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DEPARTMENT OF STATE  
AGENCY FOR INTERNATIONAL DEVELOPMENT  
WASHINGTON, D.C. 20523

APR 20 1978

ORIGINAL

Mr. C. Robert Cronk  
Executive Vice President  
Project Concern, Inc.  
3802 Houston Street  
P.O. Box 81123  
San Diego, California 92138

Subject: Specific Support Grant  
AID/pha-G-1101  
Amendment No. 5  
PIO/T No.: 932-0070-73-3279245 A#1

Dear Mr. Cronk:

Pursuant to the authority contained in the Foreign Assistance Act of 1961, as amended, this Grant is amended to extend the period of the Grant from June 14, 1978 to December 15, 1978.

The total cumulative obligation remains at \$659,167.

This Grant is further amended as follows:

A. Under Attachment A, "Program Description", Budget delete funding dates of "6/15/77 - 6/14/78" and insert in lieu thereof "6/15/77 - 12/15/78".

B. Under Attachment B, "Standard Provisions" make the following changes:

1. Delete the current Standard Provisions in their entirety and insert in lieu thereof new Standard Provisions dated September 1977, attached hereto.

NOTED MMH  
SER/EM/CSD  
DATE 4/21/78

2. Delete from the Standard Provisions dated September 1977 the following clauses:

a. 7A. Payment - Federal Reserve Letter of Credit (FRLC) Advance

b. 7C. Payment - Reimbursement

c. Delete Clause No. 10 in its entirety and insert in lieu thereof attached Clause 10 entitled "Procurement of Goods and Services Under \$250,000".

d. 12B. Title to and Care of Property (U.S. Government Title)

e. 12C. Title to and Care of Property (Cooperating Country Title).

C. Delete Attachment C, "Payment Provision" in its entirety.

Except as expressly herein amended, the subject Grant is in all respects ratified, confirmed, and continued in full force and effect in accordance with its terms.

Please sign the original and seven (7) copies of this letter to acknowledge your acceptance of the conditions under which these funds have been granted. Return the original and six (6) copies to my office.

Sincerely yours,



Michael H. Snyder  
Grant Officer  
Services Operations Division  
Office of Contract Management

ACCEPTED:  
PROJECT CONCERN, INC.

BY: C.R. Cronk

TYPED NAME: C.R. Cronk

TITLE: Executive Director

DATE: May 5, 1978

RECEIVED

2

U.S. Grantees and U.S. Subgrantees:  
OTHER THAN EDUCATIONAL INSTITUTIONS  
INDEX OF  
STANDARD PROVISIONS

- |  |   |
|--|---|
| 1. Allowable Costs and Payment (Other Than Educational Institutions) | 13. Conversion of United States Dollars to Local Currency           |
| 2. Accounting, Records, and Audit                                    | 14. Termination   |
| 3. Refunds   | 15. Voluntary Participation   |
| 4. Equal Opportunity in Employment                                   | 16. Prohibition on Abortion-Related Activities                      |
| 5. Negotiated Overhead Rates - Other Than Educational Institutions   | 17. Voluntary Participation Requirements for Sterilization Programs |
| 6. Limitation of Funds   | 18. Publications  |
| *7A. Payment - Federal Reserve Letter of Credit (FRLC) Advance       | 19. Patents   |
| *7B. Payment - Periodic Advance                                      | 20. Regulations Governing Employees Outside the United States       |
| *7C. Payment - Reimbursement   | 21. Subordinate Agreements  |
| 8. Travel and Transportation   | 22. U.S. Officials Not to Benefit                                   |
| 9. Ocean Shipment of Goods   | 23. Covenant Against Contingent Fees                                |
| 10. Procurement of Goods and Services Under \$250,000                | 24. Nonliability  |
| 11. Government Furnished Excess Personal Property                    | 25. Amendment   |
| **12A. Title to and Use of Property (Grantee Title)                  | 26. The Grant   |
| **12B. Title to and Care of Property (U.S. Government Title)         | 27. Notices   |
| **12C. Title to and Care of Property (Cooperating Country Title)     |   |

\* Select only  payment provision from Group 7.

