



United States Agency for International Development

CONTRACT INFORMATION MANAGEMENT SYSTEM (CIMS)



DIRECT ACTION DATA FORM FOR GRANTS & COOPERATIVE AGREEMENTS

1. Basic Contract Number 656 - 0217 - G - SS - 3011 - 00 (See CIB 89-30)

2. Recipient Name MEDICAL CARE DEVELOPMENT INTERNATIONAL DIVISION

3. Award Description (This description will be seen by high level Agency officials, as well members of Congress.)
 The recipient shall... PROVIDE SUPPORT FOR THE RURAL WATER AND SANITATION PROGRAM IN CUAMBA DISTRICT, NIASSA PROVINCE IN MOZAMBIQUE UNDER PROJECT NO. 656-0217

ENTERED

4. Principal Place of Performance 656 JUN 1 1 1993

5. Benefiting Country 656

6. Project Officer
 Country Code/Office Symbol 656 PDO

Section

Name (Last, First) BLISS SIDNEY

7. Grant Agreement Type
 A. Disaster Assistance
 B. American Schools & Hospitals Abroad (ASHA)
 D. Title XII Authority
 E. Other Than A, B, or D

8. Basic Purpose
 A. Technical Services to Host Country
 B. Commodities
 C. Training Services to Host Country
 D. Research
 E. Architectural & Engineering Services
 F. Construction

7a. Extent Competed
 E. Competed by the Technical Office
 F. Competed by the Contracting Office
 G. Not competed (unsolicited prop)
 H. Not competed (predom capab, etc)

9. Taxpayer Identification Number

10. Business Organization Type
 A. Corporation
 B. Individual
 C. University or College
 D. Historically Black College or University
 E. Educational Organization (other than University or College)
 Z. Other

F. International Center
 G. Research Organization (other than International Center)
 H. Voluntary Organization
 I. Foundation
 J. Hospital
 N. Hispanic American college or univ.

11. If U.S. University, Host Country Institution

12. If Obligated Amount is in Local Currency, provide U.S. Dollar Amount USD

13a. Negotiator (Last, First, MI)
FRAME, Joyce E.

13b. Signature

14a. Contract Officer (Last, First, MI)
JOYCE E. FRAME

14b. Signature

COPY OF AWARD DOCUMENT MUST BE ATTACHED TO THIS FORM



UNITED STATES
AGENCY FOR INTERNATIONAL DEVELOPMENT
USAID MISSION TO SWAZILAND

P.O. BOX 750, MBABANE, SWAZILAND
TEL. 46430, TELEX 2016 WD

30 APR 1993

Mr. Joseph Carter
Director
Medical Care Development
International Division
1742 R Street, NW
Washington, DC 20009

Subject: Grant No. 656-0217-G-SS-3011-00

Dear Mr. Carter:

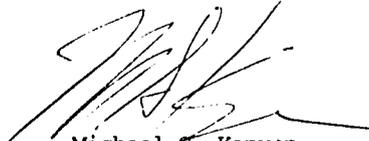
Pursuant to the authority contained in the Foreign Assistance Act of 1961, as amended, the Agency for International Development (hereinafter referred to as "AID" or "Grantor") hereby grants to Medical Care Development (hereinafter referred to as "MCD"), the sum of \$1,213,122 to perform a program in Rural Water and Sanitation in Niassa province, as described in Attachment 1, the Schedule of this Grant, and Attachment 2, entitled "Program Description".

This Grant is effective and obligation is made as of the date of this letter and shall apply to commitments made by the Grantee in furtherance of program objectives during the period beginning with the effective date and ending 1 April 1995.

This Grant is made to MCD, on condition that the funds will be administered in accordance with the terms and conditions as set forth in Attachment 1 entitled the "Schedule." Attachment 2 entitled "Program Description," and Attachment 3 entitled "Standard Provisions", which have been agreed to by your organization.

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

Sincerely,



Michael S. Kenyon
Grant Officer

Attachments

1. Schedule
2. Program Description
- ~~3. Standard Provisions~~

ACKNOWLEDGED:

Medical Care Development

BY:



Joseph Carter

TITLE:

Director

DATE:

5/12/93

FISCAL DATA

| | |
|-------------------------|--------------------|
| Appropriation : | 72-112/31014 |
| Budget Plan Code: | GSS2-92-21656-KG13 |
| PIO/T No.: | 656-0217-3-20086 |
| Project No.: | 656-0217 |
| Total Estimated Amount: | \$1,213,122 |
| Total Obligated Amount: | \$1,213,122 |

Attachment 1

SCHEDULE

A. Purpose of Grant

The purpose of this Grant is to provide support for the Rural Water and Sanitation Program in Cuamba District, Niassa Province, as more specifically described in Attachment 2 to this Grant entitled "Program Description".

