

P1-ABL 718



INTERNATIONAL IN SOMALIA

K.5  
Fax: 873-151-5214  
Mogadishu Satcom Telephone: 873 - 151 - 5213

October 15, 1993

Mark Wentling  
Director  
USAID,  
NAIROBI.

Dear Mr. Wentling,

INTER-AGENCY LOGISTIC SUPPORT    NORTHERN SOMALIA  
REF: 968-1032-3500-00

Dear Mr. Wentling,

Enclosed is an interim accounting for the above referred grant which expires on October 31, 1993. You will notice from the accounting that an unspent balance amounting to USD 120,368.89 has been estimated as at the end of October 31, 1993. The main reason for this unspent balance is because the commencement of the Project activity was delayed by 2 weeks and flying hours actually required by the plane schedule are slightly less than anticipated at the time the Project proposal was submitted.

Since the continuance of the Project activity is crucial at this time and we have not received any firm commitment from the EC for continuing this activity beyond October 31, 1993, we would like to seek a no cost extension of this grant up to December 31 1993.

We would appreciate receiving your approval for the no cost extension as soon as possible.

Thanks.

Yours sincerely,

David Neff  
Country Director  
CARE-Somalia

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INTERIM FINANCIAL REPORT  
 CARB SOMALIA

GRANT NO. 968-1032-3500

PG 41A1/PN22  
 DONOR: OFDA

	DESCRIPTION	GRANT AMOUNT	EXPENSES AS OF SEPTEMBER	ESTIMATED EXP/ADJ OCT.	TOTAL EXPENSES (ESTIMATED-OCT.)	ESTIMATED UNSPENT BALANCE NOV. 01-DEC. 31	ESTIMATED EXP. NOV. 01-DEC. 31
1.	SALARIES & BENEFITS	14,346.00	234.82	5,000.00	5,234.82	9,111.18	9,118.00
2.	TRANSPORTATION	13,350.00	0.00	6,000.00	6,000.00	7,350.00	7,350.00
3.	AIRCRAFT EXPENSES	344,315.00	216,766.00	35,000.00	252,766.00	91,549.00	91,549.00
4.	OFFICE SUPPLIES	1,275.00		800.00	800.00	475.00	475.00
5.	COMMUNICATIONS EQUIPMENT	18,375.00		15,000.00	15,000.00	3,375.00	3,375.00
	TOTAL:	391,561.00	217,000.82	62,800.00	279,800.82	111,860.18	111,867.00
	ICR @ 7.5%	29,766.00	16,492.06	4,772.80	21,264.86	8,501.37	8,501.89
	TOTAL:	421,427.00	233,492.88	67,572.80	301,065.68	120,361.55	120,368.89

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U.S. AGENCY FOR  
INTERNATIONAL  
DEVELOPMENT

May 5, 1993

Mr. E. Krishnan  
CARE Somalia  
c/o CARE International Kenya  
P.O. Box 43864  
Nairobi, Kenya

Subject: Grant No. 968-1032-G-00-3500-00

Dear Mr. Krishnan:

Pursuant to the authority contained in the Foreign Assistance Act of 1961 and the Federal Grant and Cooperative Agreement Act of 1982, as amended, the Agency for International Development (hereinafter referred to as "A.I.D.") hereby provides to Cooperative for American Relief Everywhere (hereinafter referred to as "CARE" or "Grantee") the sum set forth in Section 1C.2. of Attachment 1 of this Grant to provide financial support for the program described in Attachment 2 of this Grant entitled "Program Description."

This Grant is effective as of the date of this letter and funds obligated hereunder shall be used to reimburse the Grantee for allowable program expenditures for the period set forth in Section 1B. of Attachment 1 of this Grant.

This Grant is made to the Grantee on the condition that the funds will be administered in accordance with the terms and conditions as set forth in the attachments listed under my signature below, which together constitute the entire Grant document and have been agreed to by your organization.

Please acknowledge receipt and acceptance of this Grant by signing all copies of this cover letter, retaining one complete copy of the cover letter and grant for your files, and returning the remaining copies of the cover letter and grant to the undersigned.

Sincerely yours,

A handwritten signature in cursive script, appearing to read "K. Frascella", written in dark ink.

Kathleen M. Frascella  
Grant Officer  
AID DART USAID Nairobi

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Attachments:

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

ACKNOWLEDGED:

COOPERATIVE FOR AMERICAN RELIEF EVERYWHERE

BY: *E. Krishnan*

TYPED NAME: E. KRISHNAN

TITLE: COUNTRY DIRECTOR

DATE: MAY 6TH 1993

Appropriation: 72-11X1040  
 BPC: EADX-93-29649-HG41  
 Amount: \$316,861

Appropriation: 72-11X1035  
 BPC: EFDX-92-29649-HG41  
 Amount: \$104,566

TOTAL OF GRANT: \$421,427

GR968-1032-G-00-3500

- (i) F930052 (11X1040) \$ 316,861.00
- (ii) F920027 (X1035) \$ 104,566.00

FUNDS AVAILABLE  
 JWN  
 REVENUE FROM THE  
 DATE 5/15/93

ATTACHMENT 1

SCHEDULE

**1A. PURPOSE OF GRANT**

The purpose of this Grant is to provide financial support for the program described in Attachment 2 of this Grant entitled "Program Description."

