

PD-BAP422

OFFICIAL PROJECT DOCUMENT

GRANT PROJECT AGREEMENT

Between the United States of America, acting through the Agency for International Development (AID)

AND

The Government of Liberia

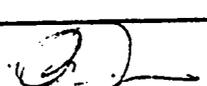
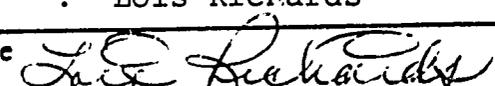
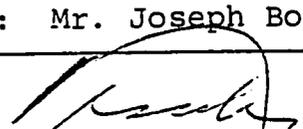
(Grantee)

1. Project Title: Liberia Social-Institutional Profile	2. AID Project Number: 698-0135.01
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The above-named parties hereby mutually agree to carry out the Project described in this Agreement in accordance with (1) the terms of this Agreement, including any annexes attached hereto, and (2) any general agreement between the two governments regarding economic or technical cooperation.

3. Amount of AID Grant \$ 50,000	4. Grantee Contribution to the Project \$ _____ 1/	5. Project Assistance Completion Date September 15, 1984
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6. This Agreement consists of this title page and; Annex A, Project Description; Annex B, Illustrative Budget; and Annex C, Project Agreement Standard Provisions.

7. For the Grantee Typed Name: Mr. Emmanuel Gardiner	8. For the Agency for International Development Typed Name: Lois Richards
Signature 	Signature 
Title: Minister of Planning and Economic Affairs	Title: Mission Director
Date: September 14, 1983	Date: September 14, 1983
Typed Name: Mr. Joseph Boakai	FUNDS AVAILABLE  USAID Controller
Signature 	
Title: Minister of Agriculture	
Date: September 14, 1983	
Appropriation: 72-1131021 BPC: GDA-83-21669-DG61	

1/ The GOL contribution to the project will be the time devoted by Ministry officials in coordinating the effort. No dollar amount can be attributed to this contribution.

PROJECT AGREEMENT

Annex A

PROJECT DESCRIPTION

1. Project Title: Liberia Social-Institutional Profile	2. AID Project Number: 669-0203
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3. Project Purpose: The purpose of the social institutional profile is to define and analyze the social and institutional factors which affect management of agricultural development in Liberia in order to expand the base of information upon which to make judgments regarding strategy development, programing, project identification, project design and implementation.

a. Background: Since 1955, USAID/Liberia has provided assistance in many forms to many GOL ministries and agencies in the area of management and administration. Despite a considerable US commitment to help improve Government administration, serious pervasive problems remain. For any program to be effective, it must be adapted to Liberian culture and environment. Attempts to apply standard "Western" approaches to management without adequate adaptation to the socio-cultural and institutional environment found in a Liberian organization will be unlikely to achieve positive results. Indeed, the work of a number of writers (in many disciplines) has drawn attention to the dangers of assuming that "Western" management approaches are appropriate in environments with different social-cultural profiles.

The Social Institutional Profile (SIP) of Liberia

will define and analyze the social and institutional factors which affect management of agricultural development in Liberia in order to expand Liberia's base of information upon which to make judgements regarding strategy, programming, project identification, project design and implementation.

The Social and Institutional Profile for Liberia will identify factors affecting institutional development in the agricultural sector. Within this context, a contract team will analyze both public and private sector agricultural institutions at all levels.

b. Duties and Responsibilities of the Contractor: A contract team shall provide professional services as described herein. The contractor will be responsible for:

(1) providing a Chief of Party for the technical assistance team to ensure that all analysis are complete, submitted on time, and incorporated into a final draft report;

(2) providing for all administrative managerial and secretarial support needed to conduct and complete the SIP;

(3) providing the services of 3 specialists with the following technical skills: public administration and management, sociology and anthropology, and political science; and

(4) ensuring that all data collection and analyses are in accordance with the SIP format and scope of work described below.

c. Scope of Work of the Contractor: The document prepared by the contractor should include:

(1) Executive Summary

(2) Analytical Description of public and private sector institutions (agricultural) such as:

(a) Government Ministries: Ministry of Agriculture, Ministry of Internal Affairs (formerly Local Government), Ministry of Rural Development, Ministry of Defense (Batallion for Agriculture)

(b) Concessions: LAC (Bassa), Firestone, etc.