B. Period of Agreement

1. The effective date of this Grant is 3 March 1993. The expiration date of this Grant is 30 April 1995.

C. Amount of Agreement and Payment

1. AID hereby obligates the amount of \$1,213,122 for purposes of this Grant. The Grantee shall be paid in United States Dollars in accordance with the financial plan below.
2. Payment shall be made to the Grantee in accordance with procedures set forth in Attachment 3 - Optional Standard Provision 1, entitled "Letter of Credit."

D. Financial Plan

The following is the Grant Budget. Revisions to this budget shall be made in accordance with Standard Provision 4 of this Agreement, entitled "Revision of Grant Budget."

| <u>Cost Element</u> | <u>Total U.S. Dollars</u> |
|------------------------------|-------------------------------|
| 1. Personnel Compensation | 294,000 |
| 2. Consultant Fees | 21,000 |
| 3. Travel and Transportation | 131,000 |
| 4. Allowances | 144,000 |
| 5. Equipment | 340,000 |
| 6. Other Direct Costs | 53,122 |
| 7. Indirect Costs | <u>230,000</u> |
| TOTAL ESTIMATED COST | \$ 1,213,122 |

E. Monitoring, Evaluation and Reporting

1. Monitoring:

The project activities will be monitored, as well as implemented, by the Project Manager and the Information, Education and Communications (IEC) Specialist.

The MCD water and sanitation engineer, with input from PRONAR/EPAR (National Rural Water Supply Program/Provincial Rural Water Supply Workshop), will have overall responsibility for monitoring ongoing well construction progress. A MCD water quality specialist will set up a laboratory and system for water quality monitoring from the wells. Selected and trained community members, together with Agua Rural, will have the continued responsibility to monitor water quality and general well condition after project completion.

The MCD water and sanitation engineer has the responsibility for ongoing monitoring of the latrine construction phase. Selected and trained members of the community, together with DNS (National Directorate for Health), DNA (National Directorate for Water) and INPF (National Institute for Physical Planning) (if it extends its operations to Niassa Province), will have the continued responsibility to monitor the latrine status after project completion.

MCD will collect gender-disaggregated and age disaggregated data for all baselines, surveys, monitoring and evaluations. All reports and analyses will include discussions of the gender-disaggregated and age disaggregated data to show the impact of activities on children under 5.

Records on the number of wells and pumps constructed or rehabilitated, on latrines constructed, on community water committees installed and on the training given to community workers, village committees and villagers will be kept by MCD personnel on site. MCD must establish a monitoring plan with PRONAR/Agua Rural for A.I.D. Project Manager approval by month-4 of project implementation. This must include what to monitor, a schedule of how often this monitoring will be performed and what reporting system will be used.

The Grantee's Mozambique office will track local expenditures, procurement and personnel. The Grantee's home office will be responsible for overall project expenditures and accounting records. The Grantee will update records on a monthly basis and submit monthly and quarterly progress reports to the A.I.D. Project Manager.

MCD will also share progress reports on water and sanitation activities with PRONAR/Agua Rural and INPF (National Institute for Physical Planning).

2. Evaluation:

- a. Surveys: At the outset, the Grantee will implement a Rapid Needs Assessment survey (RNA) which will obtain information on the location, population and water supply of villages in the target area.

The Grantee will then carry out an in-depth Knowledge Attitude Practice Belief (KAPB) survey designed to provide information on cultural attitudes and actual practices regarding water supply and sanitation, including personal and environmental hygiene. The Grantee will carry out a second KAPB survey at the end of the grant. This will allow A.I.D and the Grantee to measure the impact of its activities on the attitudes and practices of the population.

The KAPB survey will gather specific types of information, include current water sources, excreta disposal methods, solid and liquid household waste disposal methods, and information of people's beliefs and attitudes towards clean water and towards personal and environmental hygiene. The initial KAPB study will be designed, directed and interpreted by the Grantee's short term cultural anthropologist. The field surveys will be conducted by the community workers under the supervision of the Grantee's IEC Specialist.

- b. Mid-Term and Final Evaluations: MCD will perform an internal evaluation at the mid-point of the project and will focus on project performance in activities such as well and latrine construction and training activities compared to estimates, describing problems and delays and suggesting improvements. A copy of the report summarizing this evaluation will be provided to the USAID Project Manager.

The Grantee will then carry out a final evaluation at the end of the project to measure not only project outputs, such as wells, latrines and training but to evaluate the results of the final KAPB survey, judging the change in attitudes and practices of the target population as a results of health education. A copy of the report summarizing this evaluation will be provided to the USAID Project Manager.

- c. Environmental Impact: For evaluation of environmental impact each well will be subject to PRONAR approval and evaluation. Each latrine will be subject to INPF approval and evaluation if INPF expands its operations to Niassa Province.

During the life of the project, and as long thereafter as USAID/Mozambique continues to fund grant activities conducted by MCD, MCD field staff will review any data collected by MCD and the concerned government department, and assess it for possible changes in the characteristics of the water supply and sanitation interventions. MCD will immediately notify PRONAR, AR and USAID if any such changes occur.

