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

UNITED STATES POSTAL ADDRESS

US AID MISSION TO KENYA
UNIT 64102
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INTERNATIONAL POSTAL ADDRESS

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29 SEP 1997

Mr. John Munuve
Chief Executive Officer
The National Council of NGOs
P. O. Box 48278
Nairobi

Subject: Award No. 615-0266-G-00-7044

Dear Mr. Munuve:

Pursuant to the authority contained in the Foreign Assistance Act of 1961, as amended, the U.S. Agency for International Development (hereinafter referred to as "USAID" or "Grantor") hereby grants to the The National Council of NGOs (herein after referred to as NCNGO or "Recipient"), the sum of \$35,800.00 in support of Social Development Network ("SODNET") for a program entitled "Pre-Maputo Workshop on Corruption and Consolidation of Democracy", as described in the Schedule of this award and the Attachment 2, entitled "Program Description."

This award is effective and obligation is made as of the date of this letter and shall apply to commitments made by the Recipient in furtherance of program objectives during the period beginning with the effective date and ending September 30, 1998. USAID shall not be liable for reimbursing the Recipient for any costs in excess of the obligated amount.

This award is made to NCNGO, on condition that the funds will be administered in accordance with the terms and conditions as set forth in Attachment 1, entitled "Schedule"; Attachment 2, entitled "Program Description"; and Attachment 3 entitled "Standard Provisions which have been agreed to by your organization."

Please sign the original and each copy of this letter to acknowledge your receipt of this award, and return the original and all but one copy to the Grant Officer.

Sincerely,



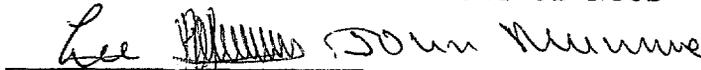
Lee Ann Ross
Grant Officer

Attachments:

1. Schedule
2. Program Description
3. ~~Standard Provisions~~
4. ~~Standards for USAID Funded Communications Projects~~

ACKNOWLEDGED: The National Council of NGOs

BY:



Title:

CEO.

Date:

1-10-1997.



ACCOUNTING AND APPROPRIATION DATA

A. GENERAL

1. Total Estimated Amount: \$35,800.00
2. Total Program Amount: \$50,800.00
3. Total Obligated Amount: \$35,800.00
4. Cost-Sharing Percentage
(Non-Federal): 30%
5. Project No.: 615-0266
6. USAID Project Office: OSPP
P. O. Box 30261
Nairobi
7. Tax I.D. Number:
8. CEC No.:
9. LOC Number:

B. SPECIFIC

1. PIO/T Number: 615-0266-3-70043
2. Appropriation: 727/81021
3. Allotment: V271079
4. BPC: GDV7-97-21615-KG13
5. PIO/T Obl. Amount: \$35,800

| |
|---------------------|
| Funds Available |
| CONT/KENYA |
| Initials <u>NS</u> |
| Date <u>9/26/97</u> |

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ATTACHMENT 1

SCHEDULE

1.1 PURPOSE OF AGREEMENT

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

1.2 PERIOD OF AGREEMENT

The effective date of this Agreement is the date of the Cover Letter and the estimated completion date is September 30, 1998.

1.3 AMOUNT OF AWARD AND PAYMENT

- (a) USAID hereby obligates the amount of \$35,800.00 for the purposes of this Award.
- (b) Payment shall be made to the Recipient in accordance with procedures set forth in the Standard Provision of this Award entitled Payment - Periodic Advance as shown in Attachment 3.

1.4 AWARD BUDGET

The following is the Award Budget, including local cost financing items, if authorized. Revisions to this budget shall be made in accordance with the Standard Provision of the Award entitled "Revision of Grant Budget".

ESTIMATED GRANT BUDGET

| Cost Element | USAID US\$ | Counterpart US\$ | Total US\$ |
|-------------------------|---------------|---------------------|---------------|
| Personnel/Accommodation | 26,800 | 11,200 | 38,000 |
| Conference Material | 2,300 | 3,500 | 5,800 |
| Transport | 1,700 | 0 | 1,700 |
| Administration | 5,000 | 300 | 5,300 |
| TOTAL | 35,800 | 15,000 | 50,800 |

Exchange Rate: KShs. 55.00 to US\$1.00

1.5 REPORTING

1.5.1 Financial Reporting

- (a) Financial reporting requirements shall be in accordance with the Standard Provision of this award entitled Payment - Periodic Advance as shown in Attachment 3.

1.5.2 Performance Monitoring and Planning Reports

- (a) Reports. The Recipient shall submit an original and one copy of brief quarterly program performance reports, which coincide with the financial reporting periods, to the USAID Project Office specified in the Cover Letter of this Award. These

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1.5.2 (Continued)

reports shall be submitted within 30 days following the end of the reporting period.

(b) Paying Office. The paying office for this award is:

RFMC
P. O. Box 30261
Nairobi

(c) Final Report. Within 90 days following the estimated completion date of this Award, the Recipient shall submit the original and one (1) copy of a final report to the USAID Project Office specified in the Cover Letter of this Award. It will cover the entire period of the Award.

