

PD BAP 487

1. INITIAL STARTING DATE (Mo., Day, Yr.) 7-31-1983		<b>PASA</b> <b>PARTICIPATING AGENCY SERVICE AGREEMENT</b> <b>BETWEEN THE AGENCY FOR INTERNATIONAL</b> <b>DEVELOPMENT AND</b>	6. <input checked="" type="checkbox"/> PASA ORIGINAL <input type="checkbox"/> PASA AMENDMENT	
2. PROJECTED COMPLETION DATE (Mo., Day, Yr.) September 30, 1984			7. PASA NUMBER	
3. CATEGORY <input type="checkbox"/> TDY <input type="checkbox"/> ASSIGNED		Peace Corps, Maseru	8. COUNTRY/AID/W OFFICE LESOTHO	
4. DURATION OF FUNDING <input type="checkbox"/> CURRENT YEAR <input type="checkbox"/> FORWARD FUNDING		5. PROJECT NO. AND TITLE 698-0506.32, Small Project Assistance Program, Lesotho		9. TYPE <input type="checkbox"/> REIM. <input checked="" type="checkbox"/> GRANT <input type="checkbox"/> LOAN
				10. YEAR FY 19

**OFFICIAL PROJECT DOCUMENT**

11. FUNDING			
A. CITATIONS	(1) APPROPRIATION NO. 72- 1131021.3	(2) ALLOTMENT NO. GDA-83-21632-AG12	(3) PIO/T/OBLIGATION NO.
B. AMOUNT	(1) INITIAL OR CURRENT 40,000.00	(2) CHANGE (+ OR -)	(3) NEW TOTAL 40,000.00
C. TOTAL PROJECT COSTS	(1) PRIOR YEARS (FOR CONTINUOUS PROJECTS)	(2) FUTURE YEARS (INCLUDE CURRENT FUNDING-BLOCKS B(1) OR B(3))	(3) ESTIMATED TOTAL
D. PRINCIPAL COST COMPONENTS (BLOCK 5)	(1) SALARIES, DIFFERENTIAL AND BENEFITS	(2) TRANSPORTATION INCLUDING PER DIEM	(3) MISCELLANEOUS 40,000.00
			(4) OVERHEAD N/A
E. SUPPLEMENTAL AID SUPPORT	(1) INITIAL OR CURRENT	(2) CHANGE (+ OR -)	(3) NEW TOTAL

12. STATEMENT OF PURPOSE

Small Project Assistance (SPA) Project. The purpose of the SPA project is to finance small village level activities by Peace Corps ("PC") Volunteers and selected by the PC Principal Country Representative in Lesotho. The project is designed to encourage and support self-help efforts by local communities by funding projects directly.

In implementing the SPA project, the Peace Corps agrees to provide the services in accordance with Appendix A, "Approved Process and Financial Procedures;" Appendix B, "Memorandum of Understanding Between the Agency for International Development ("AID") and the Peace Corps on the Use of Small Project Assistance (SPA) Funds," dated January 28, 1983; and Appendix C, "Small Project Assistance (SPA) Program: Guidance and Procedures."

13. GOVERNING PROVISIONS: PURSUANT TO THE GENERAL AGREEMENT DATED See Block 12 above BETWEEN AID AND THE Peace Corps, THE AGENCY NAMED ABOVE AGREES TO PROVIDE THE SERVICES OUTLINED IN BLOCK 12 AMPLIFIED AS NEEDED BY APPENDIX A UNLESS OTHERWISE AUTHORIZED BY AID, ALL SERVICES SHALL BE OF U.S. ORIGIN ANY APPENDICES ATTACHED HERETO ARE CONSIDERED PART OF THIS PASA.