Environmental issues will be one of the key items addressed during monitoring and evaluation. The monitoring and evaluation process will also identify and recommend actions to mitigate any negative environmental impacts identified. The appropriate GRM agency and MCD will implement mitigating measures.

3. Reporting:

- a. Financial Reports. The Medical Care Development Field Office will submit two copies of quarterly financial reports which complement the quarterly progress reports to the project manager of the PVO Support Project, USAID/Mozambique, not later than 30 days after the end of the reporting period. These reports will indicate expenditures using grant funds for the previous quarter and anticipated expenditures using grant funds for the following quarter.
- b. Head Office Reports. Medical Care Development Office will submit the original and two copies of quarterly financial reports to the Office of Financial Management (M/FM/PAFD), Room 623 SA-12, Washington D.C. 20523. (Such financial reports will be in accordance with the requirements of Additional Standard Provision No. 1, entitled "Letter of Credit" as shown in Attachment 3, Standard Provisions.)
- c. Report Sharing with the INPF and PRONAR.

As a part of the reporting requirements, MCD will provide both INPF and PRONAR/Agua Rural with two copies each of quarterly reports in Portuguese on its well construction/reconstruction and latrine activities. Such reports will include the number of wells/latrines constructed, locations, and any problems encountered that relate to INPF, PRONAR/Agua Rural programs. These reports should be submitted to the respective national offices with one copy each to the provincial and district offices.

d. Project Record and Progress Reports

The MCD Field Office will submit 2 copies of quarterly reports in English to the project manager of the PVO Support Project, USAID/Mozambique. These quarterly reports, in a format and at a schedule to be agreed upon by A.I.D. and the Grantee at a later date, will contain narrative and statistical information, as well as a schedule of activities undertaken during the reporting period and activities to be undertaken in the next period. Such progress reports will be submitted to the USAID/Mozambique project manager not later than 30 days after the end of the reporting period.

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

1. Problems, delays or adverse conditions that will materially affect the ability to attain program objectives, prevent the meeting of time schedules and goals, or preclude the attainment of work units by established time periods. This disclosure shall be accompanied by a statement of the action taken, or contemplated, and any A.I.D assistance needed to resolve the situation.
2. Favorable developments or events that enable time schedules to be met sooner than anticipated or more work units to be produced than originally projected.

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e. Procurement Reporting by Source and Origin.

In order to facilitate USAID/Mozambique reporting on the Development Fund for Africa (DFA) funds, the Grantee shall maintain records and report on the sources and origin of procurements. The below listed report formats are to be followed, and should be submitted quarterly to USAID/Mozambique with the standard financial reports.

1. All disbursements during the reporting period, aggregated by services (technical assistance), commodities or training.

| <u>SOURCE*</u> | <u>ORIGIN**</u> | <u>USE</u> | <u>DISBURSEMENT VALUE</u> |
|----------------|-----------------|------------|---------------------------|
|----------------|-----------------|------------|---------------------------|

2. All disbursements during the reporting period, by source and origin codes:

| <u>Source Code*</u> | <u>Origin Code**</u> | <u>Value in U.S.\$</u> |
|---------------------|----------------------|------------------------|
|---------------------|----------------------|------------------------|

Note: *Source - The source of a good or commodity is the country location of the shipment port. The source of a service is country location of the firm supplying the service. The following source codes apply:

- 000 - United States
- 656 - Mozambique
- 935 - Developed countries other than U.S. not receiving A.I.D. assistance.
- 941 - Developing countries other than local country that do receive A.I.D. assistance (includes South Africa)

** Origin - The origin of good (commodity) is the country location where the commodity is manufactured or produced. The origin of a service is the location where the service is paid. The same codes as listed for sources are to be used for origin.

Any questions concerning these reports should be directed to the Controller, USAID/Mozambique.

- f. Technical Reports. In addition to the reports discussed above, the Medical Care Development Field Office will also submit to the project manager of the PVO Support Project, USAID/Mozambique, a copy of each report produced as a result of technical assistance funded under this grant. Such reports will be used by USAID/Mozambique to determine possible future funding of additional activities.

F. Special Provisions

1. Certification Regarding Drug-Free Workplace Requirements

By accepting this grant the grantee certifies that it will provide a drug-free workplace by:

- (a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
- (b) Establishing a drug-free awareness program to inform employees about --
 - (1) The dangers of drug abuse in the workplace;
 - (2) The grantee's policy of maintaining a drug-free workplace;
 - (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
- (c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
- (d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will --
 - (1) Abide by the terms of the statement; and
 - (2) Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction;
- (e) Notifying the agency within ten days after receiving notice under subparagraph (d) (2) from an employee or otherwise receiving actual notice of such conviction;
- (f) Taking one of the following actions, within 30 days of receiving notice under subparagraph (d) (2), with respect to any employee who is so convicted --
 - (1) Taking appropriate personnel action against such an employee, up to and including termination; or
 - (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program enforcement, or other appropriate agency;

- (g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e) and (f).

