



UNITED STATES OF AMERICA
AGENCY FOR INTERNATIONAL DEVELOPMENT
U.S.A.I.D. MISSION TO KENYA
OFFICE OF THE DIRECTOR

46913

US AID MISSION TO KENYA
BOX 202
APO NEW YORK, NEW YORK 09675

21 SEP 1995

Dr. Nick Gatheru Wanjohi
Agency for Development Education
and Communication (ADEC)
P.O. Box 44879
Nairobi

Subject: Grant No. 698-0541.15-G-00-5285

Dear Dr. Wanjohi:

Pursuant to the Foreign Assistance Act of 1961, as amended, and in accordance with the Standard Provisions of this Agreement (Attachment 3), the Government of the United States of America, acting through the Agency for International Development (hereinafter referred to as "USAID" or "Grantor") agrees to grant Agency for Development Education and Communication (ADEC) (hereinafter referred to as "ADEC" or "Grantee") under the terms of this Agreement an amount not to exceed Twenty-three Thousand United States Dollars (US\$23,000) to meet the cost of providing support for a civic awareness program over a twelve month period as described in Attachment 2, entitled "Project Description".

The effective date of the Grant is the date of signature set forth above and will cover expenditures for approximately 12 months. The estimated completion date of this Grant is September 30, 1996.

This Agreement consists of this cover letter and Attachment 1, Terms and Conditions; Attachment 2, Project Description; Attachment 3, Standard Provisions for Special Assistance (Section 116(e) Grant); Attachment 4, Cash Advance Guidance; and Attachment 5, USAID Geographic Codes.

Please sign the original and each copy of this letter to acknowledge your receipt of the Grant, and return the original and all but one copy to USAID/Kenya, Office of Projects, P.O. Box 30261, Kenya.

Sincerely,



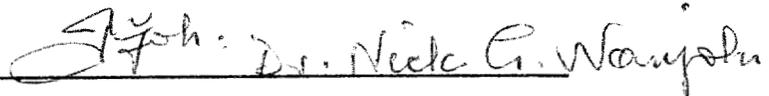
George Jones, Ph.D
Mission Director

Attachments:

1. Terms and Conditions
2. Project Description
3. Standard Provisions
4. Cash Advance Guidance
5. List of USAID Geographic Codes

ACKNOWLEDGED:

ECWD

BY: 

TITLE: Chairman, ADEC

TERMS AND CONDITIONSA. Purpose of Grant

The purpose of this Grant to the Agency for Development Education and Communication (ADEC) is to provide support for a civic awareness program as more specifically described in Attachment 2 to this Grant entitled "Project Description."

B. Period of Grant

1. The effective date of this Grant is the date of signature and will cover expenditures for approximately 12 months. The estimated completion date of this Grant is September 30, 1996.

2. Funds obligated hereunder are available for project expenditures for the estimated period September 19, 1995 to September 30, 1996 as shown in the Grant budget below.

C. Amount of Grant and Payment

1. AID hereby obligates the amount of \$23,000 for purposes of this Grant.

2. Payment shall be made to the Grantee in accordance with procedures set forth in Attachment IV, entitled "Cash Advance Guidance."

D. Financial Plan

The Grant budget is set forth below.

BUDGET

ESTIMATED GRANT BUDGET

From September 19, 1995 to September 30, 1996

<u>Cost Element</u>	<u>USAID Contribution</u>
Consultancies	12,000
Seminar Costs	6,000
Report Production	2,000
Administration/ Office Supplies	2,000
Transport Cost	1,000
 Total	 23,000

Assume an exchange rate of KShs 50 = \$1.00

Note: (1) ADEC contribution will be "in kind". (2) No payment shall be made to the Grantee before a Management Assessment is carried out by USAID/Kenya.

E. Reporting and Evaluation

- 1) Within 60 days after the signature of this Grant, the Grantee shall submit a summary report that highlights the progress being made on the implementation of this project.
- 2) During project implementation, Grantee shall immediately notify USAID/Kenya in writing of any problems encountered which materially affect successful conclusion of the project.
- 3) Within 30 days after the completion of the project, a final report shall be sent to USAID/Kenya.

F. Financial Reporting:

Financial reporting by the Grantee will be in accordance with the procedures set forth in Attachment IV, entitled "Cash Advance Guidance." All financial reports shall be submitted to the Office of the Controller, USAID/Kenya, P.O. Box 30261, Nairobi, Kenya.

The Grantee agrees to consult with the USAID/Kenya Controller concerning further details for submitting all financial reports and estimates.

G. Title to Property

Title to all property purchased with Grant funds shall rest with the Grantee during the Grant period, subject to Attachment 3, Standard Provisions, Section C.

H. Special Provisions

The Grantee acknowledges and agrees that no other indirect costs associated with this project shall be funded by any other USAID assistance.

I. Authorized Geographic Code

The authorized Geographic Code for procurement of goods and services under this grant is USAID Geographic Code 935 (Special Free World), as described in Attachment 5 of this Grant.

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PROJECT DESCRIPTIONIntroduction

Agency for Development Education and Communication (ADEC) is a non-profit making organization registered as a company limited by guarantee. Its members have provided support to organizations such as NCKK, Catholic Secretariat, Kenya Small-Scale Farmers Association and Democratic Foundation of Kenya aimed at strengthening the capacity of these NGOs in order to make more effective their democratization and human rights programs. ADEC submitted an unsolicited proposal to USAID/Kenya requesting financial support to expand its programs to benefit more NGOs.

Project Purpose

To support civic education programs carried out by ten (10) local NGOs in Kenya.

The Project

To achieve the above purpose, the project will finance training sessions/seminars for leaders and staff of 10 NGOs involved in civic education programs in Kenya. The objective of the seminars is to review the relevance or irrelevance of each organization's democratic programs and assess their impact and find ways to make them more effective. For each organization, ADEC will provide technical assistance to:

1. Review existing content;
2. Develop new content and approaches where necessary in order to strengthen and make more effective the democratization and human rights programs of these NGOs;

The training sessions will result in a publication/report on approaches/strategies for organizing civic education programs in Kenya.

Funding

The grant will be for a period of one year. USAID's contribution is \$23,000, which will fund local costs including consultancies, seminar cost, report production, office supplies and transport cost.

All grant funds are expected to be expended during the life of the project.

Note: A more complete project description is contained in the project proposal submitted by Civic Resource and Information Center, available in the Office of Projects, USAID/Kenya. However, if provisions of the grant document conflict with those in the proposal (with revisions, if any), the provisions of the Grant shall prevail.

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