

EAP

PD-BAN-120

Central Files

Worksheet

AID 1350-1X (1-78)	DEPARTMENT OF STATE AGENCY FOR INTERNATIONAL DEVELOPMENT	1. Cooperating Country Djibouti	Page 1 of 9 Pages
		2. PIO/T No. 603-0014-3-30005	3. <input checked="" type="checkbox"/> Original or Amendment No. _____
		4. Project/Activity No. and Title 603-0014 Nutrition Outreach	
		5. Appropriation Symbol 72-1131037	

DISTRIBUTION	6. Allotment Symbol and Charge 337-52-603-00-69-31
	7. Obligation Status <input checked="" type="checkbox"/> Administrative Reservation <input type="checkbox"/> Implementing Document

8. Project Assistance Completion Date (Mo., Day, Yr.) May 1, 1985
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9. Authorized Agent SER/CM/ROD	10. This PIO/T is in full conformance with PWS/AG Project Authorization Date June 27, 1983
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11a. Type of Action and Governing AID Handbook <input type="checkbox"/> AID Contract (HB 14) <input type="checkbox"/> PASA/RSSA (HB 12) <input checked="" type="checkbox"/> AID Grant (HB 13) <input type="checkbox"/> Other	11b. Contract/Grant/PASA/RSSA Reference Number (If this is an Amendment)
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12. Estimated Financing (A detailed budget in support of column (2) is attached as attachment no. _____)					
Maximum AID Financing	A. Dollars	(1) Previous Total	(2) Increase	(3) Decrease	(4) Total to Date
	B. U.S.-Owned Local Currency		1,000,000		1,000,000

13. Mission References Djibouti 1053 State 109203	14a. Instructions to Authorized Agent SER/CM/ROD is requested to negotiate a grant to Catholic Relief Services (CRS), hereafter referred to as the "grantee", for the services described herein. Catholic Relief Services, 1011 First Avenue, New York, NY 10022 Phone (202) 838-4700. Project Contact, Mr. John Donnelly
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14b. Address of Voucher Paying Office AID/W	Allan Reed, Project Officer, AFR/PD/EAP
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15. Clearances—Include typed name, office symbol, telephone number and date for all clearances.

A. The project officer certifies that the specifications in the statement of work are technically adequate AFR/PD/EAP, Allan Reed <i>[Signature]</i>	Phone No. 632-8286 Date 7/22/83	B. The statement of work lies within the purview of the initiating and approved agency programs AFR/PD/EAP, John Heard <i>[Signature]</i>	Date 7/22/83
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C. AFR/TR/HN, Mellen Duffy <i>[Signature]</i>	Date 7/22/83	D. Funds for the services requested are available Djibouti 1754 dtd 24 July '83 provided budget and allotment citations.
E. AFR/EA, Richard H. Eney <i>[Signature]</i>	Date 7/22/83	

16. For the cooperating country: The terms and conditions set forth herein are hereby agreed to Signature _____ Date _____ Title _____	17. For the Agency for International Development <i>[Signature]</i> 7/26/83 Signature Norman Cohen Date _____ Title AFR/PD, Director
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Forwarded AFR/PD/IPS 7/26/83 R

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SCOPE OF WORK

18. THE SCOPE OF TECHNICAL SERVICES REQUIRED FOR THIS PROJECT ARE DESCRIBED IN ATTACHMENT NUMBER 1 HERETO ENTITLED ~~STATEMENT OF WORK~~ "Program Description"

19. SPECIAL PROVISIONS

- A. LANGUAGE REQUIREMENTS (SPECIFY) French capability for expatriate positions
(IF MARKED, TESTING MUST BE ACCOMPLISHED BY AID TO ASSURE DESIRED LEVEL OF PROFICIENCY)
- B. ACCESS TO CLASSIFIED INFORMATION WILL WILL NOT BE REQUIRED BY TECHNICIAN(S).
- C. DUTY POST(S) AND DURATION OF TECHNICIANS' SERVICES AT POST(S) (MONTHS)
All CRS/Djibouti staff will be based in the capital city of Djibouti
- D. DEPENDENTS WILL WILL NOT BE PERMITTED TO ACCOMPANY TECHNICIAN.
- E. WAIVER(S) HAVE BEEN APPROVED TO ALLOW THE PURCHASE OF THE FOLLOWING ITEM(S) (COPY OF APPROVED WAIVER IS ATTACHED)
- F. COOPERATING COUNTRY ACCEPTANCE OF THIS PROJECT (APPLICABLE TO AID/W PROJECTS ONLY)
 HAS BEEN OBTAINED HAS NOT BEEN OBTAINED
 IS NOT APPLICABLE TO SERVICES REQUIRED BY PIO/T
- G. OTHER (SPECIFY)

20. BACKGROUND INFORMATION (ADDITIONAL INFORMATION USEFUL TO AUTHORIZED AGENT)

This project will continue and expand activities previously funded under Program Grant AID/Afr-G-1603