Place of Performance (Street address)

2. Disclosure of Lobbying Activities

The Grantee must complete and return to the Grant Officer the Disclosure of Lobbying Activities form included as an attachment to this section.

App. 3B, Ch. 3, HB 13 (TM 13:59)

DISCLOSURE OF LOBBYING ACTIVITIES

Approved by OMB 016-0016

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352 (See reverse for public burden disclosure.)

| | | | | | |
|---|--|---|--|--|--|
| 1. Type of Federal Action: <input type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance | | 2. Status of Federal Action: <input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award | | 3. Report Type: <input type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change For Material Change Only: year _____ quarter _____ date of last report _____ | |
| 4. Name and Address of Reporting Entity: <input type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known Congressional District, if known: _____ | | | 5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Primes: Congressional District, if known: _____ | | |
| 6. Federal Department/Agency: | | | 7. Federal Program Name/Description: CIOA Number, if applicable: _____ | | |
| 8. Federal Action Number, if known: | | | 9. Award Amount, if known: \$ 6 | | |
| 10. a. Name and Address of Lobbying Entity (if individual, last name, first name, MI): (MEDICAL CARE DEVELOPMENT HAS NO LOBBYING ACTIVITIES.) (Which Contribution Made? Which Members?) | | | b. Individuals Performing Service, including address if different from No. 10a) (last name, first name, MI): | | |
| 11. Amount of Payment (check all that apply): \$ _____ <input type="checkbox"/> actual <input type="checkbox"/> planned | | | 12. Type of Payment (check all that apply): <input type="checkbox"/> a. retainer <input type="checkbox"/> b. one-time fee <input type="checkbox"/> c. commission <input type="checkbox"/> d. contingent fee <input type="checkbox"/> e. deferred <input type="checkbox"/> f. other specify: _____ | | |
| 12. Form of Payment (check all that apply): <input type="checkbox"/> a. cash <input type="checkbox"/> b. in-kind; specify: nature _____ value _____ | | | 13. Brief Description of Services Performed or to be Performed and Date(s) of Service, including officer(s), employee(s), or Member(s) contacted, for Payment Indicated in Item 11: Attach Continuation Sheet(s) if necessary. | | |
| 15. Continuation Sheet(s) SF-LLL-A attached: <input type="checkbox"/> Yes <input type="checkbox"/> No | | | | | |
| 16. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact and shall not be made or intended to be made by the reporting entity or any individual who is an officer, employee, or member of the reporting entity. This information will be reported to the Congress, both internally and will be available for public inspection. Any person who fails to file the required disclosure may be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each violation. | | | Signature: <u>John A. LaCasse</u> Print Name: <u>John A. LaCasse, Eng. Sc.D.</u> Title: <u>President</u> Telephone No.: <u>207-622-7566</u> Date: <u>5/13/93</u> | | |

INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Use the SF-LLL-A Continuation Sheet for additional information if the space on the form is inadequate. Complete all items that apply for both the initial filing and material change report. Refer to the Implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a followup report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, state and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee", then enter the full name, address, city, state and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitation for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, state and zip code of the lobbying entity engaged by the reporting entity identified in item 4 to influence the covered Federal action
(b) Enter the full names of the individual(s) performing services, and include full address if different from 10 (a). Enter Last Name, First Name, and Middle Initial (MI).
11. Enter the amount of compensation paid or reasonably expected to be paid by the reporting entity (item 4) to the lobbying entity (item 10). Indicate whether the payment has been made (actual) or will be made (planned). Check all boxes that apply. If this is a material change report, enter the cumulative amount of payment made or planned to be made.
12. Check the appropriate box(es). Check all boxes that apply. If payment is made through an in-kind contribution, specify the nature and value of the in-kind payment.
13. Check the appropriate box(es). Check all boxes that apply. If other, specify nature.
14. Provide a specific and detailed description of the services that the lobbyist has performed, or will be expected to perform, and the date(s) of any services rendered. Include all preparatory and related activity, not just time spent in actual contact with Federal officials. Identify the Federal official(s) or employee(s) contacted or the officer(s), employee(s), or Member(s) of Congress that were contacted.
15. Check whether or not a SF-LLL-A Continuation Sheet(s) is attached.
16. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

Public reporting burden for this collection of information is estimated to average 30 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, D.C. 20503.

DISCLOSURE OF LOBBYING ACTIVITIES CONTINUATION SHEET

Approved by OMB
0348-0046

Reporting Entity: _____ Page _____ of _____

BEST AVAILABLE COPY

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3. Grantee Acknowledgement of A.I.D Funding

In all publicity releases and public notices, the Grantee will acknowledge A.I.D. funding for this grant which contributes to the Grantee's overall program.

