

Mission Spéciale Américaine  
de Coopération Economique  
et Technique en Tunisie

1  
UNITED STATES OF AMERICA

Special Mission for Economic  
and Technical Cooperation  
28, Rue Suffex - Notre Dame  
Tunis, Tunisia

PD-ABL-413  
95534

البعثة الامريكية الخاصة للتعاون  
الاقتصادي والفني  
تونس



June 7, 1995

Mrs. Faiza Kefi  
Présidente  
l'Union Nationale de la Femme Tunisienne (UNFT)  
56, Boulevard Bab Benat  
Tunis, Tunisia

**SUBJECT:** Grant No. 298-0377-G-00-5027-00  
to support Democratic Institutions:  
Tunisian Women's Participation  
in the 1995 World Conference on  
Women in Beijing, China

Dear Mrs. Kefi:

Pursuant to the authority contained in the Foreign Assistance Act of 1961, as amended, the Agency for International Development (hereinafter referred to as "USAID") hereby grants to the "Union Nationale de la Femme Tunisienne (hereinafter referred to as UNFT or Grantee)" the sum of Fifty One Thousand Dollars (\$51,000) to provide support to the League of Tunisian Women's Non-Governmental Democratic Institutions in Tunisia and the activities planned by these institutions for the 1995 World Conference on Women in Beijing, China, as outlined in Attachment No. 2. The Grant provisions are described in Attachment 1 entitled "Schedule" and Attachment No. 3 "Mandatory and Applicable Standard Provisions". The general scope of activities authorized under this Grant are described in Attachment 2 "Program Description".

Commitment of funds for the activities presently financed under this Grant 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 June 7, 1995 and ending September 11, 1995. All Grant activities and program and financial reporting requirements, with the exception of the final program report, must be completed no later than August 15, 1995. The final program report is due no later than September 11, 1995. No extensions in the period of performance of this Grant shall be



**SCHEDULE**

**A. Purpose of Grant**

The purpose of this Grant is to provide support through the Tunisian National Association for Women (UNFT) to build the institutional capacity of Tunisian Women's NGOs to permit these NGO's to become effective agents in furthering the rights and participation of women in Tunisian society. The target group of NGOs is the League of Tunisian Women's Association, a group of 10 organizations representing Tunisian women professionals, business women, workers, farmers and homemakers. This league was organized by the National Association of Tunisian Women (UNFT). Funding under this Grant shall be devoted to the promotion of Tunisian women's participation in the national preparatory activities for the fourth World Conference which will take place in Beijing, China in September 1995. These activities are described in Attachment 2 - "Program Description" to this Grant.

**B. Period of Grant**

The Grant applies to commitments made by the Grantee in implementing program activities from June 7, 1995 through September 11, 1995.

**C. Amount of Grant and Payment**

1. USAID hereby commits the amount of 51,000 U.S. Dollars for the purposes of this Grant
2. Payment shall be made to the Grantee in accordance with the procedures set forth in paragraph F. of this Schedule. Liquidation of such payment shall be performed by the Grantee in accordance with Attachment 3 - Applicable Standard Provision No. 1. entitled "Payment-Periodic Advance".

D. Grant Budget Period June 7, 1995 - August 15, 1995.

	<u>USAID</u> <u>Contribution</u> <u>(U.S.\$)</u>	<u>GRANTEE</u> <u>Contribution</u> <u>(U.S. \$ equiv)</u>
<b>1. 20 Conferences/Workshops in Tunisia</b>		
- Greater Tunis (2)	2,200	
- Other Gouvernorates (18)	11,100	
- Transport cost (bus) for participants		11,100
<b>2. Production of Video Film on the Women's Movement in Tunisia</b>	25,000	3,000
<b>3. Activity Awareness Supplies</b>		5,400
- Posters	2,700	
- Tee-Shirts	1,600	
- Pins	1,100	
- Fountain Pens	1,100	
<b>4. CREDIF Publications</b>		
a. translation services	1,200	
b. printing services	5,000	
<b>5. Other</b>		
- Secretarial Assistance to League		5,500
<b>Total Contributions</b>	<b>\$51,000*</b>	<b>\$25,000</b>

\* Payments to the Grantee shall be made in Tunisian Dinars and shall not exceed the Tunisian Dinar equivalent of this maximum U.S. Dollar obligation.

Revisions to the grant budget shall be made in accordance with the Mandatory Standard Provision of this Grant entitled "Revision of Grant Budget".

E. Indirect Costs

Indirect costs incurred from the implementation of activities under this Grant shall be absorbed by the Grantee.

**F. Payment Instructions**

Payment will be made to the Grantee in two tranches, as indicated below:

**Payment A: Cash Advance for Video Film Production:** Upon execution of this Grant, the Grantee may apply for a cash advance in the amount of not to exceed \$25,000 for the video film production. Under no circumstances may the Grantee expend funds authorized under this Grant in excess of \$25,000 for the production of the video film.

