

PDBCC 272



EMBASSY OF THE
UNITED STATES OF AMERICA

Agency for International Development
Kinshasa



May 14, 1991

Le 14 mai 1991

Ms. Maria Diamanti
Representative
UNICEF
Kinshasa, Zaire

Mme Maria Diamanti
Représentant de l'UNICEF
Kinshasa
Zaïre

Subject: Grant No. 660-0107-G-00-1153

Objet: Subvention N° 660-0107-G-00-1153

Dear Ms. Diamanti:

Madame,

Pursuant to the authority contained in the Foreign Assistance Act of 1961, as amended, the Agency for International Development (hereinafter referred to as "A.I.D.") hereby grants to the United Nations Children's Fund (hereinafter referred to as the "Grantee"), the sum of \$300,000 to provide support for construction of water supply systems in Shaba and East Kasai, as described in the Schedule of this grant and in Attachment 2, entitled "Program Description."

J'ai l'honneur de porter à votre connaissance qu'en vertu de l'autorité contenue dans la Loi de 1961 sur l'Aide aux Nations Etrangères, telle qu'amendée, l'Agence pour le Développement International (ci-après dénommée "A.I.D.") accorde, par la présente, au Fonds des Nations Unies pour l'Enfance (ci-après dénommé "Bénéficiaire"), la somme de \$300.000 à titre de financement de la construction d'ouvrages hydrauliques dans le Shaba et le Kasai-Oriental, tels que décrits dans l'Annexe 1 intitulée "Subvention" et dans l'Annexe 2 intitulée "Description du Programme."

This grant is effective and obligation is made as of the date of this letter and shall apply to expenditures made by the Grantee in the furtherance of program objectives during the period beginning May 14, 1991 and ending September 30, 1992.

Cette subvention prend effet et les fonds sont engagés à compter de la date de la présente. La Subvention s'appliquera aux dépenses effectuées par le Bénéficiaire en vue de servir les objectifs du projet durant la période allant du 14 mai 1991 au 30 septembre 1992.

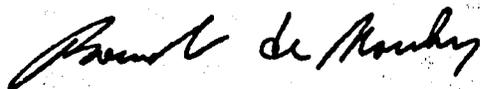
This grant is made to the Grantee on condition that the funds will be administered in accordance with the terms and conditions as set forth in Attachment 1 (the Schedule), Attachment 2 (the Program Description), and Attachment 3 (the Standard Provisions), all of which have been reviewed by your organization.

La Subvention est accordée au Bénéficiaire à condition que les fonds soient administrés conformément aux termes stipulés dans l'Annexe 1 (la Subvention), l'Annexe 2 (la Description du Programme), et l'Annexe 3 (les Dispositions Standard), lesquelles ont toutes été revues par votre organisation.

In the event there are any discrepancies between the English and French texts, the English text will prevail as required by U.S. law.

Please sign the original and all enclosed copies of this letter to acknowledge your receipt of the grant, and return the original and all but one copy to me.

Sincerely,



Baudouin de Marcken
Acting Director

Attachments:

1. Schedule
2. Program Description
3. Standard Provisions

ACKNOWLEDGED:

BY: *Cl. Diamant*
TITLE: REPRESENTATIVE
DATE: 25.7.91

Comme l'exige la législation américaine, en cas de discordance entre le texte anglais et le texte français, le texte anglais fera foi.

Je vous prie de bien vouloir accuser réception de cette subvention en apposant votre signature sur l'original et sur toutes les copies de la présente lettre, dont vous voudrez bien conserver une copie et me renvoyer les autres ainsi que l'original.

Veillez agréer, Madame, l'expression de ma considération distinguée.

Baudouin de Marcken
Directeur de l'USAID a.i.

Annexes:

1. Subvention
2. Description du Programme
3. Dispositions Standard

POUR ACCORD:

PAR:
TITRE:
DATE:

FISCAL DATA

The following PIO/Ts have been summed to earmark funds for the grant:

<u>PIO/T number</u>	<u>Amount</u>	<u>Budget Plan Code</u>	<u>Appropriation</u>
660-0107-3-50197	\$165,154	GDA-85-21660-CG13	72-11M1021
660-0107-3-60212	17,070	GDA-86-21660-KG13	72-11M1021
660-0107-3-70182	21,427	GDHA-87-21660-KG13	72-11M1021
660-0107-3-90113	96,349	GSSA-89-21660-KG13	72-1191014

Project No. : 660-0107.01

Total Estimated Amount: \$300,000

Total Obligated Amount: \$300,000

Paying Office : Controller's Office USAID Zaire, APO New
York 09662-0006

Attachment 1

SCHEDULE

A. Purpose of Grant

The purpose of this Grant is to provide support for construction of water supply systems in Shaba and East Kasai, as more specifically described in Attachment 2 (the Program Description) of this Grant.

B. Period of Grant

1. The effective date of this Grant is May 14, 1991. The expiration date of this grant is September 30, 1992.

2. Funds obligated hereunder are available for program expenditures for the estimated period from May 14, 1991 to September 30, 1992 as shown in the Grant Budget below.