4. Shared Administrative Services/Costs in Maputo

MCD will abide by the negotiated agreement between MCD and ADRA regarding the provision of logistical and administrative support, including a detailed workplan of services to be rendered and personnel to be shared. This agreement is appended to Attachment 1, the Schedule of this grant.

5. Nondiscrimination in Federally Assisted Programs

a. All U.S. organizations or institutions which are recipients of A.I.D assistance are subject to the following laws and A.I.D. regulations. Non-U.S. organizations or institutions are subject to these requirements if any part of the program supported by an A.I.D. grant or cooperative agreement will be undertaken in the United States.

a.1 Title VI of the Civil Rights Act of 1964 (Pub. L. 88-352, 42 U.S.C. 2000-d) which prohibits discrimination on the basis of race, color, or national origin, in programs and activities receiving Federal financial assistance,

a.2 Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), which prohibits discrimination on the basis of handicap in programs and activities receiving Federal financial assistance,

a.3 The age Discrimination Act of 1975, as amended (Pub. L. 95-478), which prohibits discrimination based on age in the delivery of services and benefits supported with Federal funds,

a.4 Title IX of the Education Amendments of 1972 (20 U.S.C. 1681, et. seq.) which prohibits discrimination on the basis of sex in education programs and activities receiving Federal financial assistance (whether or not the programs or activities are offered or sponsored by an educational institution); and

a.5 22 CFR 209, 217 and 218 implementing these are set forth in Chapter II of Title 22 of the Code of Federal Regulations.

a.6 Applicants of AID grants and cooperative agreements must execute the "Assurance of Compliance with Laws and Regulations Governing Nondiscrimination in Federally Assisted Programs" (Appendix 3C of this Chapter) if they are U.S. organizations or institutions. If applicants are non-U.S. organizations or institutions, they must execute the Assurance if any part of the program supported by the grant of cooperative agreement is to be undertaken in the United States. Grant officers must obtain one copy of the Assurance from assistance applicants PRIOR to grant officer signature on the grant of cooperative agreement.

a.7 If an applicant refuses or fails to execute the Assurance, the Grant Officer will notify the Project Officer, who is responsible for seeking and exception to the requirement for the Assurance from the Administrator before the grant officer may execute the grant or cooperative agreement.

6. Certification Regarding Debarment

The certification is included as an attachment to the schedule of this grant. By signing this grant, the Grantee makes the certification(s) delineated therein.

G. Grantee Procurement and Grant Officer Approvals

The Grant Officer must approve in advance in writing the procurement of all program commodities whose unit price exceeds \$1,000. To the extent possible MCD shall forward a comprehensive procurement plan with proposed sources and price to the Grant Officer for approval.

The Grantee shall also obtain the prior written approval of the Grant Officer for the salary and international travel of all short-term consultants or regular employees providing technical assistance hereunder.

H. Title to Property

Title to all property purchased under this Grant shall vest in the Grantee in accordance with the terms of Attachment 3, Optional Standard Provision 20, entitled "Title to and Use of Property (Grantee Title)."

I. Logistic Support

The Grantee shall provide all logistic support, except that it may have use of the U.S. Embassy medical facilities and diplomatic pouch in accordance with the current policy of the US Ambassador to Mozambique.

J. Cost Sharing

Aqua Rural, PRONAR, ADRA, MSF and MCD are providing approximately \$513,260 in cash and kind to support the program described by this Grant.

K. Indirect Cost Rates

The following indirect cost rates shall be in effect during the life of this grant, until amended.

| <u>Category</u> | <u>Rate</u> | <u>Base</u> |
|-----------------|-------------|--------------------|
| Indirect Costs | 42% | Total Direct Costs |

Attachment 2

PROGRAM DESCRIPTION

I. Background

Funds are provided under this grant to Medical Care Development, Incorporated (MCD) in partial support of a Rural Water and Sanitation Program in Cuamba District, Niassa Province, as described below under, Project Description. Funds are specifically provided for technical assistance; well, pump and latrine construction and maintenance; community mobilization and education; limited commodities and support costs.

II: Problem and Rationale:

The World Bank reports (1988) that since 1980, access to clean water in Mozambique has been reduced 20% in peri-urban areas and 10-13% in rural areas. Clean water is thought to be unavailable to over 95% of the rural population in Niassa Province. Latrine coverage is estimated at less than 50%.

WHO and UNICEF report that priority problems are the low level of understanding of the benefits of water and sanitation programs among the rural population, the lack of motivation for them to participate in such programs and the weak management, operational and maintenance capacity of the water authorities at the provincial and district levels. There is a shortage of qualified technical and management personnel throughout the water and sanitation sector. The weak capacity of local authorities and the lack of funding emphasizes the need for decentralization of programs and the empowerment of villages to enable them to recognize and solve their own health problems.

MCD's water and sanitation activities program is designed to address these problems of inadequate water supply and poor sanitation in the Cuamba District of Niassa Province.