**Payment B: Cash Advance for Delivery of Workshops, Purchase of Supplies and CREDIF Publications:** Upon execution of this Grant, the Grantee may apply for a cash advance in the amount of not to exceed \$26,000 for implementation of the Workshops and production of the CREDIF publications.

The Grantee shall submit all required financial reporting under this Grant to USAID. The Grantee shall fully liquidate both advance payments stipulated above, in accordance with the reporting terms stipulated in Applicable General Provision No. 1 - Payment: Periodic Advance, NO LATER THAN August 15, 1995.

**G. Reporting**

**1. Financial Reporting**

a. Financial reporting requirements shall be in accordance with the Applicable Standard provision No. 1 of this Grant entitled "Payment - Periodic Advance", as shown in Attachment No. 3. An original and two copies of all financial reports shall be submitted as follows:

- Report No. 1: Liquidation report for expenditures related to the USAID funding of the video film production in the amount not to exceed \$25,000;
- Report No. 2: Liquidation report for expenditures related to all other authorized Grant activities.

**2. Program Performance Reporting**

**a. Reporting on Individual Activities**

No later than five (5) days after the completion of each activity stipulated in Attachment No. 2 "Program Description", UNFT shall submit two (2) copies of documentation concerning the activity, as appropriate e.g. workshop proceedings/resume of seminar activities; copy of the CREDIF publications; videotape (2 copies of the tape).

b. Final Report

NO LATER THAN September 11, 1995, UNFT shall submit to USAID/Tunisia two (2) copies of a final report in French which provides a brief summary and assessment of all activities undertaken and links these activities to the final presentation and workshop deliberations of the Tunisian League of Women's Association at the 4th World Conference on Women in Beijing, China. The Grantee shall also submit a copy of the workshop proceedings.

3. Report Submission to USAID/Tunisia

All financial and program performance reports shall be forwarded to the following address:

General Development Office  
USAID/Tunisia  
28, rue Suffex, Notre Dame  
1082, Tunis

H. Authorized Geographic Codes

The authorized geographic codes for procurement of services under this Grant is 000 (U.S.A.) or 664 (Tunisia) i.e. all goods and services financed under this Grant will have their source/origin or nationality in the United States, or as specifically authorized by USAID regulations (USAID Handbook 1B, Chapter 18), in Tunisia.

I. Marking

The publication and video material funded under this Grant must be marked in accordance with the terms of Applicable General Provision No. 10, entitled Publications and Media Releases, dated August 1992 and Mandatory Standard Provision No. entitled Communications Products, dated October 1994.

J. Special Provisions

A. Mandatory Standard Provision No. 2, "Accounting, Audit and Records" dated August 1992 in Attachment No. 3 of this Grant is deleted in its entirety and replaced with Mandatory Standard Provision No. 2, "Accounting, Audit and Records", dated March 1994 and made an integral part of Attachment No. 3 to this Grant.

B. Per CIB 94-20, Mandatory Standard Provision entitled "Communications Products", dated October 1994, is made an integral part of Attachment No. 3 to this Grant.

END OF SCHEDULE

.6'

Program Description

**TUNISIAN LEAGUE OF NON GOVERNMENTAL WOMEN ASSOCIATIONS**

**Preparation of the World Conference on Women  
(Beijing - September 1995)**

**I/Background**

For over a year now, efforts are being made to set up the League of Tunisian Women Associations in order to coordinate the preparatory work for the forthcoming World Conference on Women. The process has been initiated by UNFT.

The League has now been formed and is meeting once every two weeks at the "Espace 13 Août", a meeting hall next to UNFT headquarters. Member associations have decided to join this League on their own free will and have agreed that only organizations working for women promotion shall be eligible to become members.

**II/Composition**

The League is made up of ten associations, specifically concerned with women problems. These are:

- The National Union of Tunisian Women (UNFT)
- The Tunisian Women Association for Research and Development (AFTURD)
- The Tunisian Mothers Association (M.M.M. Tunisia Section)
- The National Chamber for Women Entrepreneurs (CNFCE)
- The Tunisian Association of Women Democrats (ATFD)
- The Association for the Promotion of Women Entrepreneurs (APROFE)
- The Women Farmers Federation (F.F.A.)
- The Women Commission of the General Union of Tunisian Workers (UGTT)
- The Women Commission of the Bar Council
- The Women Commission of the Human Rights League

**III/Objectives**

In anticipation of the Beijing World Conference on Women in 1995, the League of Tunisian Women Associations intends to carry out various activities aimed at:

- increasing Tunisian people's awareness of the importance of this forthcoming event and of the role NGOs could play to improve women

condition and protect women rights;

- making better known the role of the League of Tunisian Women Associations;
- coordinating and increasing women NGOs capabilities to propose actions to the World Conference;
- implementing joint and lasting activities whose impacts could continue after the Conference.

