

PDCAW 358



UNITED STATES OF AMERICA
AGENCY FOR INTERNATIONAL DEVELOPMENT
AMERICAN EMBASSY
JAKARTA, INDONESIA

September 30, 1987

Dr. Adi Soetjipto, SKM
Director
Yayasan Kristen Untuk Kesehatan Umum
Jl. Brigjend Slamet Riyadi No. 482
Solo, Jawa Tengah

Subject: Grant No. 497-0336-G-SS-7153-00

Dear Dr. Soetjipto:

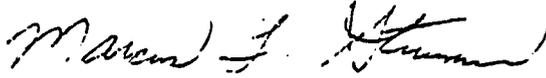
Pursuant to the authority contained in the Foreign Assistance Act of 1961, as amended, the United States Agency for International Development, Jakarta (hereinafter referred to as "USAID" or "Grantor") hereby grants to Yayasan Kristen Untuk Kesehatan Umum hereinafter referred to as "YAKKUM" or "Grantee") the sum of \$25,300 to provide partial support for a program entitled, "Improvement of Integrated Nutrition, Environmental and Health Development", as more fully described in the schedule of this Grant and the Attachment 2, entitled "Program Description".

This Grant is effective and the obligation shall apply to commitments made by the Grantee in furtherance of program objectives for a period beginning September 30, 1987 through September 29, 1988.

This grant is made to YAKKUM on condition that the funds will be administered in accordance with the terms and conditions as set forth in Attachment 1 entitled, "Schedule"; Attachment 2 entitled "Program Description"; and Attachment 3 entitled, "Standard Provisions for Non-U.S., NonGovernmental Grantees"; which have been agreed to by your organization.

Please sign the original and three (3) copies of this letter to acknowledge your receipt of the grant, and return the original and two (2) copies to the Office of Contract Management.

Sincerely yours,



Marcus L. Stevenson
Grant Officer
USAID/Jakarta

Attachments:

1. Schedule
2. Program Description
3. Special Provisions

ACKNOWLEDGED:

YAYASAN KRISTEN UNTUK KESEHATAN UMUM

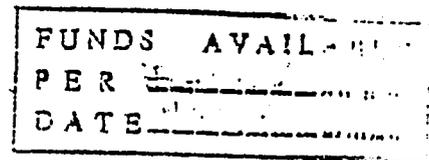
By : dr. Adi Sutjipto, SKM.

Title: Direktur UPKI. YAKKUM Pusat.

Date : 23 Oktober 1987.

FISCAL DATA

Appropriation : 72-1171021
Budget Plan Code : QDEA-87-27497-KG13
Project No. : 497-0336
Total Estimated Amount: \$25,300
Total Obligated Amount: \$25,300
Grant# : AID 497-0336-G-SS-7153



SCHEDULE

A. PURPOSE OF GRANT

The purpose of this Grant is to provide partial support for a program entitled "Improvement of Integrated Nutrition, Environmental and Health Development" as more specifically described in Attachment 2 to this Grant entitled "Program Description".

B. PERIOD OF GRANT

The effective date of this Grant is September 30, 1987. The estimated expiration date is September 29, 1988.

C. AMOUNT OF GRANT AND PAYMENT

1. The total estimated amount of this Grant for the period shown in B. above is \$25,300.
2. USAID hereby obligates the amount of \$25,300 for program expenditures during the period set forth in B. above as shown in the Financial Plan below.
3. Payment shall be made to the Grantee in accordance with procedures set forth in Attachment 3, Standard Provision, entitled "Payment - Periodic Advance".
4. Documentation required by the payment provision above shall be submitted to:

Office of Finance
USAID/Jakarta

D. FINANCIAL PLAN

The funds provided under this Grant Agreement will be used to finance the USAID portion of the budget set forth in the financial plan shown below. Revisions to this Plan shall be made in accordance with the Standard Provisions entitled "Revision of Financial Plans".