III. Project Description:

A. Background:

The emergency conditions which necessitated the PVO Support Project in 1990 have not been alleviated. In fact, conditions have deteriorated due to two consecutive years of drought. The Project Paper Supplement (Amendment No. 2) recognized this deterioration and responded by expanding the existing categories of possible intervention for A.I.D. funding to include greater attention to the affected population's need for water and related sanitation.

Due to the drought, perennial rivers and wells are drying up and in many areas the water table is becoming precariously low. There is clear evidence that ground-water levels are dropping and water sources are drying up or becoming saline. Where water supply systems have become contaminated, cholera has broken out, causing deaths and debilitation.

Appendix A -- Certification Regarding Debarment, Suspension, and Other Responsibility Matters -- Primary Covered Transactions

Instructions for Certification

1. By signing and submitting this proposal, the prospective primary participant is providing the certification set out below.

2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.

3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

4. The prospective primary participant shall provide immediate written notice to the department or agency to whom this proposal is submitted if at any time the prospective primary participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

5. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.

6. The prospective primary participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.

7. The prospective primary participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion--Lower Tier Covered Transaction," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to check the Nonprocurement List.

9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

Certification Regarding Debarment, Suspension, and Other Responsibility Matters--Primary Covered Transactions

(1) The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;

(b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

(d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.

(2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Appendix B -- Certification Regarding Debarment, Suspension,
Ineligibility and Voluntary Exclusion--Lower Tier Covered Transactions

Instructions for Certification

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.

2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.

5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

6. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion--Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.

8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion--Lower Tier Covered Transactions

(1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

(2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.



ADRA

AGÊNCIA DE DESENVOLVIMENTO E RECURSOS ADVENTISTA

AV. ECUARUNO MONDLANE N.º 2991

TELEFONE, 420457

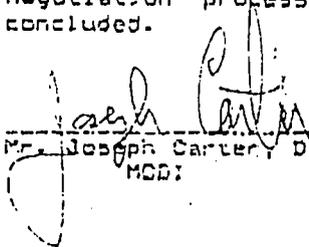
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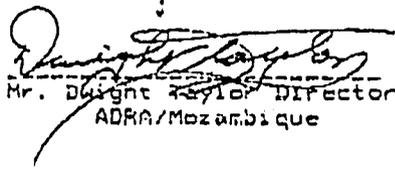
LETTER OF AGREEMENT

The Adventist Development and Relief Agency/Mozambique (ADRA) affirms its intent to collaborate with Medical Care Development International (MCDI), a registered private voluntary organization, on the MCDI/USAID Niassa Province Rural Water and Sanitation Project by the provision of logistical and administrative support from its Maputo offices. This support will take the form of the shared employment of a Maputo Logistics/Administration Coordinator who will act in accordance with the attached Scope of Work. It is anticipated that he will devote not more than 50% of his time to MCDI project business. MCDI will budget \$6,000 in support of this position and pay this sum to ADRA, as principal employer, in a manner consistent with USAID guidelines.

This Letter of Agreement, dated April 11, 1993, is a demonstration of the intent to collaborate, neither party assuming any obligation on the above-noted date, and will not be formalized or considered to be in effect until and at such time as the grant negotiation process between USAID and MCDI is successfully concluded.



 Mr. Joseph Carter, Director
 MCDI



 Mr. Dwight Taylor, Director
 ADRA/Mozambique

According to the Ministry of Health (MOH), faecal-borne intestinal diseases, such as diarrhea, are the single greatest cause of infant (141/1000) and child mortality (280/1000) in Mozambique. Other water-borne diseases, such as hookworm and schistosomiasis, cause chronic debilitating conditions that impair the quality of life and increase susceptibility to other diseases and health related problems.

Population movements can be expected to increase if water is not available, thereby intensifying the problem of dislocated people in their search for resettlement.

In order to improve the water supply and sanitation situation in rural Niassa Province, MCD will undertake an integrated program of well digging/rehabilitation, latrine construction and community education/mobilization.

B. Project Purpose: The purpose of this activity is to enable villagers in the target areas of Cuamba District, Niassa Province to recognize and resolve individual and community health problems which are related to the provision and use of water for consumption and sanitation. MCD will assist villagers with community mobilization and participation in the process of providing information through health education and with the provision of potable water from hand-dug wells. This will be accomplished by organizing activities around the solution of water and sanitation problems. These activities are seen as a pilot program which will provide a data base and a model for future water and sanitation activities in the Province.

C. Project Activities:

1. Hand-dug well Rehabilitation and Construction:
 - a. 100 shallow wells will be dug and/or rehabilitated and equipped with handpumps.
 - b. In the course of activity implementation, MCD will work with PRONAR's established technical standards and specifications for the construction of hand-dug wells, and those for handpump installation, operation and maintenance.