\*\* Select only  property provision from Group 12, if title to all property is to vest in one entity; however, if title is to be split by categories among two or more entities, select the appropriate provisions from Group 12 and identify the categories and entities in Attachment 1 of the Grant.

1. ALLOWABLE COSTS AND PAYMENT (OTHER THAN EDUCATIONAL INSTITUTIONS)

(This provision is applicable to other than educational institutions.)

The Grantee shall be reimbursed for costs incurred in carrying out the purposes of this Grant which are determined by the Grant Officer to be allowable in accordance with the terms of this Grant and Subpart 15.2 (Contracts with Commercial Organizations) of the Federal Procurement Regulations (41 CFR 1-15.2) in effect on the date of this Grant. Payment of allowable costs shall be in accordance with the payment provision of this Grant.

2. ACCOUNTING, RECORDS, AND AUDIT

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 shall preserve and make available such records for examination and audit by AID and the Comptroller General of the United States, or their authorized representatives (a) until the expiration of three years from the date of termination of the program and (b) for such longer period, if any, as is required to complete an audit and to resolve all questions concerning expenditures unless written approval has been obtained from the AID Grant Officer to dispose of the records. AID follows generally accepted auditing practices in determining that there is proper accounting and use of Grant funds. The Grantee agrees to include the requirements of this clause in any subordinate agreement hereunder.

3. REFUNDS

(a) If use of the Grant funds results in accrual of interest to the Grantee or to any other person to whom Grantee makes such funds available in carrying out the purposes of this Grant, the Grantee shall refund to AID an amount equivalent to the amount of interest accrued.

(b) Funds obligated hereunder but not disbursed to the Grantee at the time the Grant expires or is terminated, shall revert to AID, except for funds encumbered by the Grantee by a legally binding transaction applicable to this Grant. Any funds disbursed to but not expended by the Grantee at the time of expiration or termination of the Grant shall be refunded to AID.

(c) If, at any time during the life of the Grant, it is determined by AID that funds provided under the Grant have been expended for purposes not in accordance with the terms of the Grant, the Grantee shall refund such amounts to AID.

4. EQUAL OPPORTUNITY IN EMPLOYMENT

(This provision is applicable to all grantees and subgrantees who either perform work in the United States or who recruit personnel in the United States to do work abroad.)

(a) With regard to the employment of persons in the U.S. under this Grant, the Grantee agrees to take all reasonable steps to ensure equality of opportunity in its employment practices without regard to race, color or

national origin of such persons and, in accordance with Title VI of the Civil Rights Act of 1964, when work funded by this Grant is performed in the U.S., no person shall, on the grounds of race, color or national origin, be excluded from participation, be denied benefits, or be subjected to discrimination. In addition, the Grantee agrees to comply, in accordance with its written assurance of compliance, with the provisions of Part 209 of Chapter II, Title 22 of the Code of Federal Regulations, entitled "Non-Discrimination in Federally Assisted Programs of the Agency for International Development - Effectuation of Title VI of the Civil Rights Act of 1964."

(b) In addition, the Grantee agrees to take all reasonable steps to ensure equality of opportunity in its employment practices without regard to sex, religion, age and handicap, in accordance with P.L. 92-261, P.L. 93-259, P.L. 93-112 and P.L. 93-508. When work funded by AID under this Grant is performed in either the U.S. or overseas no person shall, on the grounds of sex, religion, age or handicap, be excluded from participation, be denied benefits, or be subjected to discrimination.

5. NEGOTIATED OVERHEAD RATES - OTHER THAN EDUCATIONAL INSTITUTIONS

(This provision is applicable to other than educational institutions.)

(a) Pursuant to this provision, an overhead rate shall be established for each of the Grantee's accounting periods during the term of this Grant. Pending establishment of a final rate, the parties have agreed that provisional payments on account of allowable indirect costs shall be at the rate(s), on the base(s), and for the period shown in Attachment 1 to this Grant.

