



A. Purpose of Agreement

This Agreement between the Recipient Agency, the United States Geological Survey, and the United States Agency for International Development (USAID) is entered into under the authority of Section 632(b) of the Foreign Assistance Act of 1961, as amended, 22 U.S.C. Sec. 2392(b). The Agreement defines the procedures under which USAID will reimburse the Recipient Agency to implement the Program for the Latin America and the Caribbean region.

B. Purpose of Program

The Program, further described in Annex A, consists of technical assistance to countries and organizations in the Latin America and the Caribbean region to strengthen the spatial data infrastructure of the Western Hemisphere for the advancement of environmentally-sound free trade. In signing this Agreement to assist USAID to carry out the purposes of the Foreign Assistance Act, the Recipient Agency represents and agrees that the activities and the program described in Annex A are in furtherance of purposes which are different than and additional to the purposes of its domestic programs and activities, and are therefore not funded by the regular appropriations available to the Recipient Agency for its programs and activities.

C. Fiscal Terms

1. Execution of this Agreement by USAID constitutes an obligation of the funds specified in Block 9B of the face sheet of this Agreement.
2. USAID funding for the Program is limited to the amount obligated above. If the Recipient Agency chooses to continue Program activities after USAID funding has been exhausted, the Recipient Agency agrees to use its own funds for that purpose.
3. The financial plan in Annex B sets forth the budget for implementation of the Program. Within the total budget amount for the Program, the Recipient Agency may adjust individual line items, provided that (1) any adjusted line item does not change by more than 15 percent of the amount shown for that line item in the financial plan and (2) the Recipient Agency gives USAID written notice of the adjustments. Adjustments to the budget that exceed 15 percent for any one line item shall require prior written approval of USAID.

D. Billing, Financial and Other Reports

1. The Recipient Agency will bill USAID through Online Payment and Claims procedures or by submitting a Standard Form 1081 (SF-1081) to the address below.

U.S. Agency for International Development  
FM/CARD  
Inter-Agency Billing Unit  
SA-2, Room 700  
Washington, D.C. 20523-0208

The Financial contact person is Joseph Cicippio at (202) 663-2212 and the USAID Agency Location Code (ALC) for billings is 72-000001.

2. The original and two (2) copies of the quarterly financial report required under Section B.2 of the Standard Provisions (Annex C) of this Agreement shall be furnished to the above address.
3. Two (2) copies of all financial and other reports required under the terms of this Agreement, along with one diskette of each report (other than financial reports) formatted in Word Perfect 5.1, or such other data processing format as USAID may agree to in writing, shall be furnished

to the following address:

U.S. Agency for International Development  
Bureau for Latin America and the Caribbean  
Office of Regional Sustainable Development, Broad-Based Economic Growth  
Room 2242 NS  
Washington, D.C. 20523-0069

E. Special Provisions

1. The Recipient Agency shall comply with USAID environmental regulations (22 CFR Section 216, "Regulation 16") with respect to the activities to be undertaken under this Agreement. The Program qualifies for a categorical exclusion under the terms of Regulation 16, and a categorical exclusion has been executed by USAID. Unless activities other than those described in the categorical exclusion are undertaken by the Recipient Agency under this Agreement, no further action under Regulation 16 is required. However, if further action becomes necessary, USAID will provide further guidance to assist the Recipient Agency at the request of the Recipient Agency in complying with Regulation 16.

2. **Cooperating Country Eligibility:** All countries in the Latin America and the Caribbean region, with the exception of Cuba, will be eligible to receive assistance under this Agreement. However, the Recipient Agency will comply with USAID's policies on assistance in countries in which USAID has no assistance program or is closing out its assistance programs.

3. a. The Recipient Agency may authorize procurement from a country in A.I.D. Geographic Code 941 other than as specified in Standard Provisions, Clause D only if

(1) the procurement is of commodities or services of a type that are not produced in and available for purchase in any cooperating country specified in Standard Provisions, Clause D; or

(2) the authorized representative of the Recipient Agency determines in writing on a case-by-case basis that procurement from such other country is necessary (a) to meet unforeseen circumstances, such as emergency situations, or (b) to promote efficiency in the use of United States foreign assistance resources, including to avoid impairment of foreign assistance objectives.

b. The authorization for procurement in accordance with the preceding paragraph shall be in writing, and a copy of the authorization shall be furnished to USAID.

4. **International Travel:** International travel by U.S. National direct-hire employees of the Recipient Agency may be financed under this Agreement provided the travel complies with Clause J of the Standard Provisions (Annex C) of this Agreement. All international travel is to be undertaken to design, implement and monitor technical assistance programs financed under this Agreement. In addition, funds available under this Agreement may be used to finance the travel of officials and non-governmental representatives from the Latin America and Caribbean region (but not from Cuba) to the United States or to third countries other than Cuba for study tours, general consultations, workshops, and training, provided such travel is undertaken to further the objectives of this Agreement.

