



U.S. AGENCY FOR
INTERNATIONAL
DEVELOPMENT

To Mr Beans
PD- ABL-151 8/30
94877

AJ 11 1993

Mr. Alain Michel
President
Equilibre
14 Bis Bd De L'Artillerie
69348 Lyon Cedex 07
France

Subject: Grant No. AOT-3003-G-00-3134-00

Dear Mr. Michel:

Pursuant to the authority contained in the Foreign Assistance Act of 1961, as amended, the Agency for International Development (hereinafter referred to as "A.I.D." or "Grantor") hereby provides Equilibre hereinafter referred to as "EQUIP" or "Grantee") a Grant in the amount of Six Hundred and Seventy Six Thousand, Eight Hundred Dollars (\$676,800.00) in support of their transportation of food commodities in Bosnia-Herzegovina/Croatia, as more fully described in Attachment 1 of the Grant entitled "Schedule" and the Grantee's application entitled "Fleet of Trucks for use in B/H", which is incorporated herein by reference.

The total estimated amount of AID support is \$676,800.00 of which \$676,800.00 is hereby obligated. AID shall not be liable for reimbursing the Grantee for any costs in excess of the obligated amount.

This Grant is effective and obligation of \$676,800.00 is made as of the date of this cover letter and shall apply to commitments and expenditures made and/or incurred by the Grantee in furtherance of the project objectives during the period July 16, 1993, as authorized by letter from Dayton Maxwell dated July 16, 1993, through October 15, 1993.

This Grant is made to the Grantee on condition that the funds will be administered in accordance with the terms and conditions as set forth in Attachment 1, the Schedule; Attachment 2, Standard Provisions; Attachment 3, Additional Standard Provisions; and the Grantee's (proposal/application), entitled "Fleet of Trucks for use in B/H", which have been agreed to by your organization.

Please acknowledge receipt of this Grant by signing all copies of this cover letter, retaining one set for your files, and returning the remaining copies to Ms. Amanda Downing, Agency for International Development, OFDA/OS, Room 1262A N.S., Washington, DC 20523-0008.

Sincerely,

Sharon L. Zavestoski
Sharon L. Zavestoski
Grant Officer
A Division, AOT Branch
Office of Procurement

Attachments:

1. Schedule
2. ~~Mandatory Standard Provisions, Non U.S., Non Governmental Grantee~~
3. Standard Provisions, Non U.S., Non governmental Grantee

ACKNOWLEDGED:

Equilibre

BY: _____

TYPED NAME: LOU MET Pason

TITLE: Secrétaire Générale

DATE: 23/08/93



FISCAL DATA

PIO/T No.	:968-3003-93-158-3684173
Appropriation Number	:72-11X1035
Budget Plan Code	:EFDX-93-16830-HG41
Total Estimated Cost	:\$676,800
PIO/T Amount	:\$676,800
Total Obligated Amount	:\$676,800
Project Office	:OFDA/DRD Ray Dionne

SCHEDULE

A. BACKGROUND

Civil strife in Bosnia-Herzegovina has resulted in death or injury for more than one hundred thousand people, the destruction of scores of thousands of homes, the disruption of economic activity, and the displacement of more than two million persons.

In addition to an immediate need for food, the war-affected population continues to have urgent requirements for medicines and medical supplies, shelter materials, agricultural inputs, and various other items, such as hygienic materials, sanitation equipment and heating/cooking utensils. Due to its limited logistic capacity, however, UNHCR-- the primary supplier of relief aid to Bosnia-Herzegovina--is able to transport only food and soap/detergent, and has essentially delegated responsibility for transport of non-food relief items to the NGO community.

At the same time, NGO logistic operations have been adversely affected by security problems -- which, inter alia, have restricted access by local drivers --- and by increased demand for transport of materials into central and north-central Bosnia. Accordingly, Equilibre and Bosnia Disaster Appeal, NGO's that are primarily dedicated to providing transport of non-food items for the entire NGO community, have had to expand their trucking fleets, recruit international drivers, and seek funding from outside sources.

Equilibre operates a fleet of 14 rented trucks with a combined capacity of 138 MT, while Bosnia Disaster Appeal (BDA) owns a fleet of eight vehicles and is in process of acquiring six more. Each organization has appealed for funding to operate their respective fleets for a period of three months.

B. PURPOSE OF GRANT

This disaster relief project provides for Equilibre to operate a fleet of vehicles to serve NGO's seeking to transport relief commodities into and within Bosnia-Herzegovina. Specifically, the project provides for a three-month period, the rental, maintenance and operating (fuel) costs of a fleet of 14 transport vehicles; the salaries, accommodation and living costs for drivers and other essential staff; and, the administration of the project. Under the International Rescue Committee, the Bosnia Disaster Appeal, Merhamet, Solidarites, Action Internationale Ccontra La Faim, UNHCR, UNICEF and other relief agencies operating in the area.