14. SIGNATURES

NAME: <u>William McCoy</u>	NAME: <u>Edna A. Boorady</u>
TITLE/OFFICE: <u>Peace Corps Director</u>	TITLE/OFFICE: <u>CHIEF, PARTICIPATING AGENCY BRANCH CONTRACT MANAGEMENT, AID</u>
DATE: <u>July 28, 1983</u>	DATE: <u>July 29, 1983</u>

15. APPENDICES <input type="checkbox"/> APPENDIX A - SCOPE OF WORK <input type="checkbox"/> APPENDIX B - BUDGET PLAN <input type="checkbox"/> OTHER/REFERENCE	16. NEGOTIATING OFFICERS AID: AGENCY:
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Approval Process and Financial ProceduresA. REVIEW/APPROVAL PROCESS

All requests for assistance received by the Peace Corps shall be screened by Associate Peace Corps Director(s) (APCDs) within the Peace Corps and reviewed by the Peace Corps Country Director. Requests which are considered deficient or incomplete may, at the recommendation of the Associate Peace Corps Director(s) (APCDs) or the Peace Corps Director, be returned to the person, group or organization requesting such assistance for revision and resubmission.

Requests approved by the Peace Corps shall be forwarded to USAID for review/comment. The Peace Corps shall insure all forwarded proposals are complete, contain sufficient technical detail to permit consideration and action and identify or describe clearly: the requesting party/group/organization; the purpose of the activity, and the objectives or outputs expected from the activity to be supported. Any technical assistance that is required or expected from any agency is to be identified as is the nature and value of any contribution, in cash or in kind, that is expected from the organization or community receiving the assistance. Lastly, all payment provisions for the implementation of the activity are to be clearly spelled out. In keeping with the self-help concept, preference will be given to those activities which include a community or group contribution which may be in cash or in kind, i.e., labor, materials, etc. The results of the technical review conducted by the Peace Corps shall be included with the proposal sent to USAID.

Upon receipt, the USAID Director, or designee, shall review the request for assistance as well as the results of the Peace Corps technical review. All proposals will also be cleared by USAID Controller who shall insure that the payment provisions are adequately described and that funds are available to support the proposed activity. As necessary, the Director, or designee, shall consult with the technical divisions/officers within the USAID. Clearance on the requests for assistance shall be provided within 10 working days after receipt. Should any issues or questions arise with respect to the activity under consideration, they shall be immediately communicated to the Peace Corps Director for action/response. If the differences/issues cannot be satisfactorily resolved, consideration of the activity will be dropped.

The purpose of the USAID review/clearance is to insure the proposed activity:

- does not conflict with or duplicate ongoing or planned .A.I.D. or other donor activities
- is in conformity with the procedures and guidelines established herein for the Small Project Assistance Project
- is properly supported by documentation which clearly describes: the activity, the outputs or objectives to be achieved, the nature of any community or group contribution that is expected, and identifies any technical assistance which may be required to permit

project implementation and achievement of activity objectives

- has clearly and accurately described the payment procedures which must be followed and that funds are available to support the activity proposed

In general, the USAID review/clearance will not consist of a detailed or indepth evaluation of an activity's technical feasibility, the project's location, or the activity's financial feasibility. These aspects are to be reviewed by Peace Corps prior to forwarding of the activity request to USAID.

After review/clearance by the USAID Director, or designee, and the USAID Controller, the requests for assistance shall be returned to the Peace Corps Director for final selection of the activities to be funded and the preparation and signing of the Individual Activity Agreement (IAA's). Upon finalization, a copy of the signed agreement will be returned to the USAID Financial Controller to record the subobligation.

#### B. FINANCIAL PROCEDURES

The USAID/Lesotho Controller will maintain official accounting record for the Small Project Assistance Country Agreement and for the Individual Activity Agreement (IAA). The Controller's Office will assign an IAA number for each activity following clearance of the IAA by the USAID Director, or designee.

The Controller's Office will provide a status report on the availability of funds on a quarterly basis. That Office will also provide special funding reports at other times if requested by the Peace Corps or USAID.

Disbursement procedures will be determined by the USAID Controller based on the requirements of the individual project. If a grant is made to a local organization, the USAID Controller must determine that the grantee has the necessary financial management capability before funds may be disbursed directly to the grantee. Financial procedures shall be in accordance with A.I.D. regulations.

