

PD-ARBM-141

A.I.D. Project No.: 532-0177

PROJECT GRANT AGREEMENT
Between the
GOVERNMENT OF JAMAICA
and the
UNITED STATES OF AMERICA
FOR
UPLIFTING ADOLESCENTS PROJECT

Date: August 16, 1995
App: 725/ 61021.1
BPC: LDV5-95-25532-KG13
Amount: \$200,234
BPC: LDP5-95-25532-KG13
Amount: \$132,596

FUNDS AVAILABLE	
<i>Christiano</i>	<i>8/23/95</i>
SIGNATURE	DATE

P950049 = 132,596
P950050 = 200,234

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Project Grant Agreement

Between

The Government of Jamaica ("Grantee")

And

The United States of America, acting through the
Agency for International Development ("A.I.D.") as
Grantor

ARTICLE 1: The Agreement

The purpose of this agreement is to set out the understandings of the parties named above ("Parties") with respect to the undertaking by the Grantee of the Project described below, and with respect to the financing of the Project by the Parties.

ARTICLE 2: The Project

Section 2.1.: Definition of Project. The Project, which is further described in Annex 1, will consist of activities to improve the social and job skills of Jamaica's at-risk youth on a sustainable basis so they may become more responsible and productive citizens.

Annex 1, attached, amplifies the above description of the Project. Within the limits of the above definition of the Project, elements of the amplified description stated in Annex 1 may be changed by written agreement of the authorized representatives of the Parties named in Section 8.2, without formal amendment of this Agreement.

Section 2.2.: Incremental Nature of Project.

- (a) A.I.D.'s financial contribution to the Project will be provided in increments, the initial one being made available in accordance with Section 3.1 of this Agreement. Subsequent increments will be subject to availability of funds to A.I.D. for this purpose, and to the mutual agreement of the parties, at the time of a subsequent increment, to proceed.
- (b) Within the overall Project Assistance Completion Date stated in this Agreement, A.I.D., based upon consultation with the Grantee, may specify in Project Implementation Letters appropriate time periods for the utilization of funds provided by A.I.D. under an individual increment of assistance.

ARTICLE 3: Financing

Section 3.1. The Grant. To assist the Grantee to meet the costs of carrying out the Project, A.I.D., pursuant to the Foreign Assistance Act of 1961, as amended, agrees to grant the Grantee under the terms of this Agreement an amount not to exceed Three Hundred Thirty-two Thousand Eight Hundred and Thirty United States ("U.S.") Dollars (\$332,830) ("Grant").

The Grant may be used to finance foreign exchange costs, as defined in Section 6.1, of goods and services required for the Project.

Section 3.2. Grantee Resources for the Project.

- (a) The Grantee agrees to provide or cause to be provided for the Project all funds, in addition to the Grant, and all other resources required to carry out the Project effectively and in a timely manner.
- (b) The resources provided by Grantee and the Jamaican Private Sector for the Project will be not less than the equivalent of U.S. \$2.0 Million including costs borne on an "in-kind" basis.

Section 3.3 Project Assistance Completion Date.

- (a) The "Project Assistance Completion Date" (PACD), which is December 31, 2000, or such other date as the Parties may agree to in writing, is the date by which the Parties estimate that all services financed under the Grant will have been performed and all goods financed under the Grant will have been furnished for the Project as contemplated in this Agreement.
- (b) Except as A.I.D. may otherwise agree in writing, A.I.D. will not issue or approve documentation which would authorize disbursement of the Grant for services performed subsequent to the PACD.
- (c) Requests for disbursement, accompanied by necessary supporting documentation prescribed in Project Implementation Letters are to be received by A.I.D. or any bank described in Section 7.1 no later than nine (9) months following the PACD, or such other period as A.I.D. agrees to in writing. After such period, A.I.D., giving notice in writing to the Grantee, may at any time or times reduce the amount of the Grant by all or any part thereof for which requests for disbursement, accompanied by necessary supporting documentation prescribed in Project Implementation Letters, were not received before the expiration of the said period.

ARTICLE 4: Conditions Precedent to Disbursement

Section 4.1.: First Disbursement. Prior to the first disbursement under the Grant, or to the issuance by A.I.D. of documentation pursuant to which disbursement will be made, the Grantee will, except as the Parties may otherwise agree in writing, furnish to A.I.D. in form and substance satisfactory to A.I.D.:

- (a) A statement of the name of the person holding or acting in the office of the Grantee specified in Section 8.1., and of any additional representatives, together with a specimen signature of each person specified in such statement.

Sections 4.2.: Notification. When A.I.D. has determined that the conditions precedent specified in Section 4.1 has been met, it will promptly notify the Grantee.