Summary Budget
(/R: \$1 = Rp 1640)

<u>ELEMENT</u>	<u>YAKKUM</u>	<u>USAID</u>	<u>TOTAL</u>
1. Salaries	\$ 604	\$ 5,874	\$ 6,478
2. Operational Costs	8,232	3,932	12,164
3. Program Costs	5,991	14,305	20,296
4. Evaluation	-	1,189	1,189
	<u>\$14,827</u>	<u>\$25,300</u>	<u>\$40,127</u>
	=====	=====	=====
	(37%)	(63%)	(100%)

USAID Contribution - \$25,300 = Rp.41,492,000

YAKKUM Contribution - 14,827 = 24,316,280

\$40,127 = Rp.65,808,280

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If the exchange rate varies so that the amount of dollars necessary to purchase the rupiahs specified in the final rupiah budget is greater than the amount stated herein, then the U.S. dollar limitation stated herein will be the controlling limit to USAID's commitment. On the other hand, if the amount of dollars necessary to purchase the rupiahs specified in the final rupiah budget is less than the amount stated herein, the remaining dollars may be used to purchase rupiahs for justified rupiah cost increases over and above rupiah costs listed in the original rupiah budget, if approved in writing by USAID, and provided that Grantee counterpart contributions are adjusted accordingly. In any event, USAID reserves the right to deobligate any excess funds resulting from a devaluation of the rupiah.

The Grantee may not exceed the total amount of the USAID contributed portion of the budget.

The Grantee agrees, as a condition to this Grant being made by USAID, that it will assure that the USAID contribution to the Total Program Budget does not exceed 75% of the Total Program Budget with all other funding coming from non-USAID sources. Failure of the Grantee to assure such non-USAID funding from the donors or its own resources may necessitate the termination of this Grant and possible refund action.

E. REPORTING AND EVALUATION

1. The Grantee will prepare and submit to USAID/VHP a semi-annual narrative report on the progress of the project. This report is to be in sufficient detail for USAID to judge the effectiveness and efficiency with which the project was implemented.
2. The Grantee will also prepare and submit to USAID/VHP, on a quarterly basis, financial reports in rupiahs in accordance with the Standard Provision "Payment - Periodic Advance". A final financial report will be submitted within 90 days of project completion.
3. Prior to the conclusion of the project, an evaluation will be conducted by the Grantee in consultation with USAID/VHP. The evaluation will assess program development toward the achievement of stated goals, time frames, management and reporting, community contributions and participation, government linkages and contributions to the program, the effectiveness and impact of the program, on the community, and potential plans for replication of the program in other parts of Jakarta or Indonesia.

4. Prior to the required final performance reporting date, events may occur that have significant impact upon the project. In such instances, the Grantee shall inform the USAID/VHP as soon as the following types of conditions become known:
 - a) Problems, delays or adverse conditions that will materially affect the ability to attain program objectives, prevent the meeting of time schedules and goals, or preclude the attainment of project work activities by the established time period. This disclosure shall be accompanied by a statement of the action taken, or contemplated, and any assistance needed to resolve the situation.
 - b) Favorable developments or events that enable time schedules to be met sooner than anticipated or more work activities to be performed than originally projected.

F. SPECIAL PROVISIONS

1. The total amount of this Grant is \$25,300. It is estimated that this amount will be sufficient to partially fund the Grant for one year. Subsequent year funding may be agreed to, depending on the availability of funds and the results of an evaluation of activities funded under this Grant; however, this does not constitute a commitment of any additional funding by USAID.
2. Provisions for Partially Funded AID Grants
 - a. The funds provided by this Grant represent partial support of the program/project as described in the Schedule of this Grant, and may be used to support the costs of the program/project as specified in the Financial Plan included in the Schedule.
 - b. The restrictions on the use of USAID Grant funds hereunder set forth in the Standard Provisions of this Grant are applicable to expenditures incurred with USAID funds provided under this Grant. The Standard Provisions are not applicable to expenditures incurred with funds provided from non-USG sources. The Grantee will account for the USAID funds in accordance with the Standard Provisions of this Grant entitled 'Accounting, Audit and Records'.
 - c. Notwithstanding paragraph (b) of the Standard Provision of this Grant entitled 'Refunds', the parties agree that in the event of any disallowance of expenditures from USAID Grant funds provided hereunder, the Grantee may substitute for such disallowance expenditures made with funds provided from non-USG sources provided they are otherwise incurred for the purpose of this Grant. At the expiration or termination of this Grant, amounts of disallowance of expenditures from USAID Grant funds for which a substitution with expenditures from non-USG funds cannot be made will be refunded to USAID.