MEMORANDUM OF UNDERSTANDING  
BETWEEN THE AGENCY FOR INTERNATIONAL DEVELOPMENT (AID)

AND THE PEACE CORPS

ON THE

USE OF THE SMALL PROJECT ASSISTANCE (SPA) FUNDS

DATE: January 28, 1983

I. PURPOSE

The purpose of this Memorandum of Understanding (MOU) between the Peace Corps (PC) and the Agency for International Development (AID) is to define the procedures under which SPA funds will be provided by AID to finance small village level activities developed by Peace Corps Volunteers and selected by PC Principal Country Representatives in countries where PC & AID both have programs. The program is designed to encourage and support self-help efforts by local communities by funding projects directly rather than through central governments.

II. AUTHORITY

SPA activities are authorized by and must be conducted within the terms of the Foreign Assistance Act of 1961, as amended (the "FAA"). AID/W has redelegated this authority to each AID principal officer, in the participating countries to obligate up to \$40,000 in any given fiscal year for SPA activities. Individual activities must meet the criteria set forth in this document and have an estimated cost of no more than \$10,000 within the \$40,000 per year limit.

III. RESPONSIBILITY

Responsibility for the selection of SPA activities is vested in the principal Peace Corps officer in the country. A process for approval of SPA activities is to be determined jointly by the principal AID officer and the principal Peace Corps officer in each country. The extent of involvement of the AID Mission in the approval process is left to the mutual agreement of the principal AID and PC officers in each country. AID and PC Washington are prepared to accept delegation of the approval authority to the principal PC officer in each country

C. Activity identification: Activities may be identified by Peace Corps Volunteers, PC and AID overseas staff, or the staffs of PC's Office of Program Development or AID's Office of Multisectoral Development, Science & Technology Bureau.

D. Activity Proposals: Activity proposals shall in all cases be developed by Peace Corps Volunteers in conjunction with local groups and will be selected by the PC principal officer.

E. Approval Criteria: Activities selected by the PC principal officer must meet the following requirements:

1. The activity must be scheduled for completion within one year of its commencement.
2. The estimated contribution of SPA Funds toward completion of the activity must not exceed \$10,000.
3. It must involve development in the broad areas of food, energy, competitive enterprise development, and/or income generating activities.
4. It must not encourage reliance on U.S. assistance.
5. The activity must be conceived and implemented in conjunction with a local community organization or group.

F. Individual Activity Agreement (IAA): The Peace Corps will provide the AID Mission with an IAA for each activity which will incorporate the activity proposal. The IAA will be signed by the representative of the local organization benefitting from the activity who will be responsible for receipt and expenditure of the funds and the Peace Corps Volunteer.

G. Technical Assistance: PC/W, through a PASA with AID/W, will provide programming and technical assistance to PC Volunteers to facilitate the development and implementation of community-based projects supported by the SPA fund.

H. Reporting Requirements: PC will provide AID with such program and financial reports at such intervals as are agreed upon by the parties. Such reports shall include a completion report for each IAA and quarterly reports summarizing the status of SPA programs in participating countries. At the end of each fiscal year the principal Peace Corps officer will brief the appropriate local USAID staff regarding the experiences and lessons learned from the SPA activities funded

during the previous fiscal year. The purpose of the briefing is to ensure that the information obtained from SPA activities is available to the USAID for new project development.

I. Evaluation: AID in conjunction with PC shall perform an evaluation of the effectiveness of the PSA program during the second quarter of FY 1984. The evaluation team shall include staff representatives from each agency.

VI. ESTIMATED COST

The estimated cost of this MOU to AID is \$2.05 million per year in FY '83 and FY '84. Continuation of the program in FY '84 is subject to the appropriation of funds and the mutual agreement of the parties to continue.

VII. PERIOD OF PERFORMANCE

This MOU shall be effective upon signature and shall continue in effect until terminated upon thirty (30) days written notice of one party to the other.