#### **IV/ Functioning and Method of Work of the League**

The League is coordinated by the President of UNFT who is empowered to speak on its behalf at the National Women and Family Council and provides the League with all the information she gets about the ongoing preparations for the World Conference at the regional (African, Arab, Maghrebian) and international level. She is making her best efforts to find the necessary funds for the League and to finance the large participation of Tunisian NGOs in the Beijing Conference.

The meetings of the League are presided over in turn by the representatives of the member associations. The drafting of the minutes is also rotated between members.

#### **V/ Activities**

The members of the League have decided:

- to develop a joint activity program so that they may participate in the Beijing Conference as a united and well-coordinated group;
- to participate in preparing the National Report;
- to develop a common policy platform on the positions to be adopted at the Conference based on the conference working documents without prejudice to any differences of opinions which may appear within the League.

With regard to these planned joint activities, it is the intention of the League to develop:

- 1) A set of promotional aids; an eye-catching poster to increase public awareness on the League's work. The poster could be reproduced in smaller-sized bills, stickers, the directory cover, pins, tee-shirts etc. A workshop would be organized to determine the nature of such promotional aids.

2) An instructional video film introducing the activities of various Tunisian women associations as they relate to the priority topics of the Beijing Conference. This film is intended to inform women at the regional level of the forthcoming World Conference, its objectives and its impacts on national associations. It is also intended to give the NGOs Forum in Beijing an example of women associations activism. This video film will be produced in two time versions lasting respectively 26 mn and 15 mn and three language versions (Arabic, French, English).

3) A series of 20 lectures at the national and regional level will be organized between June 3 and July 15, 1995 to inform the public of the objectives of the World Conference and its challenges and to formulate recommendations for a future consensus about Tunisian women's priorities and future action strategy which shall be presented in Beijing. Such lectures shall be held in all the regions of the country.

#### 4) Credif Publications:

The Center for Research, Studies, Information and Documentation on Women (CREDIF) will present, during this conference, a number of materials in the form of folders on women statistics, the rights of Tunisian women, legal reforms and the young girl's rights. The amount of \$ 6,000 is requested from USAID for the translation and printing of such materials.

#### VI/ Means:

The League has been able to operate so far thanks to the modest logistic support provided by UNFT at the "Espace 13 Août". Additional resources should be made available for the League if it is to be more efficient.

That is the purpose of this our request.

#### VII/ Components of this Request

##### 1/ Promotional aids and supplies

* Posters	2,500
* Tee-shirts	2,500
* Pins	1,000
* Fountain-pens	1,000
* Various supplies	1,000

TOTAL: TD 8,000

2/ Production of an instructional film titled " Tunisie au Féminin et au Pluriel":

Length: 26 mn and 15 mn  
 Type of film: video film  
 Production: to determined  
 Cost: TD 25,000  
 See proposal under attachment I

3/ In-country conferences

- \* a conference in the "Great Tunis"
- \* a conference in each governorates (20)

- Targetted population: 200 representatives of associations at the regional level and women decision-makers in several sectors

- Cost: TD 12,000 ( or TD 500 to pay for the rental of the meeting rooms and travel costs of the lecturers for the 20 governorates and TD 2,000 for the region of the "Great Tunis".

See schedule under attachment 2

4/ CREDIF Publications

The documents and folders CREDIF plans to present during this conference are described below:

Description of publication	Nber of pages	Amount
1-English translation of the document titled "the Young Girl's Rights"	40	TD 650
2-English translation of the folder "Women Statistics"	8	TD 150
3-English translation of a document on the Legal Status of Women	12	TD 250
4-Printing in English of the document on Women Statistics	2000 copies	TD 600
5-Printing of the document on the Young Girl's Rights (44 pages + cover pages)	1000 copies	TD 400
6-Printing of the document on the Legal Status of Women (16 pages + cover pages)	1000 copies	TD 800
7-Printing in English of CREDIF constitutional folder	5000 copies	TD 500
<b>TOTAL</b>		<b>TD 6,510</b>

5/ Summary in Dinars:		
* Film about the League		25,000
* Regional conferences		12,000
* Promotional aids and supplies		8,000
* CREDIF publications		6,000
	<b>TOTAL</b>	<b>51,000</b>

#### CONTRIBUTION OF THE LEAGUE

The League contribution to the preparatory work of the Fourth World Conference on Women is as follows:

- Secretarial services:		TD	5,000
- Transportation costs/car rental:		TD	10,000
- Various support costs (Equipment, printing, photocopies etc.)		TD	5,000
- CREDIF Publications:		TD	510
- Video Production		TD	3,000
	<b>TOTAL</b>	<b>TD</b>	<b>23,510</b>