C. Amount of Grant and Payment

1. The total estimated amount of this Grant for the period shown in B.1 above is \$300,000.

2. Payment shall be made to the Grantee in accordance with procedures set forth in Attachment 3 (the Standard Provisions).

D. Grant Budget

The following is the Grant Budget. Revisions to this Budget shall be made in accordance with the Standard Provision of this Grant entitled "Revision of Grant Budget."

Total Estimated: \$300,000

From: May 14, 1991

To: September 30, 1992

Item

US dollars

Fuel and oil

\$140,000

Cement

70,000

Consumables

40,000

Local technical assistance

50,000

Total

\$300,000

E. Special Provisions

1. United States law prohibits the direct or indirect transfer of funds to any Government of Zaire institution. This does not affect purchase of materials and services provided for or rendered to any GOZ entity. Grant funds may not be used to pay for government employee salaries, salary supplements or honoraria.

2. The following sections of the English version of the Standard Provisions for Grants to Public International Organizations do not apply:

10. Publications
11. Audit and Records (Standard)
Audit and Records (A.I.D. Sole Contributor)
12. Payment (Periodic Advances)
Payment (Letter of Credit)

The French version of the Standard Provisions for Grants to Public International Organizations has omitted the above sections.

Attachment 2

PROGRAM DESCRIPTION

Introduction

Given USAID's and UNICEF's mutual interest in supporting water and sanitation activities with the Service National d'Hydraulique Rurale (SNHR), USAID will provide a grant of US \$300,000 to UNICEF. This grant will permit the collaboration begun in March 1990 on a well drilling project in Central Shaba to continue and to expand cooperation into other water and sanitation activities which will include spring capping, construction of gravity-fed water distribution systems and rehabilitation of wells. Special emphasis will be placed on training local committees to manage and operate their water systems and on developing community financing mechanisms for sustained operation.

Project location

The project will take place in the Greater Shaba area, this area being defined as lying within the operational areas of five SNHR field stations: Ngandajika and Luputa in Kasai Oriental and Kabongo, Malemba-Nkulu and Sandoa, in Shaba. Within this area are 10 SANRU affiliated health zones and 4 health zones which have received assistance from UNICEF.

Project objectives

The project has four objectives:

- 1) To protect the rural water systems constructed in the Greater Shaba area during the past five years through an emphasis on operations and maintenance training at the village level. Training will be conducted on the maintenance of water supply structures, handpump repair, management of water committees, and basic sanitation and hygiene education.
- 2) To reinforce the managerial and technical capacity of SNHR station level personnel through short-term training. This training would emphasize such themes as community participation and the procurement, stock management and distribution of repair kits and spare parts for handpumps.
- 3) To provide potable water to approximately 150,000 people by the following means:
 - a) To continue a portion of the well-drilling activities in Kabongo and Malemba-Nkulu, Shaba, which to date have been the center of a unique enterprise supported by USAID, the Governor of Shaba, UNICEF, and SNHR with the local population.

- b) To support a spring capping program at all five SNHR stations in the Greater Shaba area.
 - c) To support a well rehabilitation program at the Ngandajika SNHR field station.
 - d) To construct two gravity-fed water distribution systems.
- 4) To develop a five year action plan for 4 locations in the greater Shaba area.

Project Time Frame

The project will begin May 14, 1991 and will end September 30, 1992.

Project History, by field station

Kabongo and Malemba-Nkulu: In 1987, USAID began the Central Shaba Agricultural Development Project (660-0105). At that time there was incentive to make an impact through a concentrated development effort by way of a number of inter-related projects. Shortly thereafter, the Kabongo SNHR station was inaugurated while the Malemba-Nkulu SNHR station, although operational for the past year, has not been officially inaugurated. The station's role is to construct small to medium-sized water systems for rural residents of the area and to train the users to maintain and repair their water systems. The activities of these stations continue to reinforce USAID development activities in the area. Kabongo is the transportation hub for agricultural products moving towards the Kasais and southern Shaba and as such is a focus of the Central Shaba Agricultural Development Project activities. The Malemba-Nkulu SNHR station has begun work on a gravity-fed water distribution system which will eventually supply water to a hospital being financed by the Small Project Assistance Project (660-0125) in Mwanza-Seya. This station's presence has been considered of paramount importance by the local and regional governments due to yearly outbreaks of cholera which plague the lake-side communities.

The SNHR stations at Kabongo and Malemba-Nkulu have been capping springs, drilling wells and installing handpumps since January 1989. To date, the two SNHR stations have capped 55 springs, drilled 45 wells and fitted them with handpumps and recently commenced work on an adduction. Some 30,000 persons have potable water as a result of these efforts. Additionally, many communities have been integrated into these efforts through the work of 5 full-time community development specialists employed by SNHR. These community development specialists were trained in June 1990 in Bas-Zaire by the National Water and Sanitation Training Team (ENFEA).