**1B. PERIOD OF GRANT**

The effective date of this Grant is May 1, 1993 and the estimated completion date is October 31, 1993. Funds obligated hereunder (see Section 1C.2. below) shall be used to reimburse the Grantee for allowable program expenditures incurred by the Grantee in pursuit of program objectives during such period. Funds obligated hereunder are anticipated to be sufficient for completion by the Grantee of the program described in Attachment 2 of this Grant by the estimated completion date.

**1C. AMOUNT OF GRANT AND PAYMENT**

**1C.1.** The total estimated amount of this Grant for its full period, as set forth in Section 1B. above, is \$421,427.

**1C.2.** A.I.D. hereby obligates the amount of \$421,427 for the purposes of this Grant during the indicated period set forth in Section 1B. above, thereby fulfilling A.I.D.'s funding requirements. A.I.D. shall not be liable for reimbursing the Grantee for any costs in excess of the obligated amount, except as specified in paragraph (f) of the Standard Provision of this Grant entitled "Revision of Grant Budget."

**1C.3.** Payment shall be made to the Grantee in accordance with procedures set forth in the Standard Provision of this Grant entitled "Payment - Letter of Credit," as shown in Attachment 3.

**1D. GRANT BUDGET**

**1D.1.** The following is the Budget for the total estimated amount of this Grant (see Section 1C.1. above) for its full period (see Section 1B. above). The Grantee may not exceed the total estimated amount or the obligated amount of this Grant, whichever is less (see Sections 1C.1. and 1C.2., respectively, above). Except as specified in the Standard Provision of this Grant entitled "Revision of Grant Budget," as shown in Attachment 3, the Grantee may adjust line item amounts as may be reasonably necessary for the attainment of program objectives.

they should also document that costs of technical services, equipment and materials are "most advantageous to the Grantee, price and other factors considered."

CARE should also report to OFDA any significant problems or events encountered during the grant period that impacted on their ability to implement the project activity envisioned and explain corrective measures taken. Explanation of actual unit costs versus budgeted costs also should be submitted to OFDA. The final report shall be received by OFDA no later than 60 days after termination of the project. The grantee shall inform OFDA immediately by phone, FAX or letter of any significant events that will affect the grantee's ability to implement the project as outlined in the grantee's proposal.

#### **1E.2.(a) Quarterly Reports**

The Grantee shall submit five (5) copies of briefer quarterly program performance reports, which coincide with the financial reporting periods described in Section 1E.1. above, to the A.I.D. Project Office specified in the Cover Letter of this Grant. In addition, two copies shall be submitted to A.I.D., PPC/CDIE/DI, Washington, DC 20523-1802. These reports shall be submitted within 30 days following the end of the reporting period, and shall briefly present the following information:

**1E.2.(c)(1)** A comparison of actual accomplishments with the goals established for the period, the findings of the investigator, or both. If the output of programs can be readily quantified, such quantitative data should be related to cost data for computation of unit costs.

**1E.2.(c)(2)** Reasons why established goals were not met, if applicable.

**1E.2.(c)(3)** Other pertinent information including the status of finances and expenditures and, when appropriate, analysis and explanation of cost overruns or high unit costs.

#### **1E.2.(d) Special Reports**

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

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**1E.2.(d)(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.

**1E.2.(d)(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.

**1E.2.(d)(3)** If any performance review conducted by the Grantee discloses the need for change in the budget estimates in accordance with the criteria established in the Standard Provision of this Grant entitled "Revision of Grant Budget," the Grantee shall submit a request for budget revision to the Grant Officer and the A.I.D. Project Officer specified in the Cover Letter of this Grant.

**1E.2.(e)** Final Report

Within 90 days following the estimated completion date of this Grant (see Section 1B. above), the Grantee shall submit five (5) copies of a final report to the A.I.D. Project Office specified in the cover letter of this Grant. In addition, two copies shall be submitted to A.I.D., PPC/CDIE/DI, Washington, DC 20523-1802. It will cover the entire period of the Grant and include all information shown in Sections 1E.2.(b) through 1E.2.(f) above.

**1F.** TITLE TO PROPERTY

Title to property acquired hereunder shall rest in the Grantee, subject to the requirements of the Standard Provision of this Grant entitled "Title To and Use of Property (Grantee Title)" regarding use, accountability, and disposition of such property, except to the extent that disposition of property may be specified in Section 1I. below.

**1G.** PROCUREMENT AND (SUB)CONTRACTING

**1G.1.** Applicability

This Section 1G. applies to the procurement of goods and services by the Grantee (i.e., contracts, purchase orders, etc.) from a supplier of goods and services (see the Standard Provisions of this Grant entitled "Procurement of Goods and Services" and "AID Eligibility Rules for Goods and Services"), and not to assistance

provided by the Grantee (i.e., a subgrant or [sub]agreement) to a subrecipient (see the Standard Provision of this Grant entitled "Subagreements").

**1G.2. Requirements**

In addition to other applicable provisions of this Grant, the Grantee shall comply with paragraph (b)(1) of the Standard Provision of this Grant entitled "AID Eligibility Rules for Goods and Services," concerning total procurement value of less than \$250,000 under this Grant.