3. Closeout Procedures

This section prescribes uniform closeout procedures for this Grant

a. The following definitions shall apply for the purpose of this section:

i. Closeout. The closeout of a Grant or agreement is the process by which USAID determines that all applicable administrative actions and all required work of the Grant or agreement have been completed by the recipient and USAID.

ii. Date of Completion. The date of completion is the date on which work under Grants and agreements is completed or the date on the award document, or any supplement or amendment thereto, on which USAID sponsorship ends.

iii. Disallowed Costs. Disallowed costs are those charges to a Grant or agreement that USAID or its representatives determines to be unallowable in accordance with the applicable USG cost principles or other conditions contained in the Grant or agreement.

b. AID closeout procedures include the following requirements:

i. Upon request, USAID shall make prompt payments to a recipient for allowable reimbursable costs under the Grant or agreement being closed out.

ii. The recipient shall immediately refund any balance or unobligated (unencumbered) cash that USAID has advanced or paid and that is not authorized to be retained by the recipient for use in other Grants or agreements.

iii. AID shall obtain from the recipient within 90 calendar days after the agreement all financial, performance, and other reports required as a condition of the Grant or agreement. USAID may Grant extensions when requested by the recipient.

iv. When authorized by the Grant agreement, USAID shall make a settlement for any upward and downward adjustments to USAID's share of costs after these reports are received.

v. The recipient shall account for any property acquired with USAID funds or received from the Government in accordance with Attachment N of OMB Circular A-110, entitled "Property Management Standards".

vi. In the event a final audit has not been performed prior to the closeout of the Grant or agreement, USAID shall retain the right to recover an appropriate amount after fully considering the recommendations on questioned costs resulting from the final audit.

4. The following Mandatory Standard Provisions (OMB Control No. 0412-0510) incorporated are applicable to this Grant:

a. Mandatory Standard Provisions for Non-U.S., Nongovernmental Grantees, clauses 1-11; and

b. Optional Standard Provisions for Non-U.S., Non-Governmental Grantees, except that the following provisions are deleted:

- 2. Payment - Cost Reimbursement
- 16. Negotiated Overhead Rates - Provisional
- 17. Government Furnished Excess Personal Property
- 19. Title to and Care of Property (U.S. Government Title)
- 20. Title to and Care of Property (Cooperating Country Title)

G. TITLE TO PROPERTY

Title to property procured under this Grant will vest in the Grantee in accordance with Optional Standard Provision No. 18 of this Grant.

H. AUTHORIZED GEOGRAPHIC CODE

The authorized geographic code for procurement of goods and services under this Grant shall be in accordance with Optional Standard Provision No. 6, entitled "AID Eligibility Rules for Goods and Services".

PROGRAM DESCRIPTION

A. PURPOSE

The purpose of this grant is to provide partial financial support to YAKKUM to increase the capacity of the community to raise the health status of its members by improving integrated nutrition and environment interventions.

B. SPECIFIC OBJECTIVES

1. To strengthen the local institution, Pembangunan Kesehatan Masyarakat Desa (PKMD), by training volunteer workers with the ratio of 1 kader to 25 families to be the core of support for PKMD activities in 9 villages.
2. To improve the health, nutrition, environment, and well being of 30% of the population in nine communities, constituting the most economically disadvantaged through:
 - non formal education
 - Pos Yandu
 - mixed farming
 - improving environment and housing
 - cooperative groups

C. IMPLEMENTATION

The first phase of the project will be implemented over a one year period, September 30, 1987 through September 29, 1988. In order to implement the proposed activities at the village level, YAKKUM will carry out the following activities:

- Social Preparation: The YAKKUM team will collaborate with its government counterparts at all levels from the district, sub-district down to the village. YAKKUM will then approach the community through non formal leaders and existing local organizations such as PKMD, LKMD and PKK, to explain the concept of the program and obtain a commitment from the community to carry out activities with YAKKUM's assistance. Kaders will be selected and trained by using the curriculum tailored for the project. A committee will be formed to be responsible for the training of kaders. Three training sessions will be conducted for the duration of 10 days each in 3 villages. The training will include subjects which will enhance the effectiveness of kaders such as leadership; community administration and organization; communication; community development; community self-survey, monitoring and evaluation; primary health care, mixed farming and cooperative activities.