The well drilling component of the work at these field stations was the result of a quadripartite effort between the Governor of Shaba, USAID, UNICEF and the local population. A Protocole d'Accord was signed by USAID, UNICEF, SNHR, and the Governor of Shaba on March 6, 1990 which detailed the contributions of each group. For its part, USAID contributed trucks, 2 well drilling rigs and associated hardware, 200 handpumps and, through the Counterpart Fund, provided salary supplements and some operating expenses to the Kabongo and Malemba-Nkulu field stations. UNICEF's contribution included 200 handpumps and fuel and cement stocks. The Governor of Shaba has regularly provided 2.5 million zaires per month for field station operating expenses. This latter contribution represents a significant investment by a regional authority to strengthen rural development activities and clearly shows the importance that the Governor attaches to providing rural communities with water. The local communities for their part are required to furnish some local construction materials such as sand and gravel and must also contribute money for the purchase of basic handpump repair kits. Communities also house the well drilling teams who are often far from their homes. Upon completion of the well, they are responsible for its operation and maintenance.

Several months after the signing of the Protocole d'Accord, much of the major materials, funds and personnel had been assembled. Well drilling proceeded until fuel stocks and oil were depleted last November. One goal of the project under discussion is to continue the well drilling and handpump installation activities at the Kabongo and Malemba-Nkulu field stations, albeit at a slower rate.

Sandoa - Sandoa was the site of the Shaba Refugee Water Project (660-0116) which ended March 31, 1991. Over 200 wells were drilled and equipped with India Mark II handpumps, 500 springs were capped and several adduction systems were begun. It is anticipated that Counterpart Funds will be available to finish selected activities which had not been completed by March, 1991. Community involvement was not coordinated with the construction activities, consequently much remains to be accomplished in the training and education of the communities.

Luputa and Ngandajika - These SNHR stations have been capping springs, rehabilitating hand dug wells, and at Luputa, constructing adductions. These stations were supported by the Projet Mais du Kasai Oriental (PMKO) a World Bank project, UNICEF and the Counterpart Funds which covered operating expenses and salary supplements.

Choice of technologies

A recent analysis comparing the cost for various technologies employed by SNHR revealed that well rehabilitation and capping springs represent the most cost-effective technologies for providing potable water. These two technologies also require

roughly the same amount of local currency and contribution by the participating communities. Rehabilitating wells compared with spring capping however, requires more than twice the amount of imported materials. The major advantage of wells over springs is the distance of the well to the household is generally less than the distance between a spring and the household. It should also be understood that for many communities, deep bored wells are the only means of providing potable water. This is especially true for communities which are located in elevated areas away from the low lying areas which are commonly infected with biting flies and other health hazards.

Spring capping is a technology used throughout all eleven regions of Zaire although opportunities for capping springs are greatest in the North Kivu area. Their low cost, ease of construction and low maintenance requirements make them an attractive technology in rural Zaire where springs exist. By SNHR policy, springs represent the first choice of water supply interventions where they are feasible. All SNHR stations construct spring caps to varying degrees.

Residents in the Kabongo and Malemba-Nkulu areas drew their water from many streams and lakes which were often contaminated. Attention has been drawn to this area repeatedly as cholera strikes the lakeside communities yearly. Many natural springs exist but many yield water which is heavily laden with kaolin, a clay which renders the water milky and consequently unpalatable. In 1989, a UNICEF consultant toured this area and based upon his recommendations, wells were chosen as the most appropriate technology. Wells provide clean water in abundance and may be situated in close proximity to the households. The importance of distance between the source of water and the household was highlighted in a study by Dr. Rene Tonglet in Kirotshe, North Kivu, who found that the shorter the distance to the faucet, the greater quantity of water consumed in the household and the lower the incidence of diarrhea in young children in the household.

Construction of gravity flow water distribution systems and drilled wells with handpumps are the most costly choices but may offer the greatest health benefits due to the large quantities of water supplied in close proximity to the users. In terms of cost per user, these two technologies are roughly equivalent. Drilled wells and gravity-fed systems require roughly equal amounts of local currency, this being a reflection of the intensity of specialized labor required for these types of construction, however, imported materials costs are almost three times higher for a gravity-fed water distribution system reflecting the high cost of PVC pipes. The decision to use gravity-fed systems ultimately depends on finding a suitably located spring.

Proposed construction activities

Drilled wells - The well drilling crews at Kabongo and Malemba-Nkulu field stations are capable of drilling ten positive wells each per month and fitting them with handpumps, but the integration of communities with the work cannot keep up with this pace. Experience has shown that between 4 to 5 wells per month represents a feasible rate of work for both the drilling teams as well as for the community development agents. Therefore, the two stations are expected to drill and fit with handpumps 160 wells.

Spring capping - Four to five springs may be capped each month per station, yielding approximately 400 springs over the next 17 months.

Adductions - Malemba-Nkulu: Work on the gravity-fed water distribution system in Mwanza-Seya will require an additional 6 months if all the necessary materials are delivered in a timely fashion. A second gravity-fed piped water system is under study in Lenge which will require 12 months to plan and execute. Luputa: two gravity-fed water distribution systems have been identified, whose planning and execution may require 20 months. Kasaji: Kasaji is the site of an adduction system begun by the former Shaba Refugee Water project. Counterpart funds are being utilized to conduct a test on the turbo-pump. If the test is successful, completion of the project would be feasible using the funds allocated for adductions. A decision has yet to be made which of the sites will be financed. Whichever site is chosen for financing, work will be completed before the official date for the completion of project activities, September 30, 1992.