**1G.3. Approvals**

Inclusion of costs in the budget of this Grant for the purchase of nonexpendable equipment obviates neither the requirement of Section J.13. of OMB Circular A-21 (for educational institutions) or Section 13 of Attachment B of OMB Circular A-122 (for nonprofit organizations other than educational institutions) for prior approval of such purchases by the Grant Officer, nor any other terms and conditions of this Grant, unless specifically stated in Section 1I. below.

**1G.4. Title to Property**

See Section 1F. above.

**1H. INDIRECT COST RATES**

**1H.1.** Pursuant to the Standard Provision of this Grant entitled "Negotiated Indirect Cost Rates - Provisional," an indirect cost rate or rates shall be established for each of the Grantee's accounting periods which apply to this Grant. Pending establishment of final or revised provisional indirect cost rates, provisional payments on account of allowable indirect costs shall be made on the basis of the following negotiated provisional rate(s) applied to the base(s) which is (are) set forth below:

<u>Type</u>	<u>Rate</u>	<u>Base</u>	<u>Period</u>
Home Office	7.6 %	1/	9/29/92 - 9/30/93

1/ Base of Application: Total Direct Costs

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**1I. SPECIAL PROVISIONS**

**1I.1. Limitations on Reimbursement of Costs of Compensation for Personal Services and Professional Service Costs**

**1I.1.(a) Employee Salaries**

Except as the Grant Officer may otherwise agree in writing, A.I.D. shall not be liable for reimbursing the Grantee for any costs allocable to the salary portion of direct compensation paid by the Grantee to its employees for personal services which exceed the highest salary level for a Foreign Service Officer, Class 1 (FS-1), as periodically amended.

**1I.1.(b) Consultant Fees**

Compensation for consultants retained by the Grantee hereunder shall not exceed, without specific approval of the rate by the Grant Officer: either the highest rate of annual compensation received by the consultant during any full year of the immediately preceding three years; or the maximum rate of a Foreign Service Officer, Class 1 (FS-1) (as periodically amended), whichever is less. A daily rate is derived by dividing the annual compensation by 2,087 and multiplying the result by 8.

**1I.3. Publications**

**1I.3.(a)** The Grantee agrees to provide one copy of the manuscript of any proposed publication to the A.I.D. Project Officer not later than submission to the publisher, and to give serious consideration to any comments received from the A.I.D. Project Officer.

**1I.3.(b)** In the case of publication of any of the reports described in Section 1E.2. of this Grant, A.I.D. reserves the right to disclaim endorsement of the opinions expressed. For other publications, A.I.D. reserves the right to dissociate itself from sponsorship or publication. In both cases, the Grantee will consult with the A.I.D. Project Officer as to the nature and extent of any A.I.D. disclaimer of endorsement or dissociation from sponsorship or publication.

**1I.3.(c)** If A.I.D. does not choose to disclaim endorsement or dissociate itself from sponsorship or publication, the Grantee shall, in accordance with the Standard Provision of this Grant

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entitled "Publications," acknowledge A.I.D. support as follows:

"This publication was made possible through support provided by the Office of Foreign Disaster Assistance, Bureau for Food and Humanitarian Assistance, U.S. Agency for International Development, under Grant No. 968-1032-G-00-3500-00."

**1I.3.(d)** In addition to providing one copy of all published works and lists of other written work produced under this Grant to the A.I.D. Project Officer, as required by paragraph (b) of the Standard Provision of this Grant entitled "Publications," the Grantee shall also provide two copies of such publications and lists to A.I.D., PPC/CDIE/DI, Washington, D.C. 20523-1802.

**1I.4.**     Equipment Purchases

**1I.4.(a)** Requirement for Prior Approval

Pursuant to Sections 1D.3. and 1G.3. above and the Standard Provisions of this Grant entitled "Allowable Costs" and "Revision of Grant Budget," and by extension, Section 13 of Attachment B of OMB Circular A-122, the Grantee must obtain A.I.D. Grant Officer approval for purchases of the following:

**1I.4.(a)(1)** General Purpose Equipment, which is defined as an article of nonexpendable tangible personal property which is usable for other than research, medical, scientific or technical activities, whether or not special modifications are needed to make them suitable for a particular purpose (e.g., office equipment and furnishings, air conditioning equipment, reproduction and printing equipment, motor vehicles, and automatic data processing equipment), having a useful life of more than two years and an acquisition cost of \$500 or more per unit); and

**1I.4.(a)(2)** Special Purpose Equipment, which is defined as an article of nonexpendable tangible personal property, which is used only for research, medical, scientific, or technical activities (e.g., microscopes, x-ray machines, surgical instruments, and spectrometers), and which has a useful life of more than two years and an acquisition cost of \$1,000 or more per unit).

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**1I.4.(b) Approvals**

In furtherance of the foregoing, the Grant Officer does hereby provide approval for the following purchases, which shall not be construed as authorization to exceed the total estimated amount or the obligated amount of this Grant, whichever is less (see Section 1C. above):

(If no approvals are being provided, enter "N/A")

**1I.4.(c) Exception for Automation Equipment**

Any approval for the purchase of automation equipment which may be provided in Section 1I.4.(b) above or subsequently provided by the Grant Officer is not valid if the total cost of purchases of automation equipment (e.g., computers, word processors, etc.), software, or related services made hereunder will exceed \$100,000. The Grantee must, under such circumstances, obtain the approval of the Grant Officer for the total planned system of any automation equipment, software, or related services.

