenia & Kyrgyzstan			TOTAL		0	0	0	0	0	0	0	0	0	0
<u>San Francisco Study Tour</u>															
47 Kazakhstan	Municipal Mgmt	Sanger, J	C			10	0	0	0	0	0	0	0	10	0
	Armenia & Kyrgyzstan			TOTAL		10	0	0	0	0	0	0	0	10	0
<u>S/T Advisor on Property Assessment</u>															
48 Kazakhstan	Tax/Registration	Eckert, J	C	331.92		5	1,660	0	0	0	0	0	0	5	1,660
				TOTAL		5	1,660	0	0	0	0	0	0	5	1,660
<u>S/T Advisor on Property Management</u>															
51 Kazakhstan	Prop Maint	Kucharzak, M	C	320.00		10	3,200	0	0	0	0	0	0	10	3,200
				TOTAL		10	3,200	0	0	0	0	0	0	10	3,200
<u>S/T Legal Advisor for Govt of Armenia</u>															
52 Armenia	Legal	Winnie, R.	C	331.92		5	0	0	0	0	0	0	0	5	0
				TOTAL		5	0	0	0	0	0	0	0	5	0
<u>Housing Maintenance Study Tour (Quadel)</u>															
53 Kazakhstan	Study Tour	Quadel	Registration			0	0	0	0	0	0	0	0	0	0
	Armenia, Kurgyzstan			TOTAL		0	0	0	0	0	0	0	0	0	0
<u>S/T Advisor on Housing Finance</u>															
60 Kazakhstan	Finance	Weis, E	C	331.92		25	8,298	0	0	0	0	0	0	25	8,298
		Brody, M	C	287.00		40	11,483	0	0	0	0	0	0	40	11,483
		C & L	Purchase order			0	0	0	0	0	0	0	0	0	0
				TOTAL		65	19,781	0	0	0	0	0	0	65	19,781

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					Days	Amount	Days	Amount	Days	Amount	Days	Amount	Days	Amount	
<u>S/T Advisor on Property Management</u>															
61 Armenia	Property Mgt	Lawton, J	C	331.92		20	6,638	0	0	0	0	0	0	20	6,638
				TOTAL		20	6,638	0	0	0	0	0	0	20	6,638
GRAND TOTAL						470	138,493	243	74,134	54	17,924	297	92,058	173	46,435

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						Days	Amount	Days	Amount	Days	Amount	Days	Amount	Days	Amount
Intems															
<u>Management of all Task Orders</u>															
1	USA		Intems	I	7.00	1300	60,000	437	33,651	97.8	684.60	535	34,338	765	25,684

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TASK ORDER TITLE TO#	COUNTRY	ACTIVITY AREA	NAME	PREV TYPE	NEW RATE	Authorized		Expended Thru		Expended This Qtr		Total		Balance	
						Days	Amount	Days	Amount	Days	Amount	Days	Amount	Days	Amount
Purchase Orders/Subcontracts															
<u>Participant Training/Housing Finance Seminar</u>															
9	USA	Housing Finance	Pratt Assoc.	S	Sub-Contract	0	54,599	0	54,409	0	0	0	54,409	0	190
					TOTAL	0	54,599	0	54,409	0	0	0	54,409	0	190
<u>US Study Tour for Armenian Senior Officials</u>															
41	Armenia	Study Tour	Pratt		Purchase Order	0	28,172	0	28,150	0	0	0	28,150	0	22
					TOTAL	0	28,172	0	28,150	0	0	0	28,150	0	22
<u>Training Course for Commercial Developers</u>															
49	Kazakhstan	Housing Finance	APPS		Purchase Order	0	33,347	0	0	0	22,135	0	22,135	0	11,212
					TOTAL	0	33,347	0	0	0	22,135	0	22,135	0	11,212
GRAND TOTAL						0	114,118	0	80,559	0	22,135	0	102,694	0	11,424

ICMA has modified the Level of Effort based on the following:

- Modification 1 to the Contract, Item I Section B. (dated March 1, 1993) "(e) Any effort that will be provided by Cooperating Country Nationals is not included in the Level of Effort listing under this contract. This personnel will be outside the level of effort contained in Section B.4."
- Modification 8 to the Contract, Item A. Section B.4. (dated August 19, 1994) "(f) Any training efforts that will be provided by consultants and subcontractors will be outside the level of effort contained in Section B.4. and will be applied to the training line item of the budget."