Section 4.3.: Terminal Dates for Conditions Precedent.

- (a) If all of the conditions specified in Section 4.1 have not been met within 120 days from the date of this Agreement, or such later date as A.I.D. may agree to in writing, A.I.D., at its option, may terminate this Agreement by written notice to Grantee.

ARTICLE 5: Special Covenants

Section 5.1.: Project Evaluation. The Parties agree to establish an evaluation program as part of the Project. Except as the Parties otherwise agree in writing, the program will include, during the implementation of the Project and at one or more points thereafter:

- (a) evaluation of progress toward attainment of the objectives of the Project;
- (b) identification and evaluation of problem areas of constraints which may inhibit such attainment;
- (c) assessment of how such information may be used to help overcome such problems; and
- (d) evaluation, to the degree feasible, of the overall development impact of the Project.

Section 5.2.: Strategies for Youth. The Grantee agrees that it will maintain a commitment to implementing the strategies to promote, protect and support Jamaica's youth as provided in the December 1994 National Youth Policy, to the extent that its resources permit;

Section 5.3.: Policy Statement. The Grantee agrees to maintain its stated commitment to reducing poverty, institutionalizing family life education and harmonizing the Educational System by

carrying out the provisions of relevant 1994 and 1995 policy statements in those sectors.

Section 5.4.: Joint Coordinating Committee. The Grantee agrees to establish a joint coordinating committee for purposes of providing project oversight and guidance, and that the joint coordinating committee will comprise balanced representation from the public, private commercial, and private non-profit sectors.

ARTICLE 6: Procurement Source

Section 6.1.: Foreign Exchange Costs. Disbursements pursuant to Section 7.1 will be used exclusively to finance the costs of goods and services required for the Project having, with respect to goods, their source and origin, and with respect to services their nationality in the United States (Code 000 of the AID Geographic Code Book as in effect at the time orders are placed or contracts entered into for such goods or services) ("Foreign Exchange Costs"), except as AID may otherwise agree in writing, and except as provided in the Project Grant Standard Provisions Annex, Section C.1(b) with respect to marine insurance. Ocean transportation costs will be financed under the grant only on vessels under flag registry of the United States, except as AID may otherwise agree in writing.

Pursuant to USAID Handbook 1, Supplement B, Section 5D10a(1)(d), the USAID Mission Director has approved a nationality waiver from USAID Geographic Code 000 to Codes 000 and 532 (Jamaica) to permit local procurement of services.

ARTICLE 7: Disbursement

Section 7.1.: Disbursement for Foreign Exchange Costs

- (a) After satisfaction of conditions precedent, the Grantee may obtain disbursements of funds under the Grant for the Foreign Exchange Costs of goods or services required for the Project in accordance with the terms of this Agreement, by such of the following methods as may be mutually agreed upon:
- (1) by submitting to A.I.D., with necessary supporting documentation as prescribed in Project Implementation Letters, (A) requests for reimbursement for such goods or services in Grantee's behalf for the Project; or, (B) requests for A.I.D. to procure commodities or services in Grantee's behalf for the Project; or,
 - (2) by requesting A.I.D. issue Letters of Commitment for specified amounts (A) to one or more U.S. banks, satisfactory to A.I.D., committing A.I.D. to reimburse such bank or banks for payments made by them to contractors or suppliers, under Letters of Credit or otherwise, for such goods or services, or (B) directly to one or more contractors or suppliers, committing A.I.D.

to pay such contractors or suppliers for such goods or services.

- (b) Banking Charges incurred by the Grantee in connection with Letters of Commitment and Letters of Credit will be financed under the Grant unless the Grantee instructs A.I.D. to the contrary. Such other charges as the Parties may agree to may also be financed under the Grant.

Section 7.2.: Other Forms of Disbursement. Disbursements of the Grant may also be made through such other means as the Parties may agree to in writing.

Section 7.3.: Rate of Exchange. If funds provided under the Grant are introduced into Jamaica by A.I.D. or any public or private agency for purposes of carrying out obligations of A.I.D. hereunder, the Grantee will make such arrangements as may be necessary so that such funds may be converted into currency of Jamaica at the highest rate of exchange which, at the time the conversion is made, is not unlawful in Jamaica.

ARTICLE 8: Miscellaneous

Section 8.1.: Communications. Any notice, request, document, or other communication submitted by either Party to the other under this Agreement will be in writing or by telegram or cable, and will be deemed duly given or sent when delivered to such party at the following addresses:

To the Grantee:

Mail Address:

The Ministry of Finance
Ministry of Finance and Planning
30 National Heroes Circle
Kingston 4, Jamaica

To A.I.D.:

Mail Address:

Director
USAID/Jamaica
P.O. Box 541
6B Oxford Road
Kingston 5, Jamaica

All such communications will be in English, unless the Parties otherwise agree in writing. Other addresses may be substituted for the above upon the giving of notice.