(b) The Grantee, as soon as possible but not later than 90 days after the close of each of its accounting periods during the term of this Grant, shall submit to the Grant Officer with copies to the Overhead and Special Cost Branch, Special Operations Division, Office of Contract Management, AID, Washington, D.C. and to the Office of the Auditor General, AID, Washington, D.C., proposed final rate(s) for the period, together with supporting cost data. Negotiation of final overhead rates by the Grantee and the Grant Officer shall be undertaken as promptly as practicable after receipt of the Grantee's proposal.

(c) Allowability of costs and acceptability of cost allocation methods shall be determined in accordance with Subpart 1-15.2 (Contracts with Commercial Organizations) of the Federal Procurement Regulations as in effect on the date of this Grant.

(d) The results of each negotiation shall be set forth in a written overhead rate agreement executed by both parties. Such agreement shall specify (1) the agreed final rate(s), (2) the base(s) to which the rate(s) applies, and (3) the period(s) for which the rate(s) applies. The overhead rate agreement shall not change any monetary ceiling, Grant obligation, or specific cost allowance or disallowance provided for in this Grant.

(e) Pending establishment of the final overhead rate(s) for any

DEPARTMENT OF STATE  
AGENCY FOR INTERNATIONAL DEVELOPMENT  
WASHINGTON D C 20523

14 SEP 1977  
Program - m Kohan  
Reg - P Staples  
PHA/PVC/OPNS

Mr. C. Robert Cronk  
Executive Vice President  
Project Concern, Inc.  
3802 Houston Street  
P.O. Box 81123  
San Diego, California 92138

AUG 23 1977

Subject: SPECIFIC SUPPORT GRANT  
AID/pha-G-1101  
Amendment No. 4  
PIO/T No.: 932-0070-73/3279245

Dear Mr. Cronk:

Pursuant to the Foreign Assistance Act of 1961, as amended, the subject Grant is hereby amended to provide an additional One Hundred Seventy-Nine Thousand, One Hundred Sixty-Seven Dollars (\$179,167) for the furtherance of a Program to establish a Planning, Development, and Training Department in accordance with the attached "Program Description". This amount when added to the previous amount of \$480,000, results in a cumulative total obligation of \$659,167.

This amendment is effective and funds are obligated as of the date of this letter, and shall apply to costs incurred in furtherance of the Project for the period from date of this letter through the estimated completion date of June 14, 1978.

The Grant is further amended as follows:

1. Under Attachment A "Program Description" paragraph B, "Specific Objectives" add the following:

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4

"7. Health Educator. The Health Educator exercises delegated responsibilities in carrying out the health education component of the low cost intergrated health care training and delivery program. This is carried out by obtaining audio-visual teaching aids appropriate for use in the LDC's; designing the health education component for the village Health Promoter's Training; teaching the trainees the proper usage of Audio-Visual teaching aids; evaluating the Village Health Promoter's health education activities and revising the program as necessary; and designing and implementing a health education component for the existing field programs.

8. Program Analyst. This individual exercises delegated responsibilities in performing analysis on the various components of work done within the Health Services Development Department.

This is accomplished by performing program analysis on each newly developed program project; performing on-going analysis and evaluation of existing field programs; reviewing and evaluating the survey component of each project; performing budgeting analysis for the department; performing analysis on each training program conducted in San Diego for new field staff; submission of written reports of recommendations on all findings from above analysis; aiding HSDD staff, based upon evaluation results, in planning and altering future programs.

9. Administrative Assistant. This individual exercises delegated responsibilities in maintaining the smooth and efficient running of the office on a day to day basis. This is accomplished as follows: Supervising HSDD clerical staff; maintaining and updating calendar of projected HSDD activities; maintaining current HSDD financial records for Program Analyst to conduct budgeting analysis; responsible for routine financial reports relative to travel and other expenses incurred by HSDD staff; ordering supplies and equipment and maintaining records of such for HSDD, as directed; compiling appropriate health statistics and information for public use; taking minutes of HSDD staff meetings, as directed; responsible for ensuring efficient upkeep of HSDD library and filing system; arranging meetings, travel itineraries, and coordinating staff absences on business/vacation."