21. SUMMARY OF ATTACHMENTS ACCOMPANY THE PIO/T (INDICATE ATTACHMENT NUMBER IN BLANK)

- 2 DETAILED BUDGET IN SUPPORT OF INCREASED FUNDING (BLOCK 12)
- _____ EVALUATION CRITERIA FOR COMPETITIVE PROCUREMENT (BLOCK 14)
- _____ JUSTIFICATION FOR NON-COMPETITIVE PROCUREMENT (BLOCK 14)
- 3 STATEMENT OF WORK (BLOCK 18)
- _____ WAIVER(S) (BLOCK 19) (SPECIFY NUMBER)

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22. Relationship of Contractor or Participating Agency to Cooperating Country and to AID

A. Relationships and Responsibilities

See continuation sheet pg. 4

B. Cooperating Country Liaison Official

To be established with appropriate government officials in Djibouti

C. AID Liaison Officials

AID Representative/Djibouti

LOGISTIC SUPPORT

23. Provisions for Logistic Support

A. Specific Items (Insert "X" in applicable column at right. If entry needs qualification, insert asterisk and explain below in C. "Comments")	IN KIND SUPPLIED BY		FROM LOCAL CURRENCY SUPPLIED BY		TO BE PROVIDED OR ARRANGED BY SUPPLIER
	AID	COOPERATING COUNTRY	AID	COOPERATING COUNTRY	
(1) Office Space					X
(2) Office Equipment					X
(3) Housing and Utilities					X
(4) Furniture					X
(5) Household Equipment (Stoves, Refrig., etc.)					X
(6) Transportation in Cooperating Country					X
(7) Transportation To and From Country					X
(8) Interpreter Services/Secretarial					X
(9) Medical Facilities					X
(10) Vehicles (official)					X
(11) Travel Arrangements/Tickets					X
(OTHER SPECIFY)					
(12)					
(13)					
(14)					
(15)					

B. Additional Facilities Available From Other Sources

APO/FPO

PX

COMMISSARY

Under exceptional circumstances CRS may use pouch facilities with USAID approval

OTHER (Specify, e.g., duty free entry, tax exemption)

CRS American staff may have access to PX sales from US Navy ships with USAID approval

An existing agreement between CRS and GROD, signed 27 May 1979, permits CRS to import duty free all commodities related to the implementation of this grant.

As CRS is a Private Voluntary Organization (PVO), all other logistical support is the responsibility of the grantee.

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1. Cooperating County
Djibouti

2.a. Code No.

2.b. Effective Date

2.c. Original OR Amendment No. _____

3. Project/Activity No. and Title
603-0014
Nutrition Outreach

Indicate block numbers.

Use this form to complete the information required in any block of a PIO or PA/PR form.

1. CRS-AID Relationship

This grant will fund the CRS activity described in the Scope of Work for the 27-month period 1 February 1983 - 1 May 1985.

All official reporting to the Government of the Republic of Djibouti (GROD) concerning local institutions will be shared with USAID before transmittal either by CRS or USAID, whereas other CRS contacts with the GROD such as the development of the nutrition program (with the Ministry of Health, for example) will be dealt with directly by CRS. However, a close collaboration between CRS/Djibouti and USAID/Djibouti is expected at all times.

2. CRS/GROD Relationships.

CRS/Djibouti will be working in coordination with the Ministry of Health, Ministry of Education, and/or other GROD designated agencies. Further, CRS/Djibouti will be providing technical assistance to these agencies to help develop and strengthen them institutionally.

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Attachment 1

Purpose of Grant/Background

The \$1,000,000 in ESF grant funds for this activity has been authorized by the Assistant Administrator for the Africa Bureau. (Copy attached.) Funding is intended for Life of Project financing to support continued operation of the CRS program in Djibouti as described in the Program Description below.

A specific amount of this grant (\$35,000) is designated for use by CRS/Djibouti, in cooperation with local government and private agencies, for micro-project assistance benefitting refugees and needy Djiboutians.

Another specific block of funds (\$35,000) is earmarked for training of Djiboutians who participate or assist in CRS/Djibouti activities.

In addition to the above activities, CRS/Djibouti will execute a nutrition program involving the delivery of PL 480 Title II commodities, in coordination with local government and private agencies, to refugees and needy Djiboutians.

Program Description

CRS will be required to accomplish the following scope of work:

1. To maintain and operate a CRS/Djibouti mission for 27 months, involving the following actions:
 - a. Recruitment and support of 3 expatriate professionals and recruitment, support and training of 20 local support staff.
 - b. Renting office space, purchasing office supplies and equipment, and otherwise financing operating expenses.
 - c. Renting housing space and purchasing household equipment for expatriate staff.
 - d. Purchasing and maintaining vehicles necessary for performance of CRS/Djibouti country program.