All planned water supply activities will be preceded by a community participation and education program, coordinated by MCD's water and sanitation engineer, and based on research and experience of the PRONAR/UNICEF PEC (Community Participation and Hygiene Education) Program. A decentralized approach will be taken to ensure community participation and knowledge transference at all stages of well construction/rehabilitation. The MCD water and sanitation engineer will have overall responsibility for the siting of wells and their construction. The program at all times will be planned and implemented in agreement with PRONAR.

A decentralized approach to operation and maintenance of the VLOM (Village Level Operated and Maintained) handpump will be adopted, to allow far more direct involvement of the community so as to prepare local involvement in the sustained delivery of services. In compliance with the current PRONAR policy decision, the AFRIDEV model will be the chosen VLOM (Village Level Operations Maintenance) handpump.

The MCD water and sanitation engineer will coordinate with PRONAR for the training of village well technicians in well construction, pump installation, operation and maintenance. The water and sanitation engineer, with cooperation from the PEC Program, will train village outreach workers in community education for the correct utilization of the well and pump and the proper use and treatment of water (including the transport and storage of water), and the general relationship of water to health.

2. Improved pit latrine construction:
 - a. Latrines will be built in villages, schools, social centers and health centers with teachers and health workers trained and provided with materials to train users in hygiene and use and maintenance of latrines.
 - b. MCD will, for the purpose of this project, be familiar with the INPF's (National Institute for Physical Planning) established technical standards and specifications for the construction and siting of improved pit latrines, as formulated under the National Low Cost Sanitation Program.

The MCD water and sanitation engineer will have overall responsibility for the siting and construction of the latrines. All latrine interventions will be accompanied by a community participation and education program, coordinated by the MCD water and sanitation engineer, with assistance, if available, from the National Low Cost Sanitation Program, for the correct use and maintenance of latrines, and health issues related to personal hygiene. A decentralized approach will also be taken for latrine construction to ensure full community involvement. Materials for construction will, where possible, be those available at village level, and be within the means of purchase the local population.

3. 25 to 50 communities will participate. A village water committee will be organized for each well (100) to recognize and solve water and sanitation problems, first with project help, and then to become increasingly independent.
4. Villagers will be enabled to recognize and resolve individual and community health problems related to the provision and use of water for consumption and sanitation.
5. Water quality (bacteriological) testing facilities will be established in the Province.

D. Project Objectives:

1. 100 operating shallow wells fitted with operating handpumps
- 60 will be new hand dug wells and 40 will be rehabilitated.
2. latrine coverage for 75% of target area
3. 25-50 communities participated in the project with a total beneficiary population of about 50,000.
4. Each community with access to clean water at the rate of one well for 500 people, providing at least thirty liters of potable water per person per day.
5. 100 village water committees (1 per well) organized and trained in use and management of water, sanitation and in hygiene topics related directly to water and sanitation.
6. Each village committee and all villagers introduced to the idea of community mobilization and subjects related to health education including the correct transport and storage of water, latrine promotion, use and maintenance, the correct use and maintenance of pumps and wells, and diarrhea prevention.
7. Development and/or modification of didactic materials, testing and refined for use in villages, and, if possible, health center ORT (Oral Rehydration Therapy) corners.
8. 6-8 extension workers trained with more than 80 hours each of formal training in community mobilization and health education.
9. Capacity for bacteriological water quality testing established in Niassa Province.

E. Implementation:

a. Implementation Agent:

MCD will be responsible for the implementation of the Rural Water and Sanitation activities, and will work in conjunction with Agua Rural and other appropriate government entities, non-governmental organizations, local associations and community groups to ensure successful implementation of activities.

MCD will train extension workers to instruct and supervise villagers in well construction techniques, in organizing villagers for maintenance of pumps, wells and latrines. These extension workers will coordinate with and complement Agua Rural provincial extensionists.

The community education activities will be held in conjunction with the PEC Program (Participacao e Educacao Comunitaria) of "Animadoras" attached to Agua Rural.

MCD will receive logistical support and technical assistance from other non-governmental organizations such as Medecins Sans Frontiers (MSF) and ADRA (Adventist Development and Relief Agency) and technical specifications for pumps and other well equipment from PRONAR/UNICEF.

b. Workplan:

| <u>Action</u> | <u>Action Agent/s</u> | <u>Timeframe</u> |
|--|-----------------------|------------------|
| <u>1: Planning and Start Up</u> | | Month: |
| Find Housing and Open Office | MCD, AR | 1-2 |
| Prepare & Conduct RNA (Rapid Needs Assessment) | MCD, AR | 2-3 |
| Assess Related Training Materials | MCD, AR | 1-3 |
| Develop Workplan | MCD, AR | 1, 12 |
| Prepare & Implement Initial KAPB (Knowledge, Attitude, Practice and Beliefs) | MCD, TA (CA) | 2-3 |
| Select Target Villages | MCD, TA (CA), AR | 3 |
| Establish Cost Recovery System | MCD, AR | 3 |
| <u>2: Implementation</u> | | |
| Select Community Workers & Prepare for Mobilization Training | MCD, AR | 2-3 |
| Community Mobilization | MCD, AR | 5-20 |
| Prepare Water Community Training | MCD, AR | 5-6 |
| Train Workers for Water Community Training | MCD, AR | 7 |
| Train Water Committees | MCD, AR | 7 |
| Well Construction | MCD, AR, WC | 8-22 |