2.a. Under Attachment A, "Program Description" Paragraph E, "Budget" delete the contents therein in its entirety and substitute in lieu thereof, the following:

	<u>"6/15/75- 6/14/76</u>	<u>6/15/76- 6/14/77</u>	<u>6/15/77- 6/14/78</u>	<u>Total</u>
1. Salaries and Wages	\$ 73,188	\$131,104	\$198,000	\$402,292
2. Office Space/Materials	28,400	14,197	25,000	67,597
3. Travel/Transportation	10,299	29,171	70,000	109,470
4. Consultants	-	6,824	15,000	21,824
5. Miscellaneous	<u>19,560</u>	<u>11,024</u>	<u>27,400</u>	<u>57,984</u>
Total	\$131,447	\$192,320	\$335,400	\$659,167"

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b. Delete the paragraph which begins "Note": in its entirety and substitute the following:

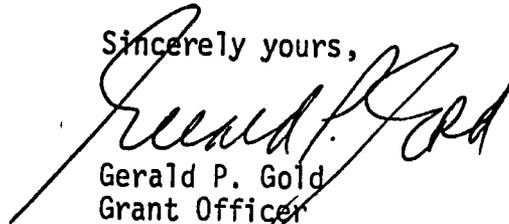
"The Grantee may not exceed the total amount obligated under this Grant. Adjustments among the line items are unrestricted except as limited by the Standard Provisions herein."

3. Under Attachment B "STANDARD PROVISIONS", Provision 1. "Travel and Transportation", delete subparagraph "(3)(a)4 and (3)(a)5 in their entirety.

All other terms and conditions of this Grant remain unchanged.

Please acknowledge your understanding and acceptance of this amendment by signing the original and all copies in the space provided below. Please return the original and seven (7) copies to this office.

Sincerely yours,



Gerald P. Gold  
Grant Officer  
Chief, PHA Branch  
Central Operations Division  
Office of Contract Management

ACKNOWLEDGED:  
PROJECT CONCERN, INC

BY: C. R. Cronk

PRINTED NAME: C. R. CRONK

TITLE: EXECUTIVE DIRECTOR

DATE: SEPTEMBER 1, 1977

**ORIGINAL** 20 OCT 1976  
DEPARTMENT OF STATE  
AGENCY FOR INTERNATIONAL DEVELOPMENT  
WASHINGTON, D.C. 20523

*July 1976 - J. Turner  
P/11/100/1000  
neg - J. Puttenberg*

**JUL 30 1976**

Mr. C. Robert Cronk  
Executive Vice President  
Project Concern, Inc.  
3802 Houston Street  
P.O. Box 81123  
San Diego, California 92138

Subject: Specific Support Grant  
No. AID/pha-G-1101  
Amendment No. 3  
PIO/T No: 932/13-950-070-73/3219206

Dear Mr. Cronk:

Pursuant to the Foreign Assistance Act of 1961, as amended, the Agency for International Development hereinafter referred to as "AID" hereby grants to Project Concern, Inc. (hereinafter referred to as "Grantee"), an additional amount of \$250,000 for the furtherance of a program to establish a Planning, Development, and Training Department in accordance with the attached "Program Description". This amount, when added to the previous amount of \$230,000 results in a cumulative obligation under the Grant of \$480,000.

This Amendment is effective as of July 1, 1976 and shall apply to commitments made by the Grantee in furtherance of the program objectives through June 14, 1978. Subject to availability of funds, additional monies may be granted to the Grantee.

Under Attachment A, "Program Description", subhead E, "Budget", "Note", delete the paragraph therein in its entirety which begins: "Funds in the

**ORIGINAL**

amount of..." and in lieu of, insert the following:

"Note: Funds in the amount of \$480,000 have been obligated under this Grant. The amount of \$432,000 has been granted in support of the first and second years of the program. An amount of \$48,000 has been granted in partial support of the final year of the program. Additional funds will be provided subject to their availability.