**1I.4.(d) Compliance with A.I.D. Eligibility Rules**

Any approvals provided in Section 1I.4.(b) above or subsequently provided by the Grant Officer shall not serve to waive the A.I.D. eligibility rules described in Section 1G. of this Grant, unless specifically stated.

**1I.5. Restricted Goods**

Pursuant to Section 1G. above, paragraph (a)(3) of the Standard Provisions of this Grant entitled "AID Eligibility Rules for Goods and Services," and, if applicable (see Section 1K. below for applicability), paragraph (e) of the Standard Provision of this Grant entitled "Local Cost Financing," the Grant Officer's approval is required for purchase of the restricted goods described therein. In furtherance thereof, the Grant Officer does hereby provide such approval to the extent set forth below. The Grant Officer's approval is required for purchases of such restricted goods if all of the conditions set forth below are not met by the Grantee. Any approval provided below or subsequently provided by the Grant Officer shall not serve to waive any terms and conditions of this Grant unless specifically stated.

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### 1I.5.(a) Agricultural Commodities

Agricultural commodities may be purchased provided that they are of U.S. source (generally, the country from which the commodities are shipped) and origin (generally, the country in which the commodities are mined, grown, or produced) and purchased from a U.S. supplier, except that wheat, rice, corn, soybeans, sorghums, flour, meal, beans, peas, tobacco, hides and skins, cotton, vegetable oils, and animal fats and oils cannot be purchased under any circumstances without the prior written approval of the Grant Officer.

### 1I.5.(b) Motor Vehicles

Motor vehicles, if approved for purchase under Section 1I.4.(b) above or subsequently approved by the Grant Officer, must be of U.S. manufacture and must be of at least 51% U.S. componentry. The source of the motor vehicles, and the nationality of the supplier of the vehicles, must be in accordance with Section 1G.2. above. Motor vehicles are defined as self-propelled vehicles with passenger carriage capacity, such as highway trucks, passenger cars and busses, motorcycles, scooters, motorized bicycles, and utility vehicles. Excluded from this definition are industrial vehicles for materials handling and earthmoving, such as lift trucks, tractors, graders, scrapers, and off-the-highway trucks.

### 1I.5.(c) Pharmaceuticals

Pharmaceuticals may be purchased provided that all of the following conditions are met: (1) the pharmaceuticals must be safe and efficacious; (2) the pharmaceuticals must be of U.S. source and origin (see Section 1G. above); (3) the pharmaceuticals must be of at least 51% U.S. componentry (see Section 1G. above); (4) the pharmaceuticals must be purchased from a supplier whose nationality is in the U.S. (see Section 1G. above); (5) the pharmaceuticals must be in compliance with U.S. Food and Drug Administration (FDA) (or other controlling U.S. authority) regulations governing United States interstate shipment of pharmaceuticals; (6) the manufacturer of the pharmaceuticals must not infringe on U.S. patents; and (7) the pharmaceuticals must be competitively procured in accordance with the procurement policies and procedures of the Grantee and the Standard Provision of this Grant entitled "Procurement of Goods and Services."

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**1I.5.(d) Pesticides**

Pesticides may only be purchased if the purchase and/or use of such pesticides is for research or limited field evaluation by or under the supervision of project personnel. Pesticides are defined as substances or mixtures of substances: intended for preventing, destroying, repelling, or mitigating any unwanted insects, rodents, nematodes, fungi, weeds, and other forms of plant or animal life or viruses, bacteria, or other micro-organisms (except viruses, bacteria, or other micro-organisms on or living in man or other living animals); or intended for use as a plant regulator, defoliant, or dessicant.

**1I.5.(e) Rubber Compounding Chemicals and Plasticizers**

Rubber compounding chemicals and plasticizers may only be purchased with the prior written approval of the Grant Officer.

**1I.5.(f) Used Equipment**

Used equipment may only be purchased with the prior written approval of the Grant Officer.

**1I.5.(g) Fertilizer**

Fertilizer may be purchased if it is either purchased in the U.S. and used in the U.S., or if it is purchased in the cooperating country with local currency for use in the cooperating country. Any fertilizer purchases which do not comply with these limitations must be approved in advance by the Grant Officer.

**1I.6. Limitation on Use of Funds**

**1I.6.(a)** The Grantee shall not utilize funds provided by A.I.D. for any testing or breeding feasibility study, variety improvement or introduction, consultancy, publication, conference or training in connection with the growth or production in countries other than the United States of an agricultural commodity for export which would compete with a similar commodity grown or produced in the United States.

**1I.6.(b)** The reports described in Section 1E.2. shall contain a statement indicating the projects or activities to which United States funds have been attributed, together with a brief description of the activities adequate to show that United States funds have not been used for the purpose in Section 1I.6.(a) above.

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1I.6.(c) The Grantee agrees to refund to A.I.D. upon request an amount equal to any United States funds used for the purposes prohibited by Section 1I.6.(a) above.

1I.6.(d) No funds provided by A.I.D. under this Grant shall be used to provide assistance, either directly or indirectly, to any country ineligible to receive assistance pursuant to the Foreign Assistance Act as amended, related appropriations acts, or other statutes and Executive Orders of the United States (also see the Standard Provision of this Grant entitled "Ineligible Countries").