Well rehabilitation - The Ngandajika field station is located in an area where hand-dug wells had been constructed by the Fond du Bien-Etre Indigene (FBI) over 30 years ago. These wells can be rehabilitated and new handpumps installed. There exist sufficient numbers of these wells to support the full-time work of an SNHR field station. Two wells may be rehabilitated per month, which yields 34 wells over the next 17 months.

SUMMARY OF ACTIVITIES BY STATION

	<u>Adduction</u>	<u>Spring caps</u>	<u>New wells</u>	<u>Rehab. wells</u>
Luputa	2	80	0	0
Ngandajika	0	80	0	34
Sandoa	1	80	0	Repair 40
Malemba-Nkulu	2	80	80	0
Kabongo	0	80	80	0
TOTAL	2 of 5 financed	400	160	74
Population served	10,000	80,000	48,000	22,200

Trainings

Village-level training - Community development agents working for SNHR will identify community members who will participate in trainings on a) community development b) maintenance and repair of water systems, whether for springs, wells with pumps or adductions, and c) basic sanitation and hygiene education. These trainings will take place near the participants' residences. Visual materials already developed by the project will form the cornerstone of the training material.

SNHR personnel training - The four courses listed below will be offered to selected SNHR personnel and will take place in Shaba. A fifth course on computer training will take place in Kinshasa.

Participant Costs for Training SNHR Personnel (Five Stations and Kinshasa)

<u>Course</u>	<u># partic.</u>	<u># days</u>	<u>Unit Cost</u> <u>\$/person</u>	<u>Totals</u>
A. Basic Inventory (storeclerks at stations)	5	10	50	2500
B. Advanced Inventory (admin. asst., logistics staff, etc.)	10	10	50	5000
C. Station Management (station chiefs & technical asst.)	10	10	50	5000
D. Community Devlpmnt. (station animateurs, rural water coord.)	15	10	50	7500
E. Computer training	15		1000	15000

It is anticipated that courses A-D will be offered at one central location in the Greater Shaba area. Courses A, B, C, and E will require one trainer at a cost of US \$1,000 per course. Course D will need two trainers at the same unit cost. Total cost is US \$35,000. This program is scheduled to take place twice during the months remaining in the project, making the approximate cost for training SNHR personnel US \$70,000 (exclusive of technical assistance costs). To undertake this training program, USAID will conduct a buy-in to the WASH project for technical assistance and to finance the training. WASH will design the training program and oversee its execution, solicit bids from private groups or NGOs who are experienced in carrying out training activities and pay for the training from the buy-in funds. In some cases, SANRU may be called upon to assist with the trainings. These courses will emphasize the connection between station operations and village-level maintenance of water systems. The courses will focus on defining the measures that need to be taken by station personnel to train villagers to operate, protect, maintain, and repair their systems.

Emphasis will also be placed upon basic sanitation and hygiene education in conjunction with health zone personnel. One aspect of the basic and advanced inventory courses will be to define a system that ensures that spare parts are locally available.

Repair of infrastructure - The community development agents assigned to the stations will spend up to 20% of their time to visit wells and springs already capped in the project area in order to assess the repair needs of each. Depending upon the organization and interest of the communities, the station personnel will train the water committee members and pump repair people and together with other station personnel, assist with the initial repairs if needed. Communities will pay for all material costs associated with the repair work while the project will finance the other costs such as fuel, oil and spare parts for the motorcycles.

Management and technical assistance

A technical coordinator is to be posted in Lubumbashi, Shaba for the duration of the project. This person will work out of USAID's Shaba Area Development Office in Lubumbashi, and will have a number of tasks which are summarized below:

- 1) Conduct frequent visits to the 5 field stations in the greater Shaba area to assess progress and review implementation.
- 2) Coordinate donor inputs and participation with SNHR, UNICEF and the Shaba Governor's Office.
- 3) Monitor the use of counterpart funds within the SNHR operations at the field station level and countersign on checks drawn on counterpart funds.
- 4) Ensure that the station chiefs properly integrate the community development components with the construction phases of all water projects.

Other technical assistance

A local hire hydrologist and demographer will collect demographic and hydrogeological data at four locations in Shaba. This information will be useful in assessing the choice of future technologies, village needs, ability to absorb maintenance costs and for evaluating project impact. The data will be used to develop a comprehensive work plan which enable SNHR to develop a five year action plan.

Drill rig repair specialist

SNHR employees currently working with the drill rigs and compressors in both Kabongo and Malemba-Nkulu have been trained to

the point where they are able to operate the equipment with only an occasional need for outside technical assistance. To provide periodic technical assistance, then, \$30,000 has been added into the budget. Several private companies in Kinshasa have the trained manpower for hire on a part-time basis.

Budget

The project budget, which consists of elements from USAID, UNICEF, the GOZ and the Counterpart Fund, is presented in annex A of the Program Description.