The Grantee may not exceed the total amount obligated under this Grant. Adjustments among the line items are unrestricted except as limited by the Standard Provisions hereof."

All other terms and conditions remain the same.

Please acknowledge acceptance of this amendment by signing in the space provided below and returning the original and six (6) copies to my Office.

Sincerely yours,

*Gerald P. Gold*

Gerald P. Gold  
Grant Officer  
Chief, PHA Branch  
Central Operations Division  
Office of Contract Management

ACCEPTED:

PROJECT CONCERN, INC.

BY: *C. R. Cronk*

TYPED NAME: C. R. CRONK

TITLE: Executive Director  
Projecta Concern, Inc.

DATE: September 1, 1976

FUNDS OBLIGATED

Approp. No. 72-11X1026  
Allot. No. 426-32-099-00-76-51  
Obl. No. 3219206 Obl. Cl. 2590  
Amount \$ 250,000.00  
Proj. No. 932-13-950-070

By *J. B. Lindsay* FM/CSD Date 8/3/76

DEPARTMENT OF STATE  
AGENCY FOR INTERNATIONAL DEVELOPMENT  
WASHINGTON, D.C. 20523

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*Proj Mgt - L Tanner*  
*PHR / PVE / OAS*  
*24 JUN 1976*

MAY 28 1976

Mr. C. Robert Cronk  
Executive Vice President  
Project Concern, Inc.  
3802 Houston Street  
P.O. Box 81123  
San Diego, California 92138

Subject: Grant No. AID/pha-G-1101  
Amendment No. 2

Dear Mr. Cronk:

Pursuant to the authority contained in the Foreign Assistance Act of 1961, as amended, the subject Grant is amended as follows:

Under Attachment A, "PROGRAM DESCRIPTION", subhead E, "Budget", delete the budget therein in its entirety and in lieu thereof, insert the following:

	" 6/15/75- 6/14/76	6/15/76- 6/14/77	6/15/77- 6/14/78	<u>Total</u>
1. Salaries and Wages	\$ 80,000	\$141,000	\$126,000	\$347,000
2. Office Space/Materials	29,000	63,000	55,000	147,000
3. Travel/Transportation	12,000	60,500	50,000	122,500
4. Consultants	-	15,000	5,000	20,000
5. Miscellaneous	<u>11,000</u>	<u>20,500</u>	<u>12,000</u>	<u>43,500</u>
Total	\$132,000	\$300,000	\$248,000	\$680,000

Note: Funds in the amount of \$230,000 have been obligated under this Grant. However, an amount of \$132,000 is granted in support of the first year of the program and \$98,000 is granted in partial support of the second year of

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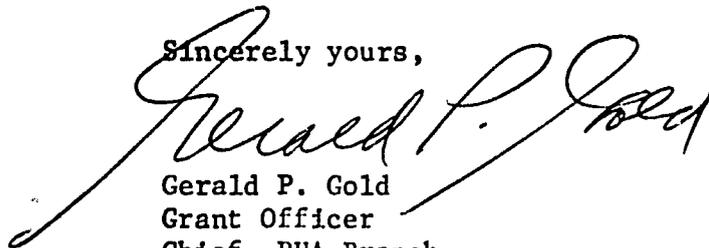
the program. Additional funds will be provided subject to their availability.

The Grantee may not exceed the total amount obligated under this Grant. Adjustments among the line items are unrestricted except as limited by the Standard Provisions hereof."

All other terms and conditions remain the same.

Please acknowledge acceptance of this amendment by signing in the space provided below and returning the original and six (6) copies to my Office..

Sincerely yours,



Gerald P. Gold  
Grant Officer  
Chief, PHA Branch  
Central Operations Division  
Office of Contract Management

ACCEPTED:

PROJECT CONCERN, INC.