1J. RESOLUTION OF CONFLICTS

Conflicts between any of the Attachments of this Grant shall be resolved by applying the following descending order of precedence:

- Attachment 1 - Schedule
- Attachment 3 - Standard Provisions
- Attachment 2 - Program Description

1K. STANDARD PROVISIONS

The Standard Provisions set forth as Attachment 3 of this Grant consist of the following Standard Provisions denoted by an "X" which are attached hereto and made a part of this Grant:

1K.1. Mandatory Standard Provisions For U.S., Nongovernmental Grantees

- ( X ) Allowable Costs (November 1985)
- ( X ) Accounting, Audit, and Records (September 1990)
- ( X ) Refunds (September 1990)
- ( X ) Revision of Grant Budget (November 1985)
- ( X ) Termination and Suspension (May 1986)
- ( X ) Disputes (November 1989)
- ( X ) Ineligible Countries (May 1986)
- ( X ) Debarment, Suspension, and Other Responsibility Matters (March 1989)
- ( X ) Nondiscrimination (May 1986)
- ( X ) U.S. Officials Not to Benefit (November 1985)
- ( X ) Nonliability (November 1985)
- ( X ) Amendment (November 1985)
- ( X ) Notices (November 1985)

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**1K.2.**     Additional Standard Provisions For U.S., Nongovernmental Grantees

- ( X )     Payment - Letter of Credit (November 1985)
- (    )     Payment - Periodic Advance (January 1988)
- (    )     Payment - Cost Reimbursement (November 1985)
- ( X )     Air Travel and Transportation (November 1985)
- ( X )     Ocean Shipment of Goods (May 1986)
- ( X )     Procurement of Goods and Services (November 1985)
- ( X )     AID Eligibility Rules for Goods and Services (November 1985)
- (    )     Subagreements (November 1985)
- ( X )     Local Cost Financing (November 1988)
- (    )     Patent Rights (November 1985)
- ( X )     Publications (November 1985)
- (    )     Negotiated Indirect Cost Rates - Predetermined (May 1986)
- ( X )     Negotiated Indirect Cost Rates - Provisional (May 1986)
- ( X )     Regulations Governing Employees (November 1985)
- (    )     Participant Training (May 1986)
- (    )     Voluntary Population Planning (August 1986)
- (    )     Protection of the Individual as a Research Subject (November 1985)
- (    )     Care of Laboratory Animals (November 1985)
- (    )     Government Furnished Excess Personal Property (November 1985)
- ( X )     Title To and Use of Property (Grantee Title) (November 1985)
- (    )     Title To and Care of Property (U.S. Government Title) (November 1985)
- (    )     Title To and Care of Property (Cooperating Country Title) (November 1985)
- (    )     Cost Sharing (Matching) (November 1985)
- (    )     Use of Pouch Facilities (November 1985)
- ( X )     Conversion of United States Dollars to Local Currency (November 1985)

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ATTACHMENT 2

PROGRAM DESCRIPTION

The Grantee's proposal entitled "Northern Somalia Inter-Agency Logistics Support Project" is attached hereto as the Program Description (Attachment 2) and is made a part of this Grant.

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PROJECT DESCRIPTION

BACKGROUND

Civil strife in northern Somalia from 1988 until the overthrow of Siad Barre in January 1991 devastated much of the northern region. As a result, the humanitarian needs of northern Somalia are substantial. Large numbers of the settled population, the displaced, and the returned refugees are in need of humanitarian assistance. International humanitarian relief and development agencies are working to address these needs, however the absence of a functioning government, the unstable security situation, and the lack of infrastructure, restrict their capacity to do so. There are presently 23 agencies, with between 85 and 100 international personnel, working in northern Somalia. However, only two charter aircraft are currently flying in northern Somalia (ICRC and UNHCR). Since February 1993, when the UNDP charter aircraft ceased operating, the need for support charter aircraft has become critical.

OBJECTIVES

To support the activities of all humanitarian organizations working in northern Somalia by providing a charter aircraft for the transport of personnel and supplies.

SCOPE OF WORK

CARE will contract the services of an aircraft to provide personnel and cargo transport services free of charge to all UN agencies and international NGOs working in the northwestern and northeastern regions of Somalia. The service will provide 150 block hours per month flying time. The aircraft will also be designated for emergency evacuations of relief personnel working in northern Somalia.

SPECIAL PROVISIONS

Due to the emergency nature of the program and the need to respond quickly to changing circumstance, 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.

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REPORTS REQUIRED  
Financial Reports

The original and two copies of all financial reports shall be submitted to A.I.D., Office of Financial Management (FM/CMPD/DCB), Room 700, SA-2, Washington, D.C. 20523-0008. One copy should be addressed to the Project Officer (Valerie Newsom) and another to Amanda Downing, Operations Support Division, for the official grant file.

GRANT PERFORMANCE REPORTING

The grantee shall submit a mid-term and a final report. The reports should document the number of passengers and their organization affiliation (NGO, U.N. Agency, other) provided transportation under the grant. CARE should also report any significant problems or events encountered during the grant period that impacted on their ability to implement the project activity envisioned. Corrective measures taken by the grantee should also be explained. Explanation of actual unit costs versus budgeted costs should also be submitted to OFDA. The final report shall be received by CFDA no later than 60 days after termination of the project.