\_\_\_\_\_  
Loret Ruppe  
Peace Corps Director

\_\_\_\_\_  
M. Peter McPherson  
AID Administrator

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

SMALL PROJECT ASSISTANCE (SPA) PROGRAM:  
GUIDANCE AND PROCEDURES

I. Overview

The SPA Program consists of two parts: a Small Project Assistance Fund of up to \$40,000 for each selected country in which both AID and Peace Corps operate, and a \$395,000 Participating Agency Service Agreement (PASA) with Peace Corps to provide technical and programming assistance in support of the SPA Fund.

The SPA Program is similar in concept to the Special Development Activities Program which has operated in Latin America and Caribbean countries since 1964, the Special Self-Help Program which has operated since 1965 in African countries, and the Accelerated Impact Program which has operated in Asia since 1979.

The intent of this funding mechanism is to finance quickly, with a minimum of red tape, small "self-help" activities which will have immediate impact at the community level. The SPA Program will utilize Peace Corps Volunteers (PCVs) working in conjunction with community groups in the identification and the implementation of these activities. This approach will facilitate the local self-help efforts by combining the PCVs' knowledge of local conditions and established working relationships of the community level with AID resources. The activities funded under this program will be in the broad areas of food, energy and competitive enterprise and/or support a productive income generating activity.

II. Small Project Assistance Fund

A. Authority

SPA projects are authorized by and must be conducted within the terms of the Foreign Assistance Act of 1961, as amended (the "FAA"). AID/W has redelegated this authority to each AID Principal Officer, in the participating countries to obligate up to \$40,000 in any given fiscal year for SPA activities. Individual activities must meet the criteria set forth in this document and have an estimated cost of no more than \$10,000.

B. Responsibility

1. Selection. Responsibility for the selection of SPA activities is vested in the principal Peace Corps officer in the country.
2. Approval. A process for approval of SPA activities is to be determined jointly by the principal AID officer and the principal Peace Corps officer in each country. The process is left to the mutual agreement of the principal AID and PC officers in each country. In keeping with the intent of the program, all efforts should be made to keep the period between selection by the principal Peace Corps officer and final approval of any given SPA activity to less than one month.
3. Obligation. Funds will be obligated by the AID Mission.

In order to reduce administrative burden and address implementation procedures an annual SPA Program Country Agreement will be executed between the principal AID and PC officials. This agreement will serve as the obligating document for AID for the total annual program and outline to the extent feasible the administrative and financial procedures to be used during the implementation of the SPA program. The Agreement must be cleared by the designated Controller for fund availability and to ensure that provisions are included to comply with cash management procedures, disbursement arrangements, proper documentation for expenditures, reporting, etc. The agreement should provide for an implementation period of not more than two years.

No SPA funds may be used to finance any administrative costs or overhead expenses of the Peace Corps or AID.

C. Criteria for Selection of SPA Activities

The Criteria set forth below are to assist the principal Peace Corps officer in selecting suitable SPA activities for implementation.

1. The activity must be scheduled for completion within one year of its commencement.
2. The estimated contribution of SPA Funds toward completion of the activity must not exceed \$10,000.

3. It must involve development in the broad areas of food, energy, competitive enterprise development, and/or income generating activities.
4. It must not encourage reliance on U.S. assistance.
5. The project must be conceived and implemented in conjunction with a local community organization or group.

D. Limitations on SPA Funds

Although considerable effort has been made to minimize the administrative burden, it should be recognized that legislative and regulatory requirements govern the use of foreign assistance funds and cannot be disregarded. SPA funds are subject to the same restrictions as other appropriated funds. While it is not possible to list all of those activities for which SPA funds may not be used, experience has shown that the most common types of activities for which SPA funds cannot be used are as follows:

1. costs associated with administration of SPA activities incurred by Peace Corps, AID or the cooperating community organization or group;
2. assistance to organizations to promote or conduct religious activities or construct religious facilities; however, many religious organizations sponsor and supervise local community activities which serve community needs rather than religious purposes. Such activities may receive SPA assistance provided they meet SPA criteria;
3. financing of police, military activities or prison programs;
4. purchase of ineligible commodities set forth in Handbook 15, Chapter 286; and
5. support of educational or other facilities used in significant part by U.S. employees or their dependents.