Section 8.2.: Representatives. For all purposes relevant to this Agreement, the Grantee will be represented by the individual holding or acting in the office of Minister of Finance and Planning and A.I.D. will be represented by the individual holding or acting

in the office of Mission Director, USAID/Jamaica, each of whom, by written notice, may designate additional representatives for all purposes other than exercising the power under Section 2.1 to revise elements of the amplified description in Annex 1.

The names of the representatives of the Grantee, with specimen signatures, will be provided to A.I.D., which may accept as duly authorized any instrument signed by such representatives in implementation of this Agreement, until receipt of written notice of revocation of their authority.

Section 8.3.: Standard Provisions Annex. A "Project Grant Standard Provisions Annex" (Annex 2) is attached to and forms part of this Agreement.

IN WITNESS WHEREOF, the Grantee and the United States of America, each acting through its duly authorized representative, have caused this Agreement to be signed in their names and delivered as of the day and year first above written.

GOVERNMENT OF JAMAICA

UNITED STATES OF AMERICA



Shirley Tyndall
Financial Secretary
Ministry of Finance



Carole Henderson Tyson
Director
USAID/Jamaica

Date: 12.9.95

Date: 13 Sept. 1995

AMPLIFIED PROJECT DESCRIPTION

UPLIFTING ADOLESCENTS PROJECT

Elements of the Amplified Project Description may be changed by written agreement of the authorized representatives of the parties named in the Project Agreement without formal amendment of the Agreement provided that such changes are within the general scope of the Project as set forth in Section 2.1. of the Agreement.

I. GOAL AND PURPOSE

The goal of this Project is to promote smaller, better educated families, with particular emphasis on the poor. The purpose of the Project is to improve the social and job skills of Jamaica's at-risk youth (ages 10-14) on a sustainable basis so they may become more responsible and productive citizens.

The Uplifting Adolescents Project is a joint effort of the Government of Jamaica, the Jamaican non-governmental organizations and the U.S. Agency for International Development to improve the lives of some of the over 200,000 adolescents in Jamaica who do not have the educational, technical and/or social skills needed to lead productive lives. It is specifically directed to about 11,000 of the estimated 80,000 at risk (marginalized or out-of-school) young people between the ages of 10 and 14 who have the most potential for positive change in their lives before more intractable problems set in.

The Project has several end-of-project indicators that the Project purpose has been achieved:

1. Eight NGOs continue to provide on a sustained basis services to about 3,000 10-14 year old children yearly.

The following indicators are for the adolescents receiving services from the project:

2. Pregnancy rate for 10-18 year olds decreased by 30%.
3. 20% of out-of-school adolescents return to school.
4. School dropout rate for 10-14 year olds reduced by 20%.
5. 40% of those receiving vocational training have jobs within six months after finishing their training.
6. Completion rate for all-age schools and vocational schools and/or programs increased by 30%.

II. PROJECT OUTPUTS

To achieve the project purpose, the project will have three outputs which, as a package, should be of sufficient magnitude and composition to produce the purpose. The three outputs are:

Output #1: NGOs Strengthened: The first step in implementing this project is to provide technical assistance and training to the Jamaican NGOs to enable them: (a) to improve their managerial capabilities; (b) to improve or expand their program capabilities to delivery either the minimum or recommended package of services to adolescents; and (c) to apply for grants to provide the services to adolescents. The indicators that this output has been achieved are as follows:

1. About ten NGOs are delivering the minimum package of services.
2. An additional five NGOs are delivering the recommended package of services.

The project inputs for this output include in-country training, technical (both program and managerial) assistance and observation travel.

Output #2: Programs for Adolescents Designed and Delivered: The heart of the project is the delivery of multi-modal packages of services to approximately 11,000 at risk adolescents. The indicators that this output has been achieved are as follows:

1. Minimum and recommended packages designed or modified, using results from operations research.
2. Packages designed for services for special populations.
3. Tools designed to test self esteem, literacy and learning.
4. Some 9,300 adolescents receive the minimum or recommended packages.
5. Some 1,700 adolescents receive the special populations packages.

The project inputs to be provided to achieve this output include: operations research, and grants for delivery of services.

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Output #3: MEYU Youth Unit Strengthened: The Youth Unit in the Ministry of Education, Youth and Culture (MEYU) is to play an important part in the implementation of this project and will be a center point on behalf of the government for continuing these activities after the project ends. The major indicator that this output has been achieved is the full operation of the National Youth Service under the Youth Unit.