PERIOD OF ACTIVITY

The period of activity for this grant will be from May 1, 1993 until October 31, 1993.

BUDGET

The revised and amended OFDA-approved budget for this CARE project is attached.

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## ATTACHMENT 2

## BUDGET

Personnel:	
Project Administrator (3 months)	\$ 4,500
Driver (3 months)	1,800
Director of Operations (3 months @ 30%)	<u>8,046</u>
Total Personnel	14,346
Transportation:	
Vehicle Rental (3 months @ \$4,200)	
Fuel	12,600
Vehicle Maintenance	300
Total Transportation	<u>450</u>
	13,350
Aircraft Expenses:	
Block Hours	
Fuel	308,241
Night Parking	27,338
Navigation Fees	504
Landing Fees	1,890
Night Landing	5,418
Total Aircraft Expenses	<u>924</u>
	344,315
Supplies/Printing	
Communications Equipment	1,275
Indirect Costs	18,375
	<u>29,766</u>
Total	\$421,427

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# CARE

# INTERNATIONAL IN SOMALIA

K.5  
Medina  
Mogadishu Satcom Telephone: 873 - 151 - 5213

FAX MESSAGE

*Care/Caravan*

28/04/93  
Nairobi

TO: Ms. Jan Cowfey  
USAID/DART fax no. 213 552

FROM: Jim Stearns  
CARE/Somalia fax no. 718 406

SUBJ: Budget for Aircraft Lease

REF: Yr. discussion with Earl Goodyear

NO.OF PAGES INCLUDING THIS PAGE: 2

Dear Jan,

Please find attached an ammended budget for the N. Somalia Inter - Agency Logistics Support Project.

Should there be any further queries, please do not hesitate to contact me.

Thank you and best regards.

Sincerely,  
*Jim Stearns*  
Jim Stearns

cc:102  
1507

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**CARE International in Somalia**  
Budget for Aircraft Lease

SL	Item Description	Unit per Month	Unit Cost	Budget 6 Months	ODA	OFDA	TOTAL
I.	<b>Administrative Expenses</b>						
	1. Project Administrator	1	1,500	9,000	4,500	4,500	9,000
	2. Project Admin. Assistant	1	1,525	9,150	9,150	0	9,150
	3. Project Secretary	1	1,135	8,810	8,810	0	8,810
	4. Project Driver	1	600	3,600	1,800	1,800	3,600
	5. Director of Operations (30%)	1	2,682	16,092	8,048	8,048	16,092
	6. Admin/Fin. Coordinator	1	5,187	31,122	31,122	0	31,122
	7. Office rent, water, elec, telephone	1	3,800	22,800	22,800	0	22,800
				0	0	0	0
	<b>Sub Total Administrative Expenses</b>			<b>98,574</b>	<b>84,228</b>	<b>14,348</b>	<b>98,574</b>
II.	<b>Vehicle Fuel</b>						
	1. Vehicle Fuel	1	100	600	300	300	600
	2. Vehicle Maintenance	1	100	600	300	300	600
	3. Vehicle hire	1	4200	25,200	12,600	12,600	25,200
	4. Other unforeseen	1	50	300	150	150	300
	<b>Sub Total Vehicle Fuel</b>			<b>26,700</b>	<b>13,350</b>	<b>13,350</b>	<b>26,700</b>
III.	<b>Aircraft Expenses</b>						
	1. Block Hours - 150 hrs/month	1	89100	534,600	228,358	308,241	534,600
	2. Fuel - 45 gals/hr for 150 hrs/month	6750	1.35	54,875	27,338	27,338	54,875
	3. Night Parking - \$0.14/ml/hr for 10 hrs/day	30	5.6	1,008	504	504	1,008
	4. Navigation Fees - \$3.5/hr x 8 hrs x 30 days	30	21	3,780	1,890	1,890	3,780
	5. Landing Fees \$ 15.05 x 4 landings/days	120	15.05	10,836	5,418	5,418	10,836
	6. Night Landing - \$ 30.80 x 10 landings	10	30.8	1,848	924	924	1,848
	<b>Sub Total Aircraft Expenses</b>			<b>608,747</b>	<b>282,433</b>	<b>344,315</b>	<b>608,747</b>
IV.	<b>Miscellaneous Expenses</b>						
	1. Stationary and Supplies	1	300	1,800	900	900	1,800
	2. Printing Charges		750	750	375	375	750
	3. Contingency	1	2000	12,000	12,000	0	12,000
	<b>Sub Total Miscellaneous Expenses</b>			<b>14,550</b>	<b>13,275</b>	<b>1,275</b>	<b>14,550</b>
V.	<b>Communication Equipment</b>						
	1. Radio Equip - DIB/HAR/BOS - 3 units	3	9000	27,000	13,500	13,500	27,000
	2. Hand held radios	6	1000	6,000	3,000	3,000	6,000
	3. Installation Charges	3	750	2,250	1,125	1,125	2,250
	4. Other incidentals	3	500	1,500	750	750	1,500
	<b>Sub Total Communication Equipment</b>			<b>38,750</b>	<b>18,375</b>	<b>18,375</b>	<b>36,750</b>
	<b>Sub Total Project Cost</b>			<b>783,321</b>	<b>391,661</b>	<b>391,661</b>	<b>783,321</b>
	<b>Indirect Cost Recovery 7.6%</b>			<b>59,532</b>	<b>29,768</b>	<b>29,768</b>	<b>59,532</b>
	<b>Grand total</b>			<b>842,853</b>	<b>421,427</b>	<b>421,427</b>	<b>842,853</b>