E. Funding Restrictions

Between the criteria and limitations on the use of SPA funds, there are several types of activities which may or may not be undertaken, depending on the nature of the activity. Those arising most often are as follows;

1. Training: Training would not normally meet the SPA criteria because only a very limited number of people benefit directly from such training. However, providing or financing the practical training costs of a local official, of a community member or of a PCV SPA project manager as an integral part of an overall local community development program could be a legitimate SPA activity. In such cases, the potential multiplier effect is to be the determining factor in deciding whether or not such proposal generally meets the SPA criteria.
2. Personal Services: The financing of personal services is normally discouraged. However, financing the personal services of a local artisan or a local professional in certain cases may enhance the success of a SPA activity. The securing of such personal services must be restricted to a local source or, at most, must be from within the cooperating country. These services are to be short-term normally, for example, 90 days or less.
3. Vehicles: Under most conditions, SPA funds are not to be used to purchase vehicles. However, there may be times when a SPA activity may legitimately require the purchase of a vehicle (e.g., a vehicle to enhance a small farm to market activity). All activity proposals involving the purchase of a vehicle must be submitted to AID/ST/MD for approval.
4. Transportation Costs: SPA funds may be used to finance all transportation costs connected with commodities procured for uses in SPA activities, except costs for ineligible transportation media (e.g., Soviet Bloc and proscribed ships). Inland transportation costs are considered to be a legitimate cost component of commodity procurement.
5. Procurement: Most procurement source requirements are waived as set forth in AID Handbook 1, Chapter 16 - Supplement B.

F. Activity Selection, Approval and Reporting

1. Individual Activity Agreement

The Peace Corps Volunteer, in conjunction with a local group, submits to the principal Peace Corps Officer a proposal following the format of an Individual Activity Agreement.

The proposed IAA should provide sufficient information to assess project suitability and include the following elements:

a. Cover Sheet which includes:

1. Simple budget.
2. AID accounting data: appropriation, budget allowance, IAA and project numbers.
3. Maximum dollar amount of the U.S. grant.
4. Activity implementation period.
5. Terminal date for issuing implementing documents.
6. Authority under which the IAA is executed, i.e., the date of the Bilateral or Country Agreement between USG and host country and the FAA 1961, as amended, and the SPA Program Country Agreement.
7. Authorized local organization and USG signatures and concurrences as required.

b. The Agreement text which includes:

1. A brief description of the activity.
2. The expected specific impact and how the impact will be observed and measured, including estimated number of beneficiaries.
3. The amount of financing from the U.S. government expressed in dollars and a description of what the funds will finance. A simple budget, in local currency, showing items to be purchased should be attached as part of the Cover Sheet.
4. A statement of the contribution from the local community or organization in terms of work, commodities or funds.

5. A statement of technical assistance requested under the Peace Corps PASA, where applicable.
6. The dates on which implementation is expected to begin and end.
7. The name of the Peace Corps Volunteer and/or the individual in the local organization or community either of whom will monitor project implementation and expenditure of funds.

If the proposal is selected for funding by the principal Peace Corps officer it is his/her responsibility to obtain concurrence of the principal AID officer as required. An IAA bearing the signatures of authorized representatives of the local group, and on behalf of the USG, the principal AID or PC Officer, or their designees as required will constitute authority to begin implementation unless the cooperating government requires specific additional local clearance or authorization. If IAA approval by the host government is necessary, the principal AID and PC officers shall make arrangements to expeditiously discharge this responsibility.

## 2. Activity Completion Notification (ACN)

When the activity is completed the Peace Corps Volunteer submits an ACN to the principal Peace Corps officer. The ACN is a brief written notification indicating that the activity has been completed and the extent to which the activity's purpose was fulfilled. In those cases when the PCV fails to provide such notification, the principal Peace Corps officer him/herself is to provide a memo to the file stating these circumstances and indicating completion of the activity on the basis of whatever information is available (e.g., a visit to the activity by a U.S. official, etc.).