USAID direct purchases - This refers to services or goods which AID will purchase or obtain itself. The breakdown of costs is as follows:

Technical assistance	\$380,000
Commodities	275,800
Training	70,000
Studies and evaluations	<u>35,000</u>
Total	\$760,800

Source of funds:

Technical assistance - Funds have already been reserved for the Project Officer, and audit expenses with a Project Implementation Order for Technical Services (PIO/T) and a Project Implementation Letter (PIL), respectively. A PIO/T is being circulated within USAID Zaire to reserve funds for the technical coordinator position to be based in Shaba. Funds for short-term technical assistance to repair the drill rig will be processed once a need is established. USAID Zaire is pursuing a buy-in with the WASH Project which will include the services of a technical consultant (\$50,000) and the \$70,000 cost of training SNHR personnel.

Commodities - Funds have previously been earmarked for all commodities through Project Implementation Letter Number 13.

Training - As mentioned above, training costs will be covered through a buy-in with the WASH Project.

Studies and evaluations - The Project has already contracted with WASH through a buy-in amounting to \$35,000 which will cover the costs of an operations and maintenance evaluation. Discussions are underway with the School of Public Health for purchasing several impact and baseline studies. The status of the School of Public Health requires that these studies be financed with GOZ-owned local currency derived from the Counterpart Fund.

UNICEF - The UNICEF contribution covers the purchase of consumables for the well drilling operations, salary and expenses for a local hire hydrologist, costs associated with village-level operations and maintenance training and some salaries. UNICEF has agreed to pay salaries for SNHR contract employees at the Kabongo and Malemba-Nkulu field stations from May 1991 until September 30, 1992. In the Protocol d'Accord signed in March 1990, UNICEF had agreed to pay salaries for the Malemba-Nkulu field station. Therefore, UNICEF in this new project decided that it will also provide salary payments to the personnel of the Kabongo station and will extend the period of salary payments to correspond to the end of the Basic Rural Health II Project - Water Component, (September 30, 1992). Salaries of SNHR employees at the other stations, whether they are under contract or civil servants, will be paid by SNHR. The UNICEF contribution is \$539,400.

USAID Grant to UNICEF

The grant funds will be utilized as follows:

<u>Item</u>	<u>US dollars</u>
Fuel and oil	\$140,000
Cement	70,000
Consumables	40,000
Local TA	<u>50,000</u>
Total	\$300,000

Prohibition of transfer of funds to GOZ - No money in the Grant will be passed to the GOZ or the SNHR. All Grant funds will be used to pay for commodities or hire and equip local technical assistance personnel who are not employed by the GOZ or SNHR.

Implementation plan - At the beginning of each quarter, USAID and SNHR will present to UNICEF a list of activities to be undertaken and resources, including local technical assistance, required over a three month period. At that time, USAID and SNHR will also present a scope of work and budget for the required technical assistance. Materials required should be indicated at least three months in advance of the date of the actual need.

Major items in the grant:

Fuel and oil - This includes diesel fuel for the drill rig compressors, trucks and other vehicles, gasoline for motorcycles used by the community development agents, oil for vehicles and lubricants for the drill rigs and associated hardware.

Cement - Cement will be used for capping springs, reservoir construction and tap stands for adductions and concrete aprons for handpumps.

Consumables - This includes spare parts for drill rigs, compressors and associated vehicles and other items such as tires, filters, batteries, and acid which are used on a continual basis.

Local technical assistance - A local hire hydrologist and demographer will be employed to conduct studies in areas around four SNHR stations. The data they collect will enable the SNHR to map out their field station strategies for the next five years.

Local Communities

Participation by the communities constitutes approximately 19% of the cost of a capped spring, 5% of a drilled well, 14 % of a rehabilitated well and 7% of an adduction. This represents a contribution of US \$80,500. Materials costs for the rehabilitation of water systems will be borne entirely by the communities. Generally these costs will be 25% of the material cost of a newly constructed spring or 10% the cost of a new well.

GOZ BI

This includes SNHR contributions from the Budget d'Investissement and Governor of Shaba contributions. GOZ contributions will cover all station operating expenses, costs associated with supervision of the project by SNHR personnel in Kinshasa, employee medical expenses, and some salaries as mentioned above. Transportation of a portion of project materials from either Kinshasa or Lubumbashi to the five field stations will be paid for with funds from the BI. Repatriation of all field station employees will be at the expense of SNHR. Other personnel expenses which typically arise during the close-out of a project will be incurred solely by SNHR, such as preavis legal, medical expenses, social security payments and allocation familiale. GOZ contributions are expected to reach \$245,000 in the calendar year 1991. Equivalent funding levels will be required for the nine months of project activity to take place in 1992.

Counterpart Fund

Counterpart funds will be used to acquire materials and spare parts on the local market that are needed before purchases of pipe and reinforcing steel bar from the U. S. arrive. These funds will also provide fuel, spare parts, training materials and tools to animateurs assigned to conduct the village-level trainings. Placing these funds under Counterpart Fund control assures that this high priority activity is realized. Other uses of Counterpart funds include the completion of a garage at several of the field stations and adding security bars to the administrative offices. Local purchases in Lubumbashi required by the technical coordinator to run his/her office will also be paid for using counterpart funds. Contributions from the Counterpart Fund are expected to reach \$280,000 in the calendar year 1991. Equivalent funding levels will be required for the nine months of project activity to take place in 1992.