BY: 

TYPED NAME: C. R. Cronk

TITLE: Executive Director

DATE: June 1, 1976

DEPARTMENT OF STATE  
AGENCY FOR INTERNATIONAL DEVELOPMENT  
WASHINGTON D.C. 20523

*Lilly*  
*M. Rohla, PA/112*  
5 AUG 1975

Mr. C. Robert Cronk  
Executive Vice President  
Project Concern, Inc.  
3802 Houston St.  
P.O. Box 81123  
San Diego, California 92138

JUL 28 1975

Subject: Grant No. AID/pha-G-1101  
Amendment No. 1

Dear Mr. Cronk:

Pursuant to the authority contained in the Foreign Assistance Act of 1961, as amended, the subject grant is amended as follows:

L. Standard Provision "1" entitled Travel and Transportation (Oct. 1974).

Delete Paragraph (4) and in lieu thereof insert the following:

"(4) Travel allowances shall be reimbursed in accordance with the Grantee's Employee Manual - Policies, Benefits, Information - United States Employees, and Employee Manual - Foreign Assignments which has been accepted by AID for the period April 15, 1975 through April 14, 1976."

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2. Standard Provision "m" entitled Regulations Governing Employees Outside the United States (Oct. 1974).

Delete Paragraph (6) and in lieu thereof insert the following:

"(6) Allowances for employees assigned overseas shall be reimbursed in accordance with the Grantee's Employee Manual - Foreign Assignments which has been accepted by AID for the period April 15, 1975 through April 14, 1976."

3. Standard Provision "s" entitled Salaries (Oct. 1974).

Delete in its entirety and in lieu thereof insert the following:

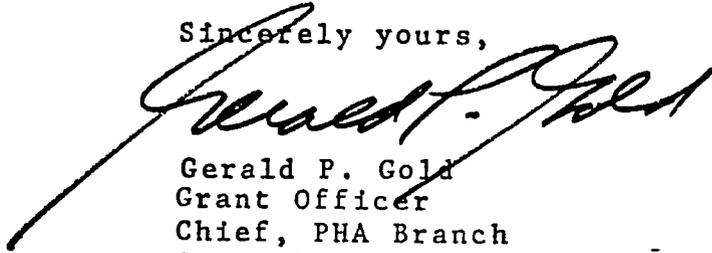
"s. Salaries

All salaries, wages, fees, and stipends reimbursed under this Grant shall be in accordance with the Grantee's Employee Manual - Policies, Benefits, Information - United States Employees, and Headquarter's Office Procedures Manual which have been accepted by AID for the period April 15, 1975 through April 14, 1976."

All other terms and conditions remain the same.

Please acknowledge acceptance of this amendment by signing in the space provided below and returning the original and six copies to my office.

Sincerely yours,



Gerald P. Gold  
Grant Officer  
Chief, PHA Branch  
Central Operations Division  
Office of Contract Management

Accepted:  
Project Concern, Inc.

BY: C. Robert Cronk

TYPED NAME: C. Robert Cronk

TITLE: Executive Vice President

DATE: August 4, 1975

ORIGINAL  
DEPARTMENT OF STATE  
AGENCY FOR INTERNATIONAL DEVELOPMENT  
WASHINGTON, D C 20523

8 JUL 1975

M Kelly  
Mike Rallas, (H/Ph)  
611

SPECIFIC SUPPORT GRANT

Mr. E. Robert Cronk  
Executive Vice President  
Project Concern, Inc.  
3802 Houston Street  
P.O. Box 81123  
San Diego, California 92138

JUN 24 1975

Subject: Grant No. AID/pha-G-1101  
PIO/T 932-13-950-070-73-3259042

Dear Mr. Cronk:

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." or "Grantor") hereby grants to Project Concern, Inc. (hereinafter referred to as "Grantee") the sum of \$230,000 to provide support to establish a Planning, Development and Training Department as more fully described in the attachment to this Grant entitled "Program Description."

This Grant is effective and obligation is made as of the date of this letter and shall apply to commitments made by the Grantee in furtherance of program objectives during the period 6/15/75 - 6/15/76. Subject to availability of funds additional monies may be granted to the Grantee.

This Grant is made to Project Concern on condition that the funds will be administered in accordance with the terms and conditions as set forth in Attachment A entitled "Program Description," attachment B entitled "Standard Provisions," and Attachment C entitled "Payment Provision".