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# INTERNATIONAL IN SOMALIA

K.5  
Medina  
Mogadishu Satcom Telephone: 873 - 151 - 5213

March 19, 1993

Mr. William Garvelink  
Disaster Assistance Response Team  
USAID  
Nairobi

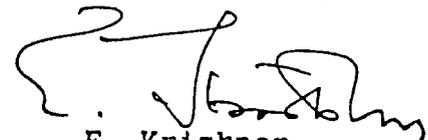
Subject: Northern Somalia Inter-Agency Logistics Support  
Project Proposal

Dear Bill:

Attached with this letter is CARE's proposal for funding the continuation of a charter aircraft to support the activities of humanitarian relief agencies working in the northwest and northeast regions of Somalia. A budget, detailing operational costs for both a three month and a six month operation, has been prepared for your review and funding consideration. CARE is amenable to undertake this operation immediately upon confirmation of funding approval.

Please contact Earl Goodyear, CARE Somalia Program Director, should you have any questions as I shall be travelling to London on Sunday for a week long conference.

With best regards,



E. Krishnan  
Country Director

Enc.  
cc: Jan Westcott, USAID  
Steve Mills, AVIOR

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120 block hours per month and yet was forced to turn down 30% of utilization requests monthly.

Within the 23 UN and international NGO agencies, there are an estimated 85 expatriate programme personnel authorized to use these aircraft. This figure goes well over 100 when agencies' national programme staff, Nairobi and Mogadishu headquarters staff and visitors from bi-lateral and multi-lateral agencies are taken into consideration.

**PROBLEM STATEMENT:**

The UNDP contract for their aircraft expired with effect from the beginning of February 1993. This has caused a severe reduction in transport capacity available to humanitarian agencies operating in Northern Somalia.

**PROJECT OBJECTIVE:**

To address this problem, CARE proposes to contract the services of a similar aircraft to provide personnel and cargo transport services free of charge to humanitarian agencies operating in Northern Somalia. It is envisaged that provision of 150 block hours per month for a period of 3 months would adequately satisfy the demand for these services. In order to meet this objective, this proposal is being submitted to the EC, USAID/OFDA, and ODA.

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**PROJECT ACTIVITY:**

1. Establish contractual relationship with an agency capable of supplying an aircraft to meet the stated needs.
2. Consult with the concerned agencies to ascertain their transport needs in order to set a suitable flight schedule.
3. Ensure all legal and bureaucratic requirements of the concerned government and international flight control agencies are satisfied so that the planned activity can continue without interruptions.
4. Provide administrative support to the contracting agency for the processing of any fees or charges connected with their Djibouti base operations as may be applicable.

5. Monitor the performance of the contracting agency and serve as a liaison between them and humanitarian agencies who use the service.
6. Provide periodic narrative and financial reports to the donor on project activity.

REPORTING:

CARE undertakes to provide the donor with monthly reports regarding flight operations including information on hours flown, passengers and cargo carried, problems encountered and resolutions effected. Along with this report, a detail of financial expenditures will be attached.

PROJECT MANAGEMENT STRUCTURE:

The project will be managed by a local hire staff person who will be supervised by the CARE Administration and Finance Officer. The manager will be responsible for the administrative and logistical support requirements of the contracting agency in Djibouti as well as operational and financial reporting to the donor agency. Communications between Djibouti base and the field bases of Hargeisa and Bosaso will be done by means of HF radios with telex over radio (TOR) capability. This is vital to the project manager so that rapid responses can be given to requests for flight information and especially medical or security related emergencies. Local airport to base communications in Hargeisa and Djibouti will be done by means of hand held radios. A description of job activities is attached.

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## JOB DESCRIPTION

PROJECT: Northern Somalia Inter-Agency Logistics Support Project

TITLE: Project Manager

REPORTS TO: CARE Somalia in Djibouti Admin/Finance Officer

### ACTIVITIES:

1. Consult with the concerned agencies to ascertain their transport needs in order to set a suitable flight schedule.
2. Ensure all legal and bureaucratic requirements of the concerned government and international flight control agencies are satisfied so that the planned activity can continue without interruptions.
3. Provide administrative support to the contracting agency for the processing of any fees or charges connected with their Djibouti base operations as may be applicable.
4. Monitor the performance of the contracting agency and serve as a liaison between them and humanitarian agencies who use the service.
5. Provide periodic narrative and financial reports to the donor on project activity.
6. Carry out any other project duties as may be assigned by the supervisor from time to time.

