



## SCHEDULE

### A. Purpose of Agreement

This Agreement between the Recipient Agency 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 in 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 fund 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 (OPAC) procedures or by submitting a Standard Form 1081 (SF-1081) to the address below.

Agency for International Development  
M/FM/CARD  
Inter-Agency Billing Unit  
SA-2, Room 603  
Washington, D.C. 20523-0208

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:

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, at the request of the Recipient Agency, USAID will provide further guidance to assist 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 close-out policy on limiting assistance in countries in which USAID has no assistance program or is closing out its assistance program. USAID will inform the Recipient Agency about USAID's close-out policy in writing.

3. a. The Recipient Agency may authorize procurement from a country in A.I.D. Geographic Code 935 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 the U.S. or 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 avoid impairment of foreign assistance objectives of the U.S. Government.

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 United States direct-hire employees of the Recipient Agency may be financed under this Agreement provided the travel complies with the 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 nongovernmental 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, but rather in their own offices and locations, unless otherwise agreed by USAID.

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

a. The cognizant USAID Representative or Director in each Cooperating Country shall be responsible for coordinating the implementation in the field of the overall activities of all United States Government agencies in Latin America and the Caribbean region carrying out assistance programs and projects. The Recipient Agency shall ensure its employees, contractors, and grantees comply fully with this provision.

b. From time to time, USAID may issue additional guidance which provide policy or operational guidance regarding the implementation of the program. The Recipient Agency hereby agrees to comply with all such guidance, as USAID may convey to the Recipient Agency in writing.

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, 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	Date <u>9/29/95</u>
LAC/RSD: TJohnson	Date <u>9/29/95</u>
LAC/DPB-B: RMeehan	Date <u>29 Sept 95</u>
✓ LAC/SPM: JWeber	Date <u>9/29/95</u>
FM:	Date _____
GC/LAC: SAllen	Date <u>9/29/95</u>
AA/LAC: RDaubon	Date _____

Drafted: 8/21/95, JMann, LAC/RSD/BBEG  
mod. SAllen, GC/LAC 9/14/95  
U:\DRPUB\HFTE\IAAS\USGS\95agr1

Fiscal Data:

ProjectNumber: 598-0822  
AppropriationSymbol: 725/61021.1  
Budget Plan Code: LDV595-35598-KG12  
Bligation: 598-0822--G-005048-00

Fiscal Year: 1995  
Amount: \$125,000  
Funds Control Number: 598-0822-3-5652048

## Annex A

### Program Description Hemispheric Geographic Information Infrastructure Enhancement by the U.S. Geological Survey

The National Mapping Division (NMD) of the U.S. Geological Survey (USGS) will provide a three-year technical assistance program of geographic information infrastructure enhancement for the Western Hemisphere. The USGS technical assistance will promote the creation of on-line, public access data distribution systems to facilitate the exchange and use of hemisphere-wide digital spatial data, coordination of requirements and standards among national mapping organizations, and promotion of increased production of base category geospatial data for the advancement of environmentally sound free trade. The Earth Resources Observation Systems (EROS) Data Center will lead an effort which draws upon NMD resources from across the organization.

The State Department and USAID are implementing a policy to encourage environmentally sound, broad-based economic growth by decreasing impediments to free trade and by promoting infrastructure and practices which will increase free trade throughout the Western Hemisphere. Geospatial data processing is increasingly used by business to plan and conduct commercial activities, by non-governmental organizations (NGO's) for conservation and sustainable development projects, and by government for policy formulation, implementation, and evaluation in the areas of natural resources management and economic development. Enhancement of the flow of information and increased exchange and use of digital geographic data will contribute to both increased trade and responsible use of natural resources.

The multi-disciplinary value of a spatial data infrastructure is broadly based. Spatial data describing the hemisphere can be used to identify and evaluate new commercial opportunities (through marketing/population studies, evaluation of transportation and shipping alternatives, identification of climate and soil conditions favorable to new crop varieties, etc.), and to address questions of environmental monitoring and protection (through analysis of gaps in habitat protection and biodiversity conservation studies, assessment of changes in land cover and climate, and detection of encroachment upon protected areas).

