

**QUARTERLY TASK ORDER
PROGRESS AND COST
REPORT**

**OCTOBER TO DECEMBER
2001**

**QUICK RESPONSE
ENVIRONMENTAL ADVICE**

Prepared for



Quick Response Environmental Advice
United States Agency for International Development
Contract No. LAG-I-00-99-00036-00, Task Order No. 01

Prepared by

Sally Merrill
The Urban Institute



THE URBAN INSTITUTE

2100 M Street, NW
Washington, DC 20037
(202) 833-7200
www.urban.org

December 2001
UI Project 06967-001

QUARTERLY TASK ORDER PROGRESS AND COST REPORT

QUICK RESPONSE ENVIRONMENTAL ADVICE

OCTOBER TO DECEMBER 2001

Task Order Description

In January 2000, the Urban Institute (UI) signed a Task Order (TO) with the United States Agency for International Development (USAID) to provide the Environment Center of USAID's Global Bureau with quick-response technical assistance on the following topics:

- Expanded and equitable delivery of urban services
- More effective, responsive and accountable local governments
- Reduced urban pollution

Amount Obligated Under Task Order: \$152,600

Total Potential Task Order Amount: \$152,600

Dollars Expended To-date: \$ 56,813

Progress of major activities

No activity has been undertaken during this period.

Up-To-Date Schedule of Work

Activities under this TO were completed on schedule and no other activities are scheduled at this time.

Key Personnel

Ms. Sally Merrill, UI, 202-261-5755, smerrill@ui.urban.org.

ATTACHMENT

COST REPORT

Contract Quarterly Financial Report

Contract No. USAID Contract No. LAG-I-00-99-00036-00 (Sustainable Urban Management)
 Contractor: THE URBAN INSTITUTE
 UI Project No. 06967-001

[For the Quarter Ending: 12/31/01 (Booked expenditures through 12/31/01)]

UI Project No.	Task Order No.	Task Order Name	Country	Authorized Expenditures (Total Amount Obligated)		Actual Expenditures Booked through 10/02/01		Balance Available	Effective Date	Estimated Completion Date	Actual Completion Date	LOE Authorized (Days)	LOE Used (Days)	Balance in Days +/-
				152,600	152,600	56,813	95,787							
TOTAL				\$ 152,600	\$ 152,600	\$ 56,813	\$ 95,787							
06967-101	Technical Direction 01	Clean Production in Panama	Panama			\$ 18,838			3/26/00	4/7/00		12	12	0
06967-201	Technical Direction 02	DCA Risk Assessment	Paraguay			\$ 3,518			8/1/00	8/31/00		5	3.5	1.5
06967-903	Technical Direction 03	Kigali Economic Development Strategy	Rwanda			\$ 25,768			Apr-01	May-01		15	15	0.00
06967-904	Technical Direction 04	Making Cities Work Partnership Forum	USA			\$ 10,891			06/04/2001	07/16/2001		12	10.4	1.6
TOTAL						\$ 58,813								

Actual costs reflect data recorded by the Urban Institute's reporting system through 12/31/2001; accrued expenditures (such as subcontractor and consultant invoices, travel expenses, and other direct costs not yet received by UI) are not included.