The main inputs to achieve this output include: limited amount of office equipment and participant training in the U.S. for staff members.

III. PROJECT INPUTS

To achieve the above outputs, the USAID grant will finance the following planned package of inputs, which in quantity and quality should be sufficient to realize the outputs.

1. Technical assistance: Three long-term specialists for about 4.5 years each; 32 person months of short term technical assistance.
2. In-country training: About 715 person weeks of training, about one half for NGO organizational and managerial development and one half for NGO technical training. People outside the NGOs might attend some courses when appropriate.
3. Participant training and observation travel: About nine person months of training in the U.S. for staff of the Youth Unit. About fifteen people will travel to the U.S. to observe successful programs for inner-city youth in the U.S.
4. Commodities: Limited amount of office equipment for the Youth Unit.
5. Funds for NGOs minimum and recommended packages of services: Grants to pre-qualified NGOs to provide a multi-modal package of services to selected at risk adolescents (about 10-14 age group).
6. Funds for NGO services to special populations: Grants to pre-qualified NGOs to provide specially designed packages of services to special groups (e.g., pregnant teenagers).
7. Operations Research: About six grants to NGOs and research organizations in Jamaica for operations research to stimulate innovation and more creative service models. Operations research will be structured to assure that hypotheses are explicit and outcomes are measured.

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IV. INTERVENTIONS

Key Implementers: A number of Jamaican NGOs, selected through an open, competitive process, shall deliver a comprehensive package of multi-modal services to at-risk adolescents (Output No. 2). Grants initially will be for a one year period. Assistance will be provided to strengthen those NGOs that do not meet the managerial and technical qualifications for eligibility to receive grants (Output No. 1). A U.S. or Jamaican contractor will provide this technical assistance and training to the NGOs, as well as the administration of the grant funds to be provided to the NGOs to finance the services.

Minimum and Recommended Packages of Services:

The NGOs, with project grant funds and their matching contributions (about 33 percent of activity costs), are to provide a comprehensive multi-modal package of services (minimum or recommended) in three subject areas: (1) personal and family development, (2) reproductive health and (3) literacy/remedial education and vocational/technical training. About 14,000 youth years of services will be provided to about 9,300 adolescents as some adolescents will need more than one year of help.

Not all NGOs will be able to offer a complete package of all services and not all adolescents will need all the services to be offered. The NGO, in registering an adolescent for entry into its program, will make an analysis or diagnosis of the adolescent's needs and tailor or design a program from the menu of available services. The NGO registering the adolescent will be considered the home or parent NGO for that adolescent during their entire stay in the program, both for services provided directly by that NGO and for services provided by other NGOs which are not available from the parent NGO.

Special Populations: In addition to the large number of at-risk adolescents receiving the minimum/recommended package of services, there are special populations that will need special attention; such as pregnant and parenting young women, adolescents with mild-to-moderate learning disorders, reformed substance abusers and others with particular problems that require specialized services. About 1,700 adolescents will receive about 2,500 youth years of special services.

Operations Research: To avoid the risk of the minimum package becoming static, the project will finance operations research to stimulate innovation and more creative service models for use by the NGOs. The research will be conducted by Jamaican NGOs, selected on a limited competition basis, in such subjects as: (1) testing of new methods for delivering the minimum package; (2) how to expand the minimum package to new types of target groups (e.g., incarcerated teens, youth in foster home settings, etc.); and (3) testing innovative interventions with special population groups.

Tracer Studies: The grants to NGOs will include a limited amount of funds for the NGOs to conduct "tracer studies" about what happens to the adolescents after they leave the program. This evaluative research will enable the NGOs and the contractor to learn what works and what does not, and areas in which the programs need changing or fine tuning.

Youth Unit: The key operating unit for many government policies and activities affecting youth is the Youth Unit in the Ministry of Education, Youth and Culture (MEYC). The Youth Unit is important to the overall success of the project as it promotes, implements and coordinates the government's policies and activities for the youth of Jamaica. However, it will not play a direct role in the strengthening of NGOs, making of grants to NGOs, or monitoring the performance of the NGOs. The Youth Unit will participate in the project's joint coordinating committee. To assist in strengthening the Youth Unit to better perform its duties (Output No. 3), the project will provide some participant training in the U.S. for its staff and some office equipment such as computers and printers.