1.6 RESOLUTION OF CONFLICTS

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

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

1.7 COST SHARING

The Recipient agrees to expend an amount not less than 30% of the total Federal contribution. Cost sharing contributions will meet the criteria as set out in the Standard Provision entitled "Cost Sharing (Matching)" as shown in Attachment 3.

1.8 TITLE TO PROPERTY

Title to all property financed under this award shall vest in the Recipient in accordance with the Standard Provisions of this Award set forth in Attachment 3.

1.9 AUTHORIZED GEOGRAPHIC CODE

The authorized geographic code for procurement of goods and services under this award is 935.

1.10 COMMUNICATIONS PRODUCTS (OCT 1994)

- (a) Definition - Communications products are any printed materials (other than non-color photocopy material), photographic services or video production services.
- (b) Standards - USAID has established standards for communications products. These standards must be followed unless otherwise specifically provided in the agreement or

1.10 (Continued)

approved in writing by the agreement officer. A copy of the standards for USAID financed publications and video productions is attached.

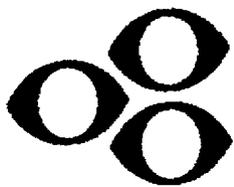
- (c) Communications products which meet any of the following criteria are not eligible for USAID financing under this agreement unless specifically authorized in the agreement schedule or in writing by the agreement officer:
- (1) Any communication product costing over \$25,000, including the costs of both preparation and execution. For example, in the case of a publication, the costs will include research, writing and other editorial services (including any associated overhead), design, layout and production costs.
 - (2) Any communication products that will be sent directly to, or likely to be seen by, a Member of Congress or Congressional staffer; and
 - (3) Any publication that will have more than 50 percent of its copies distributed in the United States (excluding copies provided to CDIE and other USAID/W offices for internal use.

1

ATTACHMENT 2

PROGRAM DESCRIPTION

The Recipient's proposal entitled "Pre-maputo Workshop on Corruption and Consolidation of Democracy" and dated 23rd September, 1997 is attached hereto as the Program Description (Attachment 2) and is made a part of this Award.



The National Council of NGOs

23rd September, 1997

Ms. Lee Ann Ross
USAID
NAIROBI

Dear Lee Ann,

**RE: NGO WORKSHOP ON CORRUPTION
AND CONSOLIDATION OF DEMOCRACY**

I am writing to forward to you the Social Development Network proposal. I have now held discussions with Professor Oyugi and I think the idea is a good one.

The Council commits itself to facilitating the program on behalf of SODNET. This includes submitting the necessary reports.

Regards

JOHN MUNUVE

Attention Thomas Nganga

Fax 749590.

SODNET

[Social Development Network]

P.O. Box 63125

Nairobi

Kenya

Telefax: 254-2-713262

E-Mail: arcc@arcc.or.ke

Sodnet

URGENT

24th September, 1997.

The Director
USAID
Attn: Mr. Thomas Ng'ang'a
Fax: 749590

Dear Sir,



RE: PRE - MAPUTO WORKSHOP ON CORRUPTION AND CONSOLIDATION OF DEMOCRACY; FORWARDING THE REVISED BUDGET

We wish to sincerely thank you for the support and interest which you have shown in supporting the above activity.

After further consultations with interested parties in this area we are overwhelmed by the number of Kenyans who wish to participate in the workshop. We have therefore decided to increase the number of Kenyans taking part from the initial number of four (4) to twenty (20).

We are therefore humbly forwarding the revised budget to you for consideration. Please note that we have deducted a total of US\$ 15,000 from the total budget. We are expecting to receive the said amount from the Swedish Embassy.

Thanking you in advance.

Kindest regards.

Yours sincerely,

A handwritten signature in black ink, appearing to be "E. Oyugi".

Prof. E. Oyugi

In Synergy there is strength for the weak

**NGO WORKSHOP ON CORRUPTION AND
CONSOLIDATION OF DEMOCRACY:
Preparation For Global Coalition For Africa
Policy Forum and Political Committee Meetings**

A

Proposal

By

SOCIAL DEVELOPMENT NETWORK

1997

NGO WORKSHOP ON CORRUPTION AND CONSOLIDATION OF DEMOCRACY: Preparation For Global Coalition For Africa Policy Forum and Political Committee Meetings

Background

Global Coalition for Africa (GCA) is " a forum which is dedicated to forging policy consensus on development priorities among African governments, their northern partners, and non-governmental groups working in and out of Africa". Currently GCA has two working committees; Political and Economic. The membership of these two committees includes sub-regional governmental and non- governmental organizations and representatives.

Since its inception in 1990, the forum has held several conferences where issues of paramount concern to the African continent have been discussed at length and important processes set in motion. Among these are the ongoing deliberations on corruption and consolidation of democracy in Africa.

The last policy forum met in Ouagadougou in October, 1996 immediately after the Political Committee meeting. The Economic Committee met in Abidjan in May, 1997.