(c) Parastatals: LPMC, LPPC, LCCC, etc.

(d) Quasi-public: AGRIMECO, Mesurado, LIBSUCO, Decoris, ADPS, Ag. Coops.

(e) Private: Large private farms (some now under Bureau of Reacquisition), small scale commercial farms; small holder organizations.

(f) Other: Church organized institutions, PFP, etc.

These institutions should be analyzed in terms of:

(i) Agricultural Institutional Development in Liberia's historical context

(ii) Financial, Logistical and Structural constraints on Institution Building

(iii) Agricultural policy framework and level and degree of implementation

(iv) Assessment of Management (structure, function, attitude)

- Policy Basis

- Recruitment, promotion, incentives

- Patterns of communication, information dissemination

- Personal/organizational accountability
- Patterns of decision-making/administration/management styles and delegation
- Attitude toward government in general, government employment and motivation
- Social/political impact on administrative practices, teamwork, loyalty
- Technical background to determine whether there is sufficient qualified manpower or whether there is misuse of qualified individuals

(3) Assessment of institutions to include:

(a) Analysis of the social-cultural determinants of management behaviour with specific reference to how political, economic, familial, religious and educational factors affect the viability of the institution.

(b) Identification of those factors which contribute to effective administration and management; discuss and analyze patterns of decision making (formal and informal).

(c) Discussion of organizational membership. Where access is constrained, an analysis of the nature of these constraints.

(d) Discussion of the inter-relationships between institutions.

(e) Description and analysis of the relationship among public and private sector institutions. Where there is effective interaction, an analysis of the reasons why this has occurred and how it has contributed to or hindered in meeting the goals of the institutions.

(4) Recommendations. The contractor should identify:

(a) Potential ways for developing management capabilities in Agricultural Sector;

(b) Cultural/Societal/Attitudinal factors to be given special consideration during project design and suggested means for addressing them; and

(c) Priority areas where further assessment, analytical work, and baseline data collection would profitably contribute to project and program formulation should be described in detail.

d. The work schedule for the contractor follows:

(1) Phase I (2 weeks)

The team will review documentary data available outside Liberia and will conduct interviews with Liberian scholars to elicit information not otherwise found in written literature on Liberia. Prior to arrival in Liberia, the team will spend approximately two (2) weeks reviewing pertinent literature and documents; at least 1 week of this time will be spent in Philadelphia, Pennsylvania at Liberia Studies Institute. In addition, the team will draft working papers on salient issues which emerge from their literature review, and will identify data gaps.

(2) Phase II (8 weeks)

The team will spend eight (8) weeks in Liberia to conduct the SIP. Upon arrival in Monrovia, the SIP team will submit issues papers, a work plan specifying the methodology envisioned for undertaking the SIP exercise and a schedule for up-country travel. During the first week in-country and periodically thereafter, the team will meet with MPEA, the project officer and other interested parties, to refine the scope of work and to review progress.

During the 6-8 week period, the team together with Liberian social scientists, will conduct in-depth investigations and analyses of previously identified issues through (a) interviews

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with government and non-government officials (2) intensive examination of relevant literature and records and (3) appropriate field trips. The contractor will present findings to USAID and GOL one (1) week prior to departure and a preliminary report will be left with USAID before departure of team leader.

(3) Phase III (4 weeks)

The final four (4) weeks will be allocated to final analysis of information gained through research and the writing of the final report.

(4) Format

The main body of the report will not exceed 100 single spaced type pages. Contractor will submit five (5) copies of the preliminary report at the conclusion of Phase II to USAID/Liberia and one (1) copy to AID/W project officer.