5. Recipient agency personnel will not work primarily in USAID offices or on USAID project sites.

F. **Program Performance Planning and Reporting**

1. Reporting

A. **Periodic Progress Reports:** The Recipient Agency shall provide to USAID, in form and substance satisfactory to USAID, quarterly reports on progress made in achieving Program objectives. These reports shall also include, but are not limited to, the following information: status

of achieving goals, objectives and benchmarks; progress or completion of components, elements or activities against planned targets; description of overall program status, other accomplishments and major highlights of program implementation; identification and explanation of significant problems or delays related to achievement of objectives or activities; a brief summary of significant corrective actions and major activities planned for the subsequent reporting period. The Recipient Agency shall also submit to USAID on a quarterly basis a financial report that includes budget information on accrued expenditures, commitments, and disbursements of funds provided under this Agreement.

B. Final Report: The Recipient Agency shall provide USAID, in form and substance satisfactory to USAID, a final report, not later than sixty (60) days following the completion date of the Program financed under this Agreement. This final report shall provide a chronological summary of the information required generally for the periodic progress reports; and an assessment by the Recipient Agency of the program impacts, to the extent feasible.

## 2. Consultation

The Recipient Agency and USAID will cooperate to assure that the purpose of this Agreement will be accomplished. To this end, the Recipient Agency and USAID, at the request of either, will exchange views on the progress of the Program, the performance of obligations under this Agreement, and the performance of any consultants, contractors, or suppliers engaged in the Program, and other matters relating to the Program.

## 3. Coordination

The Recipient Agency shall make best efforts to coordinate its activities with those of other U.S. Government financed programs and other donors providing assistance substantially similar to that of the Recipient Agency in the Cooperating Country(ies).

## 4. Compliance with USAID Policy Guidance; Country Clearance for Travel

a. The USAID LAC Bureau's Office of Regional Sustainable Development (LAC/RSD) shall be responsible for coordinating the implementation of USAID-funded activities of the Recipient Agency under this Agreement as part of the USAID Hemispheric Free Trade Expansion Project. From time to time, the Assistant Administrator for LAC, his Deputy, or the LAC/RSD Office Director, may provide additional policy or operational guidance in writing to the Recipient Agency or its representatives in carrying out foreign assistance programs and projects in the Latin America and the Caribbean Region, including this Project. The Recipient Agency agrees to comply with such guidance so long as it is consistent with this Agreement and with laws governing operation of the Recipient Agency.

b. In addition, the Recipient Agency shall keep USAID Country Mission Directors or Representatives, or appropriate U.S. Embassy officials in countries in which no USAID office exists, fully apprised of Recipient Agency field activities in each country funded under this Agreement, and shall implement field activities in keeping with the U.S. foreign policy objectives for the country. Before initiating travel to each country with funds provided by this Agreement, the Recipient Agency will request country clearance from the USAID Mission or U.S. Embassy in the country. The Recipient Agency shall ensure that its employees, contractors, and grantees comply with this provision.

## 5. Notification

The Recipient Agency shall notify USAID promptly in writing of any audits of activities financed by this Agreement initiated by or at the request of the Recipient Agency, its Inspector General, the Office of Management and Budget, or the General Accounting Office.

## 6. Information Requirements

a. Under Standard Provisions, Clause F, Implementation and Monitoring, quarterly reports will include a breakdown, by gender and ethnicity, of the number of individuals trained to date.

b. Recipient Agency will also provide USAID on a quarterly basis, the standardized Participant Data Form (PDF) to be supplied by USAID, which details biographical data, programmatic information as well as administrative/logistical arrangements for each participant funded under this IAA. This information will provide the basis for USAID reporting requirements to Congress.

G. Resolution of Internal Inconsistencies in the Agreement

Where there is a conflict between the Schedule and the Annexes of this Agreement, the Schedule shall govern, unless otherwise agreed to in writing by USAID. Where there is a conflict between the face sheet and the Schedule of this Agreement, the face sheet shall govern, unless otherwise agreed to in writing by USAID.

Clearances:

LAC/RSD-BBEG: JBecker	<u>J</u> Date <u>9/17/96</u>	<i>Need Page 16 cut excel. in file be Rose signature</i>
LAC/SPM-PS: SHill	<u>SH</u> Date <u>9/18/96</u>	
GC/LAC: SAllen	<u>SA</u> Date <u>9/18</u>	
LAC/RSD: TJohnson	<u>TE</u> Date <u>9/18</u>	
LAC/DPB-B: <sup>CA 9/19</sup> RMeehan	<u>ME</u> Date <u>9/19</u>	
M/FM/A/PNP: LBarrett (For reservation)	<u>LB</u> Date <u>9/19/96</u>	
DAA/LAC: EZallman	<u>EZ</u> Date <u>9/20/96</u>	

Drafted: LJOHNSON, LAC/RSD-BBEG  
U:\DRPUB\HFTE\IAAS\usgs.iaa

**Fiscal Data**

Project Number: 598-0822  
Appropriation Symbol: 725/61021.1  
Budget Plan Code: LDV596-35598-KG12  
Obligation Number: 598-0822-G- 00-6025-00  
Fiscal Year: 1996  
Amount: \$145,000  
Funds Control Number: 598-0822-3-6652025

## **Annex A**

### **Program Description**

#### **Geographic Information Infrastructure Enhancement in the LAC Region**

##### **Introduction**

The National Mapping Division (NMD) of the U.S. Geological Survey (USGS) will support Geographic Information Infrastructure Enhancement in the LAC Region through the continuation of the Inter-American Geospatial Data Network (IGDN). Use of the Internet will help U.S. Agency for International Development (USAID) encourage environmentally sound, broad-based economic growth and free trade by improving information access for the region. Since the initiation of the USAID/USGS Inter-Agency Agreement on October 1, 1995, a successful IGDN prototype has been designed and partially implemented with the participation of five partner organizations.