- Community Self-Survey: In order to obtain baseline information the kaders will observe the local situation and prepare a questionnaire to quantify problems existing in the villages. Kaders will visit and interview every family in the project area. Ultimately, baseline information will be presented to the village chief, non formal leaders and those who are responsible for village organizations.
- Workshops: Kaders will organize a workshop in each village to provide the results of the survey to representatives of the community and to develop a village work plan.
- Education and Motivation Activities: Each kader will be responsible for the education and motivation of 25 families by using a demonstration plot to start the mixed farming activities and work with the families to improve the environment and housing.
- Conduct Second Workshop: Kaders will use experience gained from the demonstration plots to expand the activities by dividing the population in the village into 5 small groups. These groups will be supervised by the YAKKUM teams and all parties involved. A planned result of the workshop is the forming of cooperative groups.
- Cooperative Groups: During the first year of the project, cooperative groups will be formed from 75 families in each village. Kaders will motivate members of these groups to participate in activities to increase the level of their income. Nine cooperative groups will be developed.
- Intensification of Cooperative Capital and Provision of Soft Loans to Members of the Cooperative Groups: Members of the cooperative groups are required to put a small amount of money in the cooperative which can be paid during the ten-month period. YAKKUM will provide soft loans (\$45) to 1/3 of the members of the cooperative groups to improve their income through mixed farming activities and others.
- Expansion of Demonstration Plot: Kaders will expand the demonstration plot to reach 75 families in 3 villages.
- Evaluation: Evaluation activities will be conducted by kaders and a YAKKUM evaluation team at the end of year one.

Note: YAKKUM will submit to USAID a detailed implementation plan on the Pos Yandu activities within one month after the signing of the grant agreement.

YAKKUM BUDGET BREAKDOWN
 August 31, 1987 - August 30, 1988
 (In U.S. Dollars)

<u>ELEMENT</u>	<u>USAID</u>	<u>YAKKUM</u>	<u>TOTAL</u>
1. <u>SALARIES</u>			
3 Supervisors x 12 x \$91.46	\$ 3,293	\$	\$ 3,293
3 Field workers x 12 x \$45.73	1,044	604	1,648
1 Driver	549	-	549
1 Admin. Assistant	549	-	549
6 Field Workers x 12 x \$6.10	439	-	439
	<u>\$ 5,874</u>	<u>\$ 604</u>	<u>\$ 6,478</u>
2. <u>OPERATIONAL COSTS</u>			
3 Motorcycles @ \$1,311	\$ 3,932	\$ -	\$ 3,932
1 Suzuki Station	-	5,183	5,183
Rent - 10 ha. of land	-	3,049	3,049
	<u>\$ 3,932</u>	<u>\$8,232</u>	<u>\$12,164</u>
3. <u>PROGRAM COSTS</u>			
<u>Social Preparation:</u>			
Transportation for 6 persons and 6 travel @ \$6.10	\$ 220	-	220
Community meetings at 3 villages attended by 10 villagers @ \$3.04	92	-	92
<u>Training of Kaders</u>			
30 kaders x 10 days x \$3.05	915	-	915
<u>Community Self-Survey:</u>			
Transportation: 30 kaders x 5days x \$.061	92	-	92
Food: 30 x 5 x \$1.83	274	-	274
Meeting: 30 x \$3.05	91	-	91
Admin/questionnaire/respondent for 750 respondents x \$1.37	1,029	-	1,029
<u>Community Workshop</u>			
50 participants x 2 days x 2 workshops x 3 villages x \$3.05	1,829	-	1,829

Education & Motivation:

3 villages x 225 families x \$0.61	412	-	412
Transportation for 30 kaders x 3 x \$3.05	-	275	275
Training equipment for 30 kaders x \$24.39	274	457	731

Demonstration Plot Activities:

Demplot packet including) one third ha of soybea 3 chickens plus 3 goat	\$	\$ 1,829	\$ 1,829
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Integrated Post and Environmental
Activities

Sanitation including public toilets) Dwelling house ventilation such as) window)	6,402	-	6,402
Posyandu (integrated health service) Scales) Administration Cost)			

Skill Training for Cooperative Groups

Food: 3 days x \$0.61 = \$1.82			
Teaching materials = \$1.52			
Transportation = \$0.61			
Total \$3.96			
225 participants x 3 days x \$3.96	2,675	-	2,675

Cooperative Capitalization:

Seed capitals for 75 families x \$45.73	<u>\$14,305</u>	<u>\$ 5,991</u>	<u>\$20,296</u>
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4. FINAL EVALUATION

To evaluate 3 villages x \$396	<u>\$ 1,189</u>	<u>\$ -</u>	<u>\$ 1,189</u>
T O T A L S	<u>\$25,300</u>	<u>\$14,827</u>	<u>\$40,127</u>