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e. If total procurement for this grant is \$250,000 or less, the recipient shall procure in the following order of preference: the United States, Djibouti, Geographic Code 941 countries, Geographic Code 935 countries. If the total procurement is more than \$250,000, procurement is limited to the United States.

2. To operate a food and nutrition (F/N) program serving primarily Djiboutian mothers and children. The major goal of the F/N program will be to combat malnutrition and hunger among the most vulnerable groups of the Djiboutian population. Accordingly, the F/N program will undergo progressive changes of emphasis as the UNHCR refugee resettlement program takes effect. In final form the program will be distributing Title II (and possibly other) foods to the Djiboutian nationals most in need of food supplements.

CRS will utilize logistical and management techniques developed during past projects to ensure maximum efficiency.

3. To work with the Ministry of Health in training and supervising Djiboutian health center personnel to enable such personnel to implement an effective maternal-child health program.

4. To work similarly with the Ministry of Education to enable that agency to implement an effective school feeding program.

5. To work with the Fisheries Cooperative, the local private sector, and other agencies to promote increased use of locally caught fish.

6. To provide technical assistance to the GROD welfare service ONARS ("Office National d'Assistance aux Refugies et aux Sinistres") and/or other designated agencies to enable ONARS (or other designated agencies) to manage proper delivery of CRS-sponsored foods to authorized distribution sites.

7. In carrying out the tasks in paragraphs 3 - 6 above CRS will provide specialized continuing training and counsel to present and future personnel of these agencies to improve performance, accounting, monitoring and

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reporting of their activities. Such training may also strengthen the GROD agency/agencies' abilities:

a. To plan food-aid requests by the GROD to foreign donors, including the presentation of a National Food Assistance Plan on an annual basis;

b. To execute assistance to refugees and the needy not specifically covered by food aid (such as management of refugee camps, census of refugee or other populations, coordination with UNHCR, etc.) which may affect the internal organization of food-aid management, and particularly to ensure an orderly phase-down and redirection of assistance to refugees as the present refugee population is repatriated.

8. To manage direct project assistance funded both from this grant and from other CRS sources, implemented in cooperation with local government and private agencies for the benefit of refugees and needy Djiboutians. A specific amount (\$35,000) of this grant will be managed by CRS/Djibouti for small project activities to sustain and develop the productivity of arid and semi-arid land at targetted locations.

9. To manage and implement any additional AID grants that may be made to CRS/Djibouti (Outreach, OPG, AIP, etc.) in furtherance of its country program.

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Reporting Requirements

Information collected from the CRS Growth Surveillance System will be made available to USAID/Djibouti.

Quarterly narrative and fiscal reports, outlining all F/N program activities, project assistance activities, and progress in strengthening GROD counterpart organizations, will be submitted by CRS/Djibouti to CRS/NY and to USAID/Djibouti, and by CRS/NY to AID/W in three copies until termination of the grant.

At approximately the midpoint of the program a joint CRS/AID/GROD evaluation of the program will be carried out

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with a view to assessing progress in meeting stated program objectives and making recommendations for future implementation. Through site visits, discussions with involved parties, and review of project documentation the team will assess the MCH, SF, FFW and Fish Promotion programs with particular attention to:

- a. Objectives and expectations of programs as defined by USAID, CRS and GROD and extent to which specified program objectives are being met;
- b. Organization: how programs function;
- c. Target groups: description of target groups actually being served by the program.

The team will attempt to ascertain the extent to which the CRS programs are strengthening the institutional capacity of the GROD to implement effective programs.

Standard PL-480 Title II reporting will also be carried out.

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Attachment 2

ILLUSTRATIVE BUDGET

This grant will provide \$1,000,000 from Economic Support Funds for project funding. This \$1,000,000 shall be used by CRS to finance the following items for operations in Djibouti during the life of the project. (See Attachment #2 to Action Memorandum for full explanation/definition of line items):

<u>Item</u>	<u>Amount (\$)</u>
1. Personnel	
a) Expatriate staff (3)	174,150
b) Consultation	22,000
2. Participant Training	
a) In-country Training	18,000
b) Outside Training	17,000
3. Commodities	
a) Misc. Office Equipment	13,717
b) Vehicles	46,500
c) Food & Nutrition Equipment	12,000
d) Fish Promotion	35,000
e) Development Activities	35,000
4. Other	
a) Housing (3)	121,500
b) Office Rental / Utilities Supplies / Communications	70,200
c) Local-National Office Staff	281,083
d) Vehicles Operation/Maintenance and Insurance	50,500
e) MCH Centers Storeroom Renovations	25,000

SUBTOTAL	921,650
5. CRS/NY Overhead at 8.5%	78,340

TOTAL	999,990

CRS will apply these funds within a 15% range of flexibility among above line items as necessary to achieve program objectives, not exceeding the total of \$999,990.

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