Contractor will submit fifteen (15) copies of the final report at the conclusion of Phase III above to AID/W project officer. To facilitate periodic revision and updating, the final report should be produced in loose-leaf format.

4. Special Provisions:

a. This limited scope Agreement provides \$50,000 for obligation in FY 1983. An additional \$116,000 will be obligated in FY 1984, assuming funds are available.

b. The contractor will be selected competitively in conformance with AID procurement regulations.

c. This Annex and all other Annexes to the Project Agreement may be amended by mutual agreement of the parties in Project Implementation Letters.

ANNEX B

ILLUSTRATIVE BUDGET

1. Salaries

Team Leader	110 days X 200 =	22,000
Public Administration	50 days X 180 =	9,000
Sociologist/Anthropologist	50 days X 180 =	9,000
Political Scientist	50 days X 180 =	9,000
Liberian Social Scientists (2)	110 days X 180 =	19,800
Field Assistants (2)	96 days X 30 =	<u>2,880</u>
Subtotal		71,680

2. Over head (55% of salaries) 39,424

3. Insurance 1,800

Total for T.A. 112,904

4. International Travel

4 round trips X 2,200 = 8,800

Per Diem

Monrovia 200 days X 92 = 18,400

Rural Liberia 100 days X 42 = 4,200

USA 60 days X 72 = 4,320

5. In-Country Travel 8,000

6. Miscellaneous (Office space, reproduction facilities) 4,156

7. Secretarial Service 5,000

Grand Total \$165,780

rounded to \$166,000

PROJECT AGREEMENT

PROAG STANDARD PROVISIONS ANNEX

A. Reference to 'this Agreement' means the original Project Agreement as modified by any revisions which have entered into effect. Reference to 'cooperating country' means the country or territory of the Grantee.

B. (1) AID will make available the amount specified in Block 3 of this Agreement, as necessary for the Project, as may be further described in Annex A.

(2) The Grantee will make available the amount specified in Block 4 of this Agreement, as necessary for the Project, as may further be described in Annex A. The Grantee will also make, or arrange to have made, additional contributions of property, services, facilities and funds required for carrying out the Project as specified in Annex A.

C. AID and the Grantee may obtain the assistance of other public and private agencies in carrying out their respective obligations under this Agreement. The two parties may agree to accept contributions of property, services, facilities and funds for purposes of this Agreement from other public and private agencies, and may agree upon the participation of any such third party in carrying out activities under this Agreement.

D. Except as otherwise specified herein or subsequently agreed by the parties, all contributions of the parties pursuant to this Agreement shall be made on or before the Project Assistance Completion Date, or amended date. A contribution of goods or services shall be considered to have been made when the services have been performed and the goods furnished as contemplated in this Agreement. Disbursement of funds may take place after final contributions have been made, but AID shall not be required to disburse funds hereunder after the expiration of nine months following the estimated Project Assistance Completion Date (Block 5 of this Agreement) or any amended Project Assistance Completion Date specified.

E.. The procurement of commodities and services to be financed in whole or in part by AID may (where so required by AID procedures) be undertaken only pursuant to Project Implementation Orders (PIOs) issued by AID.

F. Unless otherwise specified in the applicable PIO or Project Implementation Letter (PIL), the procurement of commodities imported specifically for the Project and financed with the AID contribution referred to in Block 3 of this Agreement shall be subject to the provisions of AID Regulation 1.

G. Unless otherwise agreed by the parties or otherwise specified in the applicable PIO, title to all property procured through financing by AID pursuant to Block 3 of this Agreement shall be in the Grantee, or such public or private agency as it may authorize.

H. (1) Any property furnished to either party through financing by the other party pursuant to this Agreement shall, unless otherwise agreed by the party which financed the procurement, be used effectively for the purposes of the Project in accordance with this Agreement, and upon completion of the Project, will be used so as to further the objectives sought in carrying out the Project. Either party shall offer to return to the other, or to reimburse the other for, any property which it obtains through

financing by the other party pursuant to this Agreement which is not used in accordance with the preceding sentence.