Annex A

ACTIVITY	USAID direct purchases	UNICEF	USAID Grant to UNICEF	Local Communities	GOZ BI	Counterpart Fund	Subtotal	Population Served
NEW WELL DRILLING								
Fuel			80,000			5,000		
Oil			12,000					
Cement			7,000			2,000		
Consumables		160,000	40,000		20,000	20,000		
Local materials				56,000				
Subtotal	0	160,000	139,000	56,000	20,000	27,000	402,000	48,000
SPRING CAPPING								
Cement		40,000	40,000			2,000		
PVC pipe & rebar						10,000		
Fuel and oil			24,000			3,000		
Local materials & labor				10,000				
Subtotal	0	40,000	64,000	10,000	0	15,000	129,000	80,000
ADDUCTIONS (10 KMS)								
Cement			20,000		10,000			
PVC pipe and fittings	120,000				10,000			
Rebar	10,000							
Fuel and oil			12,000		10,000			
Local materials				10,500				
Subtotal	130,000	0	32,000	10,500	30,000	0	202,500	10,000
HAND-DUG WELL REHAB.								
Cement			3,000			1,000		
Rebar	2,500							
Fuel			12,000			2,000		
Local materials				4,000				
Subtotal	2,500	0	15,000	4,000	0	3,000	24,500	12,000

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ACTIVITY	USAID direct purchases	UNICEF	USAID Grant to UNICEF	Local Communities	GOZ BI	Counterpart Fund	Subtotal	Population Served
TRAINING								
Village-level training								
- Fuel and oil					20,000	38,000		
- Spare parts					20,000	20,000		
- Training costs		113,400						
- Training materials						18,000		
- Tools						28,000		
Station-level training								
- Kinshasa training	30,000							
- Station-level train.	40,000							
Subtotal	70,000	113,400	0	0	40,000	104,000	327,400	NA
OTHER COMMODITIES								
Welding unit		5,000						
Spare parts		20,000						
Motorcycles		12,000						
Generator		3,000						
Truck and spare parts	96,000							
Computers	15,300							
Photovoltaic systems	32,000							
Subtotal	143,300	40,000	0	0	0	0	183,300	NA
TECHNICAL ASSISTANCE								
UNICEF Representation		85,000						
Project Officer	100,000							
TA - Shaba	150,000							
WASH TA	50,000							
Hydrologist		11,000						
Demographer			25,000					
SHADO office support						6,000		
Drill rig & comp. maint.	30,000							
Audit	50,000							
Subtotal	380,000	96,000	50,000	0	0	6,000	532,000	NA

ACTIVITY	USAID direct purchases	UNICEF	USAID Grant to UNICEF	Local Communities	GOZ BI	Counterpart Fund	Subtotal	Population Served
PERSONNEL & OTHER COSTS								
Salaries		90,000						
Main office expenses					20,000	25,000		
Per diem					25,000			
Medical expenses					25,000			
Station office expenses					50,000			
Supervision					20,000	15,000		
Construction at base						30,000		
Transport (Kin - Shaba)					15,000	25,000		
Subtotal	0	90,000	0	0	155,000	95,000	340,000	NA
STUDIES AND EVALUATIONS								
Ecole de Sante Publique						30,000		
WASH	35,000							
Subtotal	35,000	0	0	0	0	30,000	65,000	NA
TOTAL	760,800	539,400	300,000	80,500	245,000	280,000	\$2,205,700	150,000
							GRAND TOTAL	

Attachment 3

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APPENDIX 5C

STANDARD PROVISIONS FOR
GRANTS TO PUBLIC INTERNATIONAL ORGANIZATIONS

- | | |
|----------------------------------|--|
| 1. Allowable Costs | 10. Publications |
| 2. Refunds | 11. Audit and Records (Select and include only the applicable version as specified in the applicability statement of the provision.) |
| 3. Revision of Grant Budget | 12. Payment (Select and include only the applicable version as specified in the applicability statement of the provision.) |
| 4. Termination Procedures | |
| 5. Disputes | |
| 6. U.S. Officials Not to Benefit | |
| 7. Nonliability | |
| 8. Amendment | |
| 9. Notices | |

1. ALLOWABLE COSTS (JULY 1988)

(a) The grantee shall be reimbursed for costs incurred in carrying out the purposes of this grant which are reasonable, allocable, and allowable.

(1) Reasonable shall mean those costs that do not exceed those which would be incurred by an ordinarily prudent person in the conduct of normal business.

(2) Allocable shall mean those costs which are necessary to the grant.

(3) Allowable shall mean those costs which are reasonable and allocable, and which conform to any limitations set forth in this grant.

(b) Prior to incurring a questionable or unique cost, the grantee is encouraged to obtain the grant officer's written determination as to whether the cost will be allowable.

2. REFUNDS (JULY 1988)

(a) The grantee is encouraged to utilize interest bearing accounts where feasible and shall remit to A.I.D. all interest earned on funds provided by A.I.D.

(b) Funds obligated by A.I.D. but not disbursed to the grantee at the time the grant expires or is terminated shall revert to A.I.D., except for such funds encumbered by the grantee by a legally binding transaction applicable to this grant. Any funds advanced to but not expended by the grantee at the time of expiration or termination of the grant shall be refunded to A.I.D. except for such funds encumbered by the grantee by a legally binding transaction applicable to this grant.