## 3. Distribution of IAA and ACN

Copies of the executed IAA and ACN should be distributed as follows:

- a. USAID Mission
- b. Local Peace Corps Office

- c. Implementing Organization
  - d. Peace Corps/Washington, Office of Program Development and Regional Directors
  - e. Cooperating Government - when required by protocol
4. Reporting: Based on the submissions of the IAAs and ACNs, the Technical Assistance Coordinator in Peace Corps Office of Program Development will prepare SPA quarterly reports summarizing activities funded and completed to be forwarded to AID/Washington, S&T/MD in order to meet both program and Congressional Presentation requirements.

At the end of each fiscal year the principal Peace Corps Officer will provide a complete briefing to the appropriate local USAID staff regarding the experiences and lessons learned from the SPA activities funded during the previous fiscal year. The purpose of the briefing is to ensure that the information obtained from SPA activities is available to the USAID for new project development. A summary of this briefing should be forwarded to the Technical Assistance Coordinator and the appropriate PC Regional Director. The Technical Assistance Coordinator will provide copies of the annual SPA country briefing to AID S&T/MD.

G. Financial Accounting

1. Obligational Authority

The Assistant Administrator of each AID Regional Bureau or his designee advises the local AID Representative of the funding limitations established for each fiscal year. An advice of Budget Allowance will be issued to the principal AID official in the country in accordance with these limitations. After issuance of the advice of Budget Allowance and within funding limitations an AID/PC agreement may be negotiated.

2. Accounting Station

The official accounting station for the SPA funds is the Controller's Office of the local AID Mission. Budget Allowance and project accounting records are to be maintained by the local AID Mission to meet regulatory accounting and reporting needs.

3. Project Number

The project number is composed of a three-digit country code and a four digit sequential serial number.

4. Individual Activity Agreement Number

Each activity financed with SPA funds must be assigned a serial control number that will identify the fiscal year in which the activity is financed, the three digit country code, and a sequential IAA control number assigned from 001 through 999 for agreement executed during the fiscal year. The system of numbering is as follows:

Fiscal Year Indicator                      3

Country Code per HB 18,  
Attachment C to Appendix D              645

Sequential Control Number  
Assigned by Post to each IAA  
issued during the Fiscal Year 001

5. Implementation Action Documents

To implement the provisions of each IAA, the PC will prepare and/or process appropriate documents (purchase orders, requisitions, vouchers, etc.) to procure commodities and services or disburse funds. Normally, such implementation documents are prepared when the IAA is signed. Each document is assigned a number consisting of the IAA number and a sequential IAA control number from A to Z.

6. Activity Log

Upon execution of an IAA, the Activity Log, is established and filed in the appropriate SPA Activity folder located at the PC Office. Initially the Activity Log shows the IAA number, activity title, amount, and date. As funds are disbursed and implementation action documents prepared, they are recorded in this record showing the date of issuance, assigned document control number, dollar amount of the document, and computed balance of the agreement remaining to be implemented. A brief note as to the purpose of the implementation action document may be included.

## 7. Budget Allowance and Project Accounting

The Controller's Office in the local AID Mission maintains an account of the Budget Allowance made to SPA activities. Funds used for SPA activities, which are encompassed under AID's technical assistance program, are subject to project accounting requirements as an integral element of control in the Agency's financial management program.

The local AID Mission will be responsible for instructing the project representative as to accountability for funds, proper documentation required to substantiate procurements, and accounting procedures.

AID and Peace Corps in the field should establish simple, mutually acceptable accountability procedures.

### A. Types of disbursements that might be provided for could include:

1. Direct Payment. For major project purchases, direct payment to vendors or suppliers should be made by check by the local USAID whenever practicable.

2. Grants to Local Organizations. If the local organization has the necessary financial management capability, grant funds may be disbursed directly to the local organization either on an advance or reimbursement basis. In many cases, an advance may be necessary. It may be necessary to establish a project account at a local bank to provide a suitable accounting mechanism. It may also be necessary to require the Peace Corps Volunteer to approve all disbursements from account.