(2) Any funds provided to either party pursuant to this Agreement which are not used in accordance with this Agreement, shall be refunded to the party providing the funds.

(3) Any interest or other earnings on funds provided by AID to the Grantee under this Agreement will be returned to AID by the Grantee.

I. (1) If AID and any public or private organization furnishing commodities through AID financing for operations hereunder in the cooperating country, is, under the laws, regulations or administrative procedures of the cooperating country, liable for customs, duties and import taxes on commodities imported into the cooperating country for purposes of carrying out this Agreement, the Grantee will pay such duties and taxes unless exemption is otherwise provided by any applicable international agreement.

(2) If any personnel (other than citizens and residents of the cooperating country), whether United States Government employees, or employees of public or private organizations under contract with, or individuals under contract with AID, the Grantee or any agency authorized by the Grantee, who are present in the cooperating country to provide services which AID has agreed to furnish or finance under this Agreement, are under the laws, regulations or administrative procedures of the cooperative country, liable for income and social security taxes with respect to income which they are obligated to pay income or social security taxes to the Government of the United States of America, for property taxes on personal property intended for their own use, or for the payment of any tariff or duty upon personal or household goods brought into the cooperating country for the personal use of themselves and members of their families (not including such personal or household goods as may be sold by any such personnel in the cooperating country) or if any firm, not normally resident in the cooperating country, is liable for income, receipts, or other taxes on work financed by AID hereunder, the grantee will pay such taxes, tariff, or duty unless exemption is otherwise provided by any applicable international agreement.

J. If funds provided by AID are introduced into the cooperating country by AID or any public or private agency for purposes of carrying out obligations of AID hereunder, the Grantee will make such arrangements as may be necessary so that such funds shall be convertible into currency of the cooperating country at the highest rate which, at the time the conversion is made, is not unlawful in the cooperating country.

K. AID shall expend funds and carry on operations pursuant to this Agreement only in accordance with the applicable laws and regulations of the United States Government.

L. The two parties shall have the right at any time to observe operations carried out under this Agreement. Either party during the term of the Project and for three years after the completion of the Project shall further have the right (1) to examine any property procured through financing by that party under this Agreement, wherever such property is located, and (2) to inspect and audit any records and accounts with respect to funds provided by, or any properties and contract services procured through financing by, that party under this Agreement, wherever such records may be located and maintained. Each party, in arranging for any disposition of any property procured through financing by the other party under this Agreement, shall assure that the rights of examination, inspection and audit described in the preceding sentence are reserved to the party which did the financing.

M. AID and the Grantee shall each furnish the other with such information as may be needed to determine the nature and scope of operations under this Agreement and to evaluate the effectiveness of such operations.

N. The present Agreement shall enter into force when signed. Either party may terminate this Agreement by giving the other party thirty (30) days written notice of intention to terminate it. Termination of this Agreement shall terminate any obligations of the two parties to make contributions pursuant to Blocks 3 and 4 of this Agreement, except for payments which they are committed to make pursuant to noncancellable commitments entered into with third parties prior to the termination of the Agreement. It is expressly understood that the obligations under paragraph H relating to the use of property or funds shall remain in force after such termination. In addition, upon such termination AID may, at AID's expense, direct that title to goods financed under the Grant be transferred to AID if the goods are from a source outside the Grantee's country, are in a deliverable state and have not been offloaded in ports of entry of the Grantee's country.

O. To assist in the implementation of the Project, AID, from time to time, may issue PILs that will furnish additional information about matters stated in this Agreement. The parties may also use jointly agreed-upon PILs to confirm and record their mutual understanding on aspects of the implementation of this Agreement.

P. The Grantee agrees, upon request, to execute an assignment to AID of any cause of action which may accrue to the Grantee in connection with or arising out of the contractual performance or breach of performance by a party to a direct U.S. Dollar contract with AID financed in whole or in part out of funds granted by AID under this Agreement.

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