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(c) If, at any time during the life of the grant, or as a result of final audit, it is determined that A.I.D. funds provided under this grant have been expended for purposes not in accordance with the terms of this grant, the grantee shall refund such amount to A.I.D.

3. REVISION OF GRANT BUDGET (JULY 1988)

(a) The approved grant budget is the financial expression of the grantee's program as approved during the grant award process.

(b) The grantee shall immediately request approval from the grant officer when there is reason to believe that within the next 30 calendar days a revision of the approved grant budget will be necessary for any of the following reasons:

- (1) To change the scope or the objectives of the project and/or revise the funding allocated among project objectives.
- (2) Additional funding is needed.
- (3) The grantee expects the amount of A.I.D. authorized funds to exceed its needs by more than \$5,000 or five percent of the A.I.D. award, whichever is greater.

(c) Except as required by other provisions of this grant specifically stated to be an exception from this provision, the Government shall not be obligated to reimburse the grantee for costs incurred in excess of the total amount obligated under the grant. The grantee shall not be obligated to continue performance under the grant (including actions under the "Termination Procedures" provision) or otherwise to incur costs in excess of the amount obligated under the grant, unless and until the grant officer has notified the grantee in writing that such obligated amount has been increased and has specified the new grant total amount.

4. TERMINATION PROCEDURES (JULY 1988)

This agreement may be terminated, in whole or in part, by either party at any time upon 30 days written notice of termination. Upon receipt of and in accordance with a termination notice from the grant officer, the grantee shall take immediate action to cease all expenditures financed by this grant and to cancel all unliquidated obligations if possible. Further, upon receipt of notice of termination, the grantee shall not enter into any further obligations under this grant. Except as provided below, no further reimbursement shall be made after the effective date of termination. The grantee shall within 30 days of the effective date of termination repay to the Government all unexpended A.I.D. funds which are not otherwise obligated by a legally binding transaction applicable to this grant. Should the funds paid by the Government to the grantee prior to the effective date of termination be insufficient to cover the grantee's obligations in a legally binding transaction, the grantee may submit to the Government within 90 days after the effective date of termination a written claim for such amount. The grant officer shall determine the amount(s) to be paid by the Government to the grantee under such claim in accordance with the "Allowable Costs" provision of this grant.

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5. DISPUTES (JULY 1988)

(a) Any dispute under this grant shall be decided by the A.I.D. grant officer. The grant officer shall furnish the grantee a written copy of the decision.

(b) Decisions of the A.I.D. grant officer shall be final unless, within 30 days of receipt of the decision of the grant officer, the grantee appeals the decision to the Administrator of A.I.D. Any appeal made under this provision shall be in writing and addressed to the Administrator, Agency for International Development, Washington, D.C. 20523. A copy of the appeal shall be concurrently furnished to the grant officer.

(c) In connection with any appeal proceeding under this provision, the grantee shall be given an opportunity to be heard and to offer evidence in support of its appeal.

(d) A decision under this provision by the Administrator or an authorized representative shall be the final decision of A.I.D.

6. U.S OFFICIALS NOT TO BENEFIT (JULY 1988)

No member of or delegate to the U.S. Congress or resident U.S. Commissioner shall be admitted to any share or part of this grant or to any benefit that may arise therefrom.

7. NONLIABILITY (JULY 1988)

A.I.D. does not assume liability for any third party claims for damages arising out of this grant.

8. AMENDMENT (JULY 1988)

The grant may be amended upon mutual consent of the parties by formal modifications to the basic grant document or by means of an exchange of letters between the grant officer and an appropriate official of the grantee.

9. NOTICES (JULY 1988)

Any notice given by A.I.D. or the grantee shall be sufficient only if in writing and delivered in person, mailed, or cabled as follows:

To the A.I.D. grant officer, at the address specified in the grant.

To grantee, at grantee's address shown in the grant or to such other address designated within the grant.

Notices shall be effective when delivered in accordance with this provision, or on the effective date of the notice, whichever is later.

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10. PUBLICATIONS (JULY 1988)

(This provision is applicable when publications are financed under the grant.)

(a) If it is the grantee's intention to identify A.I.D.'s contribution to any publication resulting from this grant, the grantee shall consult with A.I.D. on the nature of the acknowledgement prior to publication.

(b) The grantee shall provide the A.I.D. project officer with one copy of all published works developed under this grant and with lists of other written work produced under the grant.

(c) Except as otherwise provided in the terms and conditions of the grant, the author or the recipient is free to copyright any books, publications, or other copyrightable materials developed in the course of or under this grant, but A.I.D. reserves a royalty-free nonexclusive and irrevocable right to reproduce, publish, or otherwise use, and to authorize others to use the work for U.S. Government purposes.

11. AUDIT AND RECORDS (STANDARD) (JULY 1988)

(This provision is applicable when A.I.D. is not the sole contributor to the grant program.)

The grantee shall maintain books, records, documents, and other evidence in accordance with the grantee's usual accounting procedures to sufficiently substantiate charges to the grant. The Grantee confirms that this program will be subject to an independent audit in accordance with the Grantee's usual auditing procedure, and agree to furnish copies of these audit reports to A.I.D. along with such other related information as may be requested by A.I.D. with respect to questions arising from the audit report.