| <u>Action</u> | <u>Action Agent (s)</u> | <u>Month</u> |
|---|-------------------------|--------------|
| Technical Assistance to Agua Rural | MCD | 8-22 |
| Prepare & Train Water Storage and Transportation | MCD, AR | 10-11 |
| Prepare Diarrhea Prevention & Train | MCD, AR, WC, MOH | 12-13 |
| Train Community Diarrhea Prevention | MCD, AR, WC, MOH | 15-23 |
| Construction Test Latrine | MCD, AR, WC | 4 |
| Prepare Latrine Construction Training & Train Workers | MCD, AR | 15-18 |
| Train Community & Construct latrines | MCD, AR, WC | 18-23 |
| Prepare & train workers in Latrine use & Maintenance | MCD, AR | 18-20 |
| Water Quality Lab set-up and testing | MCD, TA (WQ), AR | 4-5 |
| Prepare & Implement Final KAPB | MCD, AR | 22 |
| <u>3. Workshops and Evaluations</u> | | |
| Prepare & do Start-up Workshop | MCD, TA (WF), AR, NGOs | 1 |
| Prepare Mid-term Workshop | MCD, AR | 2, 12 |
| Hold Mid-term Workshop | MCD, AR | 12 |
| Prepare & hold Final Workshop | MCD, AR | 23 |
| Mid-term (Internal) Evaluation | MCD, AR | 13 |
| Final (External) Evaluation | MCD | 24 |

4. Administration and Finance

| <u>Action</u> | <u>Action Agent (s)</u> | <u>Month</u> |
|-------------------------|-------------------------|--------------|
| See monitoring | MCD ,AR. | |
| 5. Closeout | | |
| Commodity Transfer | MCD,AR | 24 |
| Responsibility Transfer | MCD,AR | 22-24 |
| End Project | | 24 |

TA(WF): Technical Assistance: Workshop Facilitator
 TA(CA): Technical Assistance: Cultural Anthropologist
 TA(WQ): Technical Assistance: Water Quality Specialist
 AR: Agua Rural
 MOH: Ministry of Health
 WC: Village Water Committee

IV. Environmental Impact and Mitigation

MCD will address the following environmental issues as a part of the USAID Grant:

A. Hand-dug wells:

1. The extraction of groundwater from wells can cause well and aquifer pollution unless correct siting, construction, and usage procedures are adhered to. Consequently:
 - a. All well siting will be the ultimate responsibility of the MCD water and sanitation engineer. All wells will meet the siting requirements in terms of acceptable distance from latrine installations, and other sources of possible groundwater contamination.
 - b. All wells shall be constructed and/or rehabilitated based on PRONAR's (National Rural Water Supply Program) established technical standards and specifications for siting, construction and usage. MCD/PRONAR will conduct proper sampling and analysis of water to assure safety of water supply (i/e., levels of boron, nitrate, conductivity, chloride, PH, etc.) and a determination of the maximum number of wells that a given aquifer can sustain based upon yield estimates. Where the rehabilitation process may require abandonment of the existing wells, abandonment shall be done in a manner that ensures non-pollution of the aquifer.

- c. All wells will be lined with concrete well rings to prevent possible contamination by parasites and disease-causing bacteria.
- d. All wells will be sealed and a VLOM (AFRIDEV) hand pump mounted to prevent contamination entering into the well shaft. A concrete apron will be constructed to ensure correct drainage of waste water away from the wellhead. The well head will incorporate an access lid, which will be secured with a padlock.
- e. All wells will be thoroughly disinfected after construction. Disinfection of wells shall be done in a manner that ensures no increase in pollutant concentration following the disinfection process.
- f. All well intervention will be accompanied by a community participation water and health education program.

2. Constructing new water sources can encourage migration of the population and the expansion of displaced person camps. To avoid this possible effect, MCD will ensure that wells will be constructed, to the extent possible, in locations where the population currently live.

B. Latrines:

1. Unless correctly sited, latrines can be responsible for well and aquifer pollution. Consequently:
 - a. All latrine siting and construction will be the ultimate responsibility of the MCD water and sanitation engineer.
 - b. All improved latrine construction shall be done according to INFP's (National Institute of Physical Planning) established standards and specification for construction and siting of improve latrines.
 - c. In unstable ground, the latrine will be lined.
 - d. Where latrines happen to be close to a source of water such as a river or in an areas of high water table, the latrine must be moved to a higher ground.
 - e. The Grantee will assure that all latrine intervention will be accompanied by a community participation personal hygiene and health education program.