##### **The Inter-American Geospatial Data Network**

The USGS will continue the establishment of a Federal Geographic Data Committee (FGDC) compliant online cooperative of Western Hemisphere geospatial data producers, managers, and users. The Earth Resources Observation Systems (EROS) Data Center is promoting development of the IGDN to increase the availability and access of geospatial data. Because business, NGOs, and governments increasingly use geospatial analysis techniques to plan and conduct commerce, conservation, and development work, the IGDN will encourage environmentally sound free-trade expansion.

Since the signing of the Inter-Agency Agreement, the USGS has developed a prototype IGDN WWW site. The web site includes a geospatial data search engine, multi-lingual software, provision of Digital Chart of the World (DCW) data and metadata, and the Pan American Institute of Geography and History (PAIGH) Status of Mapping in the Americas index maps. Five initial IGDN members include participation from government, NGO, and commercial sectors. Initial members have been targeted as CODEPLAN (Brasilia, Brazil), IBGE (Rio de Janeiro, Brazil), University of Kansas Environmental Studies (Lawrence, Kansas), Conservation International (Washington, D.C.), and Geoscape International (Boca Raton, Florida).

USGS staff will travel to each individual site to provide technical assistance for data clearinghouse training and implementation, technical requirements analysis, software installation, metadata training, and WWW development. Network connection will be established from each initial member to the IGDN site developed and maintained by USGS staff. The USGS and

CODEPLAN nodes currently serve geospatial data through IGDN functional servers. University of Kansas and Conservation International are implementing node requirements specified by individual USGS visits. IBGE and Geoscape International are continuing their web development with technical visits planned to develop implementation plans. Additional USGS technical assistance will include the investigation and recommendation of metadata compilation software tools, Competitive Cooperative Agreements Program (CCAP) grant application guidance (for U.S.-based organizations), promotion of FGDC standards and guidelines, and investigations to find and stage appropriate data available in the U.S.

Following the successful establishment and connection of initial IGDN members, the USGS will focus on outreach efforts which seek to promote and expand the membership of the IGDN cooperative. Potential collaborators will be pursued on a wider scale to reach a more comprehensive community of IGDN members. Outreach efforts will identify potential participants in the geospatial data community such as Island Resources Foundation (Virgin Islands), Comision Nacional del Agua (Mexico) and institutions identified by USAID Missions in Panama, El Salvador and elsewhere.

The USGS will prepare and host a 1997 summer Data Clearinghouse Workshop to promote IGDN technology transfer. The workshop will focus on geospatial data distribution, Internet protocols, attributing schemes, network searching techniques, and data delivery formats. USGS staff will prepare the workshop guidelines, process participants applications and requirements, and organize the necessary training materials and presentations. Workshop attendees will be assisted with travel and per diem expenses. Workshop endorsement and participation has been sought from the PAIGH Technical Assistance Program.

The Geographic Information Infrastructure Enhancement project is consistent with the goals and objectives found in the Summit of the Americas Action Plan for Strengthening Information Infrastructure. It will result in a community of geospatial data holders and users linked by the Internet. They will collaborate to establish and expand the IGDN based on mutually developed guidelines for participation in order to establish a long-term, stable online institution.

### **Summary**

The NMD of the USGS seeks to advance Geographic Information Infrastructure Enhancement in the LAC Region through continuation of the Inter-American Geospatial Data Network development. Funding to our existing Inter-Agency Agreement with USAID in the amount of \$145,000 to support these efforts.

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## Annex B

### Inter-American Geospatial Data Network Budget

Salaries	80,000
Travel	35,000
Equipment/Supplies	20,000
Other Direct Costs	1,000
Experts/Translators	1,000
Geospatial Product Generation	6,000
Computer Expenses	1,500
Shipping	500
<b>TOTAL</b>	<b>\$145,000</b>

Figures are loaded with 40% overhead, except Other Direct Costs, Experts/Translators, Supplies/Equipment and Shipping which carry 20% overhead.

Staffing	Title	FTE's
Michelle Anthony	Information Scientist	.95
Becky Foster	Secretarial Staff	.20
Bob Klaver	GIS Specialist	.08
Jacie Klaver	GIS Specialist	.75
Ron Lietzow	GIS Specialist	.30
Carl Moschell	Metadata Specialist	.20
Paul Olsen	Information Scientist	.35
Rob Quenzer	Computer Programmer	.95
Charlie Trautwein	Workshop Coordinator	.90
Jim Verdin	International Program Manager	.20
John Walkes	Metadata Specialist	.25
Mary Weinheimer	Metadata Specialist	.30