11. AUDIT AND RECORDS (A.I.D. SOLE CONTRIBUTOR) (JULY 1988)

(This provision is applicable when A.I.D. is the sole contributor to the grant program.)

The grantee shall maintain books, records, documents, and other evidence in accordance with the grantee's usual accounting procedures to sufficiently substantiate charges to the grant. The Grantee agrees to make available to A.I.D. or the Comptroller General of the United States all records and documents which support expenditures made under this program.

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11. Audit and Records (U.N. Grants) (July 1988)

(This provision is applicable to grants to the United Nations when A.I.D. is not sole contributor. When this provision is used the "Reporting and Evaluation" clause in the grant schedule should be deleted.)

It is agreed that the grantee will furnish the U.S. government with a final report on activities carried out under this grant, including accounting for these funds in sufficient detail to enable A.I.D. to liquidate the grant. The report should be submitted to the U.S. Mission to the U.N. in New York for forwarding to the A.I.D. program office.

It is understood that financial records, including documentation to support entries on accounting records and to substantiate charges against the grant, shall be maintained in accordance with the Grantee's usual accounting procedures, which shall follow generally accepted accounting practices. All such financial records shall be maintained for at least three years after the final disbursement of funds under this grant.

The Grantee confirms that the grant account will be audited in accordance with established procedures under appropriate provisions of the financial regulations and rules of the United Nations.

Any funds disbursed by A.I.D., but not committed by the Grantee prior to the expiration date shall be refunded to A.I.D. Funds not used for the purpose of this Grant shall be refunded to A.I.D. by the Grantee.

12. PAYMENT (PERIODIC ADVANCES) (JULY 1988)

(This provision is applicable when the conditions for use of a letter of credit cannot be met and when: (i) the grantee maintains procedures that minimize the time elapsing between the transfer of funds and the disbursement thereof, and (ii) the grantee's financial management system meets generally accepted accounting standards for fund control and accountability.)

(a) Periodic advances shall be limited to the minimum amounts needed to meet current disbursement needs and shall be scheduled so that the funds are available to the grantee as close as is administratively feasible to the actual disbursements by the grantee for program costs. Cash advances made by the grantee to secondary recipient organizations or the grantee's field organizations shall conform substantially to the same standards of timing and amount as apply to cash advances by A.I.D. to the grantee.

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(b) Grantees shall submit requests for advances (SF-270) at least monthly to the paying office specified in the grant letter. Requests for advances shall state the estimated disbursements to be made during the period covered by the request, less the estimated balance of cash on hand at the beginning of the period and the advance amount being requested. Within 90 days following the expiration of the grant, the grantee will submit a report (SF-269) showing total disbursements, total advances received and any cash remaining on hand, which will be refunded to A.I.D.

(c) If at any time, the A.I.D. Controller determines that the grantee has demonstrated an unwillingness or inability to: (1) establish procedures that will minimize the time elapsing between cash advances and the disbursement thereof, (2) timely report cash disbursements and balances as required by the terms of the grant, and (3) impose the same standards of timing of advances and reporting on any subrecipient or any of the grantee's overseas field organizations; the A.I.D. Controller shall advise the grant officer who may suspend or revoke the advance payment procedure.

12. PAYMENT (COST-REIMBURSEMENT) (JULY 1988)

(This provision is applicable when the grantee does not meet the standards for a letter of credit or for periodic advances)

The grantee shall submit to the paying office indicated in the grant letter an original and 3 copies of SF 1034, "Public Voucher for Purchases and Services Other Than Personal" and SF 1034A, Continuation of SF 1034, normally once a month, but in any event no less than quarterly. Each voucher shall be identified by the grant number and shall state the total costs for which reimbursement is being requested.

12. PAYMENT (LETTER OF CREDIT) (JULY 1988)

(This provision is applicable when a Letter of Credit is requested by the grantee and approved by A.I.D.'s Office of Financial Management.)

(a) Payment under this grant shall be by means of a Letter of Credit (LOC) in accordance with the terms and conditions of the LOC and any instructions issued by the A.I.D. Office of Financial Management, Program Accounting and Finance Division (M/FM/PAFD).

(b) As long as the LOC is in effect, the terms and conditions of the LOC and any instructions issued by M/FM/PAFD constitute the payment conditions of this grant superseding and taking precedence over any other clause of this grant concerning payment.

(c) If the LOC is revoked, payment may be made on a cost-reimbursement basis, in accordance with paragraph (e) of this clause.

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(d) Revocation of the LOC is at the discretion of M/FM/PAFD after consultation with the grant officer. Notification to the recipient of revocation must be in writing and must specify the reasons for such action. The recipient may appeal any such revocation to the grant officer, in accordance with the Disputes clause of this grant. Pending final decision, payments under the contract will be in accordance with paragraph (e) of this clause.

(e) If the LOC is revoked, the grantee shall submit to the A.I.D. Controller an original and 3 copies of SF 1034, "Public Voucher for Purchases and Services Other Than Personal" and SF 1034A, Continuation of SF 1034, normally once a month, but in any event no less than quarterly. Each voucher shall be identified by the grant number and shall state the total costs for which reimbursement is being requested.