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R.	ITEM DESCRIPTION	UNIT PER MON	RATE	BUDGET FOR MONTHS	TOTAL FOR CATEGORY	BUDGET FOR MONTHS	TOTAL FOR CATEGORY
I	<b>ADMINISTRATIVE EXPENSES :</b>						
	1. Project Administrator	1	1,500	4,500		9,000	
	2. Project Adm'n. Assistant	1	1,525	4,575		9,150	
	3. Project Secretary	1	1,135	3,405		6,810	
	4. Project Driver	1	600	1,800		3,600	
	5. Director of Operations - 30%	1	2,682	8,046		16,092	
	6. Admin/Fin. Coordinator	1	5,187	15,561		31,122	
	7. Office rent, water elec., telep.	1	3,800	11,400		22,800	
				0			
				0			
					49,287		88,574
II	<b>VEHICLE EXPENSES :</b>						
	1. Vehicle fuel	1	100	300		600	
	2. Vehicle maintenance	1	100	300		600	
	3. Vehicle rental	1	4,200	12,600		25,200	
	4. Other unforeseen	1	50	150		300	
					13,350		26,700
III	<b>AIRCRAFT LEASE EXPENSES :</b>						
	1. Block hours - 150 hrs/month	1	89,100	267,300		534,600	
	2. Fuel - 45 gals/hr for 150 hrs/month	6,750	1.35	27,338		54,675	
	3. Night parking - \$ 0.14/ml/hr for 10 hrs /day	30	5.60	504		1,008	
	4. Navigation fees - \$ 3.5/hr X 6 hrs X 30 days	30	21.00	1,890		3,780	
	5. Landing fees - \$ 15.05 X 4 landings/day	120	15.05	5,418		10,836	
	6. Night landing - \$ 30.80 X 10 landings	10	30.80	924		1,848	
					303,374		606,747
IV	<b>MISCELLANEOUS EXPENSES :</b>						
	1. Stationery & Supplies	1	300	900		1,800	
	2. Printing charges		750	500		750	
	3. Contingency	1	2,000	6,000		12,000	
					7,400		14,550
V	<b>COMMUNICATION EQUIPMENT :</b>						
	1. Radio Equip. - DJIB/HAR/BOS - 3 units	3	9,000	27,000		27,000	
	2. Hand held radios	6	1,000	6,000		6,000	
	3. Install. chgs. etc.	3	750	2,250		2,250	
	4. Other incidentals	3	500	1,500		1,500	
					36,750		36,750
	<b>BUB - TOTAL</b>				410,161		783,321
VII	ADD: I.C.R. - 7.6%				31,172		59,532
	<b>GRAND TOTAL</b>				441,333		842,853

(BUB-UNIT WKT)

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ACTION  
COPY

UNCLASSIFIED  
AGENCY FOR INT'L DEV.  
TELECOMMUNICATIONS CENTER

INCOMING  
TELEGRAM

*Act: VN/TSP/1-93*

PAGE 01                    NAIROB 23200 261316Z                    3589 022255 AID9764  
ACTION AID-00

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ACTION OFFICE OFDA-01  
INFO AFEA-04 AFPE-02 GC-01 GCAF-01 PVC-02 FHAA-01 DRCO-01  
SEOP-01 GEO-01 SERP-01 SECS-02 AMAD-01 LAV-01 PPDC-01  
/021 A0                    26/1320Z  
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INFO LOG-00 AF-00 FDRE-01 /003W  
-----FDA842 261317Z /38

P 261314Z OCT 93  
FM AMEMBASSY NAIROBI  
TO SECSTATE WASHDC PRIORITY 3492  
INFO USLO MOGADISHU

UNCLAS NAIROBI 23200

AIDAC

FOR FHA/OFDA (NEWSOM), AFR/EA (GOLD)

E.O. 12356: N/A  
SUBJECT: CARE NO-COST EXTENSION

1. USAID/SOMALIA MISSION SUPPORTS REQUEST FROM CARE FOR A TWO-MONTH NO-COST EXTENSION OF GRANT NO. 968-1032-G-00-3500 TO SUPPORT A CARAVAN AIRCRAFT BASED IN DJIBOUTI SERVICING ALL NGOS OPERATING IN NORTHWEST AND NORTHEAST SOMALIA. CURRENT PACD IS 10/31/93. CARE REQUESTS NO-COST EXTENSION TO CHANGE PACD TO DECEMBER 31, 1993.

2. PIPELINE BUDGET ANALYSIS ATTACHED TO CARE'S REQUEST INDICATES THAT AN ESTIMATED UNSPENT BALANCE OF USD 120,368 WILL REMAIN AS OF 10/31/93. PRIMARY REASON FOR UNSPENT BALANCE IS DUE TO LOWER ACTUAL NUMBER OF FLYING

HOURS THAN ORIGINALLY ANTICIPATED. NOTE THAT CARE'S CARAVAN SERVICE IS CURRENTLY BEING CO-FINANCED BY USAID/OFDA AND THE BRITISH OVERSEAS DEVELOPMENT AGENCY (ODA). CARE HAS RECEIVED APPROVAL FROM ODA FOR THE NO-COST EXTENSION UNTIL DECEMBER 31, 1993. AS OF JANUARY 1, 1994, CARE IS HOPING TO RECEIVE FUNDING FOR ONGOING SUPPORT OF THE CARAVAN AIRCRAFT FROM THE EUROPEAN COMMUNITY HUMANITARIAN OFFICE (ECHO).

3. MISSION REQUESTS THAT OFDA/W PROCESS NO-COST EXTENSION AMENDMENT BY 10/31/93 IN ORDER TO AVOID ANY INTERRUPTION IN THIS CRITICAL AIRCRAFT SERVICE UPON WHICH MOST NGOS OPERATING IN NORTHERN SOMALIA RELY. MOGADISHU MINIMIZE CONSIDERED. BRAZEL

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