3

All relief will be distributed even-handedly, going to the most needy, regardless of ethnicity or religious persuasion. In order to accomplish the goals and objectives of this grant, the grantee shall:

- Coordinate closely with the OFDA/DART at the U.S. Embassy in Zegreb and/or its field representative(s);

- Maintain in good working order a fleet of 14 transport vehicles to meet the transport needs of NGO's operating in Bosnia-Herzegobina;

- Work closely with local authorities and with NGO's active in the field to asses and prioritize relief needs by item and location;

- As required and feasible, provide transport for NGO's seeking to deliver relief supplies to needy communities in Bosnia-Heregovina;

- Assess on a continuing basis the humanitarian needs and the overall humanitarian situation in the various communities of Bosnia-Herzegovina served by the Equilibre transport fleet; and ,

- Make recommendations as appropriate to permit an increased flow of humanitarian aid to needy communities and individuals in Bosnia-Heregovina.

C. PERIOD OF GRANT

1. The effective date of this Grant is the date of the Grant Cover Letter and the Completion date is October 16, 1993.

2. Pursuant to the authorization provided by the letter dated July 16, 1993 signed by Daton Maxwell funds obligated hereunder are available for expenditures beginning July 16, 1993 and ending October 15, 1993.

D. AMOUNT OF GRANT AND PAYMENT

1. The total amount of this grant for the period shown in Section C.1 above is \$676,800.00.

2. A.I.D. hereby obligates the amount of \$676,800.00 for project expenditures during the period set forth in Section C.2 above, and as shown in the Grant Budget in Section E.

3. Payment will be made to the Grantee in accordance with procedures set forth in Attachment 3 - the Additional Standard Provision No. 1 entitled "Periodic Advance".

a. The Grantee shall submit the required documentation to the following address:

Agency for International Development
Office of Financial Management (FA/FM/CMP/CGLC)
Room 703, SA-2
Washington, DC 20523-0209

b. In addition, one copy of all financial reports shall be submitted to the A.I.D. Project Officer, Chris. Keppler or his designee, at the following address:

Ray Dionne
FHA/OFDA/DRD
Room 1262A NS
Washington, DC 20523-0008

E. GRANT BUDGET

The following is the budget for this Grant. The Grantee may not exceed the total obligated amount. The Grantee may adjust line item amounts within the grand total as may be reasonably necessary for the attainment of project objectives, consistent with restrictions cited in Attachment 2 - Standard Provision 4 of this Grant entitled "Revision of Grant Budget".

BUDGET

<u>Line Items</u>	<u>COST</u>
A. PERSONNEL	
Supervisors (3)	\$ 45,000
Convoy Officers (4)	60,000
Administrator	15,000
Drivers (14)	226,000
Mechanics (3)	45,000
Interpreters (4)	24,000
Total	<u>\$ 415,800</u>

B. VEHICLES [RENTAL]	
Bedford 4WD (8)	\$ 96,000
Semis (2)	48,000
Flatbed (4)	72,000
Total	<u>\$216,000</u>
C. FUEL	
Total	<u>\$ 45,000</u>
F. REPORTING	

1. PROGRAM REPORTING

The Grantee shall submit monthly narrative reports and a final report at the end of the project to the Project Manager in OFDA Washington. The reports should document progress vis-a-vis program objectives, problems encountered, corrective action taken along with significant program developments during the reporting period and projected accomplishments for the coming period. Two copies of each program performance reports should be submitted to OFDA. The final report should be submitted no later than 90 days after the completion of the project. The monthly reports should also be sent to the OFDA Disaster Assistance Response Team at the American Embassy in Zagreb.

2. Financial Reporting

a. Financial reporting requirements shall be in accordance with the Additional Standard Provision No. 1 of this Grant entitled "Payment - Periodic Advance", as shown in Attachment 3.

b. The original and two copies of all financial reports (Financial Status Report - Form 269) shall be submitted to the Office of Financial Management, whose address is listed in Section D.3.a. of this Schedule.

c. In addition, two copies of all financial reports shall be submitted to OFDA, Rm. 1262A NS, Washington, D.C. 20523-0008, one copy for the Project Officer (Ray Dionne), and one copy for the Operations Support Division (Amanda Downing).

d. Each financial report shall include:

PIO/T Number	:968-3003-93-158-3684173
Project No.	:3003
Project Name	:Fleet of Trucks for use in B/H
Grant Number	:AOT-3003-G-00-3134-00
Project Officer	:Ray Dionne OFDA/OS

G. INDIRECT COST RATE

There is no indirect rate chargeable against this Grant and therefore no indirect expense should be paid against this Grant.

H. SPECIAL PROVISIONS

1. Due to the emergency nature of the program and the need to respond quickly to changing situations and pursuant to Section 491 of the FAA, as amended, the geographic code for procurement of goods and services is authorized as "935" (Special Free World) including the Host Country.

2. Delivery of Notices. For purposes of "Notices" delivered to the A.I.D. Grant Officer, pursuant to the Standard Provision 13 of this Grant entitled "Notices", the following address shall be used:

a. Regular U.S. Mail

Grant Officer
Agency for International Development
Office of Procurement
Division A - AOT Branch
Washington, DC 20523-1425

b. Express Mail or Hand Delivery

Grant Officer
Agency for International Development
Office of Procurement
Division A - AOT Branch
15th Floor Receptionist
1100 Wilson Blvd.
Arlington, VA 22209

3. Zip Codes. Use on the following nine-digit zip codes instead of the five digit codes shown in the Standard Provisions and Additional Standard Provisions.

<u>Standard Provisions</u>	<u>Zip Code</u>
Disputes Clause	20523-0051
Payment - Periodic Advance	20523-0209
Procurement of Goods and Services	20523-1414

(END OF SCHEDULE)