V. PROJECT IMPLEMENTATION PLAN

All USAID project funds will be obligated through this bilateral Project Grant Agreement. The Ministry of Finance shall appoint the head of the Youth Unit as one of the government's authorized representative as specified in Section 8.2 of this Project Grant Agreement. The government, in signing this Project Grant Agreement, agrees that USAID/Jamaica, on its behalf, shall contract directly with a contractor to provide all project inputs, except participant training. The U.S. or Jamaican contractor shall be selected through USAID's open competition process. Participant training will be handled directly by USAID/Jamaica.

Performance of the contractor will be monitored through regular site visits, regular progress reports, and meetings of the joint coordinating committee. Performance of the NGOs will be monitored by the contractor who will report on progress to the joint coordinating committee.

Selected individuals in the Youth Unit may be sent to the United States for short term training under the participant training line item. Selected individuals from participating NGOs, the Youth Unit and other involved organizations may be sent to the United States for short term (about two weeks) observation tours to learn how programs for inner-city youth are carried out in select cities.

A joint coordinating committee, composed of representatives from the Youth Unit, USAID, the contractor, the NGO community, and other organizations (public and private) as appropriate, will be appointed and chaired by the Youth Unit. Its role includes providing general oversight and coordination of project activities.

Evaluations and audits will be arranged by USAID/Jamaica.

VII. RELATIONSHIPS

The Government of Jamaica, as signatory of this agreement, endorses the concepts of this project, including the approach of services being provided by the Jamaican NGOs to the adolescents with USAID financing being channelled through the contractor. The Government, through its authorized representatives and the Youth Unit, shall play an important, although indirect, role in project implementation. The Government will provide duty free privileges for project commodities for the Youth Unit and the contractor and its expatriate personnel working under the project. The government will also provide visas and work permits for expatriate personnel as may be required.

The Youth Unit of the MEYC shall be the project's contact point for government's policies and coordination. As an authorized representative and chairman of the joint coordinating committee, the head of the Youth Unit shall be the main spokesman for the government. The Youth Unit will arrange for duty free privileges, permits and visas that might be needed.

The Joint Coordinating Committee, chaired by the Youth Unit, shall meet regularly to provide the project with general oversight, monitoring, and coordinating support.

Jamaican NGOs shall be the deliverers of the packages of services to the target adolescent group, shall participate in the joint coordinating committee, may conduct operations research under special grants from the project, and carry out tracer studies of its clients to gain information about the impact of its programs.

The Contractor shall work directly for USAID/Jamaica, but take general guidance from the Youth Unit and the joint coordinating committee. The contractor should maintain contact with other projects and programs that are related to or may have an impact on this project. Its quarterly progress reports will be sent to USAID/Jamaica and the Youth Unit.

USAID/Jamaica shall maintain close relationships with the Government, and especially with the Youth Unit as well as its joint coordinating committee, during project implementation. USAID/Jamaica shall contract with an organization to provide project inputs, shall arrange participant training for the Youth Unit personnel directly, and shall contract directly for evaluations and audits.

VIII. FINANCIAL PLAN

The estimated cost of the project over a five-year period is US\$7,500,000. Of this amount, the Jamaican dollar equivalent of US\$2,000,000 will be contributed by the Grantee and the NGOs and a planned US\$5,500,000 may be provided by the grant from USAID. The initial amount of US\$332,830 was obligated in Section 3.1 of this Project Agreement. USAID plans to provide an additional US\$5,167,170 in future years subject to the availability of funds and the mutual agreement of the parties, at that time, to proceed.

The Jamaican matching contributions of US\$2,000,000 toward the costs of this project consist of the following:

Government of Jamaica:

For participant training line item, an estimated \$20,000 is for airfare and salaries of Youth Unit personnel during training.

For Youth Unit Complementary Operations line item, an estimated \$690,000 represents about five percent of the Youth Unit's annual budget as some of its operations complements the Uplifting Adolescents Project and therefore represents a government's contribution.

For commodities line item, the cost of supplies and maintenance to be provided by the government for the office equipment to be bought by the grant is estimated at \$30,000 over the life of the project.

NGOs:

For the in-country training line item, the salaries, travel costs, etc. of \$120,000 is for their staff attending the training courses.

For the minimum/recommended packages of services line item, the \$850,000 represents a matching contribution in cash or in-kind of about 33 percent of the cost of individual grants.

For the special populations packages of services line item, the \$200,000 represents a matching contribution in cash or in-kind of about 25 percent of the cost of individual grants.

For the operations research line item, the \$90,000 represents a matching contribution in cash or in-kind of about 23 percent of the cost of individual research grants.

The Summary Cost Estimate and Financial Plan for the project is presented in the attached Table I. The Illustrative Budget for USAID Funds, Table II, shows the current and future expected obligations of USAID funds by budget line items.