The USGS has a central role in the the United States' efforts to establish a National Spatial Data Infrastructure (NSDI) consistent with Executive Order 12906. Executive branch leadership for this activity rests with the Federal Geographic Data Committee (FGDC), chaired by the Secretary of the Department of the Interior. The USGS will build upon experience gained with FGDC to promote NSDI concepts of data standards for collection, documentation, and exchange throughout the hemisphere. The development of a hemispheric spatial data infrastructure will be encouraged and promoted. It will consist of technology, policies, and people

promoting the widest possible dissemination and use of geospatial data.

Investment in geospatial data production, management, and dissemination is reaching large proportions. The FGDC estimates that the U.S. federal government alone spends \$4 billion annually. Unfortunately, much investment occurs in an uncoordinated fashion, leading to duplication of costly data production and maintenance efforts. All too often, data already exist, but are hard to find, undocumented, or in incompatible formats. Development of a hemispheric spatial data infrastructure will reduce costs by bringing together data providers and users to increase the ease of obtaining and using data, accelerate the development of trade-enhancing applications, and increase the number of customers for geospatial data sets. The overall benefit realized will be in the form of improved decision-making for sustainable development by business, NGO's, and government.

Certain data themes are of fundamental importance across all disciplines. For this reason, USGS will place emphasis upon enhanced availability of data in the following categories: geodetic control, transportation, hydrography, governmental boundaries, elevation, and cadastral data. There will be three major thrusts to the effort to develop a hemispheric geographic information infrastructure. First will be the establishment of a hemispheric geospatial data clearinghouse. The clearinghouse will not be a central repository for physical data storage, but rather a distributed, electronically connected network of geospatial data producers, managers, and users. It will serve metadata (data describing geospatial data) at clearinghouse sites linked through the Internet. On-line access to geospatial data will be promoted, but is not a requirement. The second thrust will promote the adoption of standards for data documentation, collection, and exchange, to reduce technical obstacles to widespread data accessibility. The third thrust will be in the area of the development of procedures and partnerships for increased production of geospatial data and accompanying metadata.

As a first step toward the establishment of a hemispheric data clearinghouse, USGS will inventory spatial data holdings and production programs throughout the Western Hemisphere. The inventory will be conducted with an initial emphasis upon data holders in the U.S., such as the Defense Mapping Agency, the National Aeronautics and Space Administration, Census Bureau, and others. The domestic effort will be followed up by short-term trips to countries within the hemisphere to meet with data provider organizations. The inventory will collect information from data holders regarding areal extents, scales, terms of availability, price, format, and planned or active programs for new data capture.

Using the results of the inventory of spatial data in Latin America, USGS will establish a clearinghouse and begin populating it with metadata. The establishment of clearinghouse sites outside the U.S. will also be encouraged. Where needed, technical assistance will be provided to serve metadata and stage

geographic data sets. Promotion of standards, especially for metadata, will be an integral part of this activity. Contacts made through the inventory will contribute to the identification of the best prospects and opportunities for building up and completing hemispheric basic data themes for sustainable development. In coordination with USAID, USGS will establish cooperative agreements with other mapping organizations, provide technical assistance, and contract with private firms, where appropriate, to further strengthen the spatial data infrastructure of the Western Hemisphere.

The outcome of USGS technical assistance will be a strengthened geographic information infrastructure consistent with USAID's objective of expanded, environmentally sound, and in the equitable free trade hemisphere.

## Annex B

### USAID/LAC Hemispheric Free Trade Expansion USGS Geographic Information Infrastructure Enhancement

CATEGORY	FY 1995	
	FTE	Amount
Program/Project Management	0.09	\$9,000
Digital Cartographer	0.17	\$6,630
Digital Standards Expert	0.12	\$12,000
WWW Programmer	0.25	\$11,250
Spatial Data Mgmt Developer	0.15	\$11,700
Remote Sensing Scientist	0.05	\$3,150
Data Management Specialist	0.14	\$6,440
Data Researcher/Librarian	0.29	\$15,950
Administrative Assistant	0.03	\$1,200
Secretarial Support	0.03	\$1,080
Travel - Domestic		\$4,800
Travel - Foreign		\$6,440
Supplies		
Computer Expenses		\$25,360
Contracts		\$10,000
Activity Total	1.32	\$125,000
LOP Totals	1.32	\$125,000

Note: Figures are loaded with 40% overhead, except Supplies, Computer Expenses, and Contracts, which carry 20% overhead. Inflation is assumed at annual rate of 2.5%