The Political Committee and the Policy Forum will meet in Maputo, Mozambique between October 31st - November 2nd, 1997. The agenda for discussion at the conference include:

- Consolidation of democracy. The emphasis will be on issues identified for further discussion in Ouagadougou in 1996.
- Corruption, and how its manifestation in both international transactions and in internal economic and administrative management can be a major obstacle to economic growth.

Social Development Network, a Kenyan NGO which has been actively involved in highlighting incidences and effects of corruption in the country's political and economic life has been requested by GCA to host an agenda-setting workshop at which the two mentioned issues i.e. **Corruption and Consolidation of Democracy** will be discussed by ca.20 participants from the four Sub-regions of Africa.

The workshop is intended to provide an opportunity for participants to give collective shapes to both anti-corruption and consolidation of democracy agenda for the Maputo meeting.

The workshop will be held in Nairobi, Kenya on 23rd - 28th October, 1997 at Mayfair Court Hotel/Safari Club Hotel. Each Sub-region will be represented by three participants. The Indian Ocean Islands (Malagasy) will be represented by one person. Kenya being the host country will be represented by ca. 4 participants.

RATIONAL

The African continent is going through a very difficult period, with many challenges causing major concerns not only to the citizens but also to the northern partners, donors and civil society organizations. Two major challenges which are of immediate concern to the NGOs, among others, include:

a) Corruption:

Increasingly, corruption is gaining notoriety as the anathema afflicting African and other 3rd world economies. It is a deep rooted evil which has tainted the governments of many African countries. Kenya is a show case where corruption among other issues has resulted in external aid agencies ceasing aid disbursement in 1991 and 1997 respectively.

b) Transition to Democracy:

It is a reality that dictatorship and poor governance are the order of the day in many African countries. While some substantial progress in democratization has been made, a lot of effort and commitment are required in order to achieve the results that ensure a smooth transition democracy. Substantial gains already chalked up in the way of democratic changes have either been reversed, nullified, sluggish or not consolidated.

According to current thinking and if the experiences of other countries is anything to go by, good governance supported by efficient democratic institutions are a "*sine qua non*" for equitable economic growth.

It is out of this concern that NGOs in the four Sub - Regions of Africa wish to address the two mentioned challenges with a view of looking for remedies and assisting African governments to get out of this mess.

OBJECTIVES

For the NGOs to respond effectively to Corruption and Consolidation of Democracy concerns in Africa, the following objectives will need to be realized:

- to bring together concerned/interested NGOs in the 4 Sub - Regions of Africa
- to provide a forum for the NGO community in Africa to draft an agenda on both Consolidation of Democracy and Corruption
- to gain consensus on the agenda and to prepare discussions at the Maputo conference
- to develop and agree on strategies necessary for addressing the twin problems of democracy and accountability.

DATES: The proposed dates for the workshop are October 23rd - 28th 1997.

OUTPUTS

At the end of the workshop it is expected that:

- the participating NGOs will agree on the broad agenda addressing Corruption and Consolidation of Democracy
- the participating NGOs will agree on modalities of approaching the problems which will include plans of action and methods of interventions
- the participating NGOs will come out with position papers on the above themes. These should cover:
 - a) major areas of concern
 - b) broad agenda to address the concern
 - c) strategies of intervention
 - d) selection of persons from the NGO country to attend the Maputo meetings.

BUDGET

| ITEM | AMOUNT IN US \$ |
|--|-----------------|
| COMMUNICATION | |
| Telephone/Fax/E-mail (During and pre - the conference period) | 1,000 |
| STATIONERY | |
| Writing materials | 100 |
| Conference bags (20) | 200 |
| INTERPRETATION AND TRANSLATION | |
| 4 people per day @ US \$ 500 per person per day for 5 days | 10,000 |
| LOCAL TRANSPORT | |
| Hiring of a vehicle for 10 days @ US \$ 170 per day | 1,700 |
| CONFERENCE FACILITIES | |
| Hiring of the said facilities @ US \$ 100 per day for 5 days | 500 |
| Tea/coffee (10 and 4 o'clock) @ US 10 per day per person | 1,000 |
| Lunch @ US \$ 20 per person per day | 2,000 |
| HOTEL FACILITIES | |
| Half board @ US \$ 120 per person per day for 7 days | 16,800 |
| OUT OF POCKET | |
| Out of pocket for 20 participants for 7 days @ US \$ 80 per day per person | 11,200 |

FROM : KINGAEDWARD OYUGI

PHONE NO. : 713262

Sep. 24 1997 12:43PM P03

| | |
|---|---------------------------------|
| SITE SEEING | 300 |
| CONFERENCE ADMINISTRATIVE COSTS | |
| General preparations | 1,000 |
| Conference period: personnel: 3 for 5 days @ US \$ 200 per person day | 3,000 |
| PREPARATIONS AND FINALISING OF THE CONFERENCE DELIBERATIONS | |
| Preparation and production of the workshop's deliberations | 2,000 |
| TOTAL | 50,800 35,800 |
| Co-funding | 15,000 |
| GRAND TOTAL | 35,800 50,800 |