3. Disbursement to Peace Corps Volunteers. This method should only be used where the local organization has no financial management capability.

### B. In all cases the following simple procedures should be followed:

1. Vouchers should be obtained from vendors whenever possible. Vouchers should be legible and preferably in English and contain name of vendor, name of purchaser, date, each item purchased, cost per item and total amount.
2. For goods and services where vouchers are traditionally not used, e.g., day laborers, receipts should be made containing the same information as the voucher, signed by a PCV and countersigned by vendor/laborer if possible.
3. The PCV and/or recipient group should submit interim reports of disbursements at specific intervals (monthly, quarterly) and a final report together with vouchers and receipts. Final report should contain total amount of vouchers/receipts, and amount of funds being returned.

### III. Technical Assistance PASA

#### A. Objective

To ensure maximum benefit from the Small Project Assistance Fund through PASA # \_\_\_\_\_ between AID and Peace Corps, the AID Office of Multisectoral Development, Science and Technology Bureau (S&T/MD) is providing \$395,000 to the Peace Corps Office of Program Development (OPD) to deliver programming and technical assistance to the Peace Corps field staff in support of village-based development efforts supported by the SPA Fund. The AID Office of Multisectoral Development (S&T/MD) in the Science and Technology Bureau will provide guidance to OPD in the use of the PASA grant funds.

#### B. Scope of Work

1. Technical Assistance will be provided by OPD through two complementary avenues:
  - a. Project Consultation - OPD Sector Specialists or designated consultants will respond to proposed initiatives by offering assistance in the identification and focus of small village-based projects; and/or

- b. Technical Training - OPD Sector Specialists or designated training consultants will offer short-term targeted training to PCVs and host country counterparts as needed to move a small project from the design stage to implementation.
2. Identification of the need for technical assistance may emanate from the following sources:
  - a. Field Requests - Peace Corps overseas staff may request project consultation or technical training assistance. AID field staff should make requests for technical assistance for SPA projects through the local Peace Corps staff.
  - b. OPD Initiative - As a result of its ongoing function as Peace Corps' program development unit, OPD Sector Specialists may recommend and deliver programming and training assistance in order to stimulate and/or support field-based small project development.
  - c. AID Office of Multisectoral Development Initiative - As a result of its ongoing function within AID, OMD staff may recommend to OPD, field projects involving PCVs. Such projects may require OPD programming and/or technical training assistance in conjunction with the use of small project funds.

Technical assistance will be given to those projects which fall under the broad categories of Food, Energy or Competitive Enterprise Development, consistent with the current focus of both agencies' development efforts.

### 3. Evaluation

Recognizing the experimental nature of this collaborative mechanism, AID in conjunction with Peace Corps will perform a preliminary evaluation of the effectiveness of the SPA program during the 2nd quarter of FY 1984. This evaluation will determine the value of and subsequent emphasis, if any, to be placed on this activity. The evaluation team will include staff representation from both agencies. The evaluation will:

- a. Examine the scope and effectiveness of small projects funded;

- b. Examine the scope and effectiveness of technical assistance delivered to the field;
- c. Examine the cost-effectiveness and management efficiency of the collaborative funding mechanism;
- d. Examine the expected specific impacts of individual activities in terms of their actual measured impacts; and
- e. Recommend a subsequent funding level and any changes in the approval process for the funding mechanism.

C. Reporting

The Technical Assistance Coordinator in Peace Corps' Office of Program Development will provide a summary of technical assistance delivered under the SPA program and a copy of the SPA Quarterly Report at the end of each quarter to the AID Office of Multisectoral Development which will provide copies to the AID Regional Bureaus and the PC Coordinator.

D. Estimated Cost

The estimated cost of this Technical Assistance PASA to AID is \$395 thousand per year in FY '83 and FY '84. Subject to the appropriation of funds and the mutual agreement of both parties to continue the program beyond FY '84, the Peace Corps agrees to assume the costs for the provision of technical assistance and coordination.