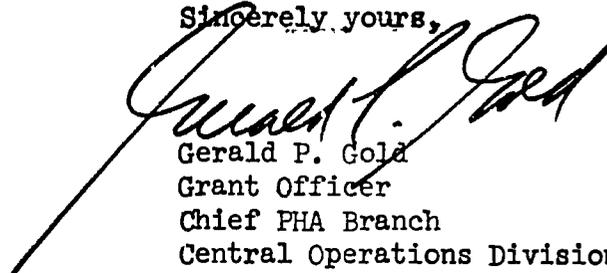
ORIGINAL

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Please sign the Statement of Assurance of Compliance, enclosed herein, and the original and seven (7) copies of this letter to acknowledge your acceptance of the conditions under which these funds have been granted.

Please return the Statement of Assurance of Compliance and the original and six (6) copies of this Grant to the Office of Contract Management.

Sincerely yours,



Gerald P. Gold  
Grant Officer  
Chief PHA Branch  
Central Operations Division  
Office of Contract Management

Attachments:

- A. Program Description
- B. Standard Provisions
- C. Payment Provisions

ACCEPTED:

PROJECT CONCERN, INC.

BY: C. Robert Cook  
TITLE: Executive Vice President  
DATE: June 30, 1975

Attachment A

PROGRAM DESCRIPTION

A. Purpose of Grant

The purpose of this grant is to establish a Planning, Development and Training Department to assist in further developing Project Concern's health care delivery system in developing countries.

B. Specific Objectives

The Planning, Development and Training Department will consist of the following:

1. Director of the Department. This person's primary responsibility will be the administration of the department, the planning, organizing, developing and evaluating of the medical services necessary for the operation of Project Concern's global health and dental programs. Secondly, if the director is an M.D., (s)he shall serve as the Project Concern Medical Director and shall have medical jurisdiction over all medical directors, and through them all paramedical personnel serving the organization.

2. Planning Administrator. (S)he shall be the chief implementer of policy and procedure of the Department. (S)he will organize, coordinate and plan a variety of service activities, including recruitment, training and financial services. (S)he shall develop and administer an evaluation process of the Department.

3. Specialist - Financial Services. This employee will plan, organize and direct the overall approach to cost performance; develop

basic cost plans; select and develop methods for control, review and reconcile and justify to management and to AID the financial status forecasts and analyses. Also, (s)he will do special fiscal research for Project Concern.

4. Training Relations Coordinator. This employee shall direct and participate in the selection, preparation and review of educational materials, analyze training needs, keep records and prepare progress reports. (S)he will conduct research, write and direct one writer in producing curriculum for the Project Concern program. Also, (s)he will develop special expertise as liaison with the Latin America program.

5. Placement Coordinator. This employee shall participate in recruiting efforts, interviewing and evaluating applicants for the Planning, Development and Training Department and the three low cost health care delivery teams to be prepared by this group. In addition (s)he will recruit professional and other needs of this department and related positions within Project Concern. Also, (s)he will develop special expertise in Southeast Asian relations and be the liaison with the field programs in this geographic area.

6. Writer. The Writer will interview experts, conduct research, correlate data, develop and write training manuals and other aids as directed by the Training Relations Coordinator. (S)he will maintain special technical information files and reference material.

In addition to the above will be two secretaries and a clerk/typist to provide the necessary support services.

The establishment of the Planning, Development and Training Department with the above personnel and funding for office support and travel will permit Project Concern to expand its low-cost integrated health care delivery system to new populations, promote a higher effectiveness quotient and improve existing services. The department will evaluate and analyze both services currently being offered by Project Concern and other organizations in the health field for their applicability in the integrated healthcare system of Project Concern. It will be responsible for data collection on selected countries in order to develop country specific implementation plans. As these plans are designed, training for the implementation team for each country will be provided along with the development of training materials for each program. The department will monitor and evaluate all phases of country program design and implementation.

C. Implementation Plan

The first year of the grant will see the recruitment of the Planning, Development and Training Staff, arrangement of the necessary office space and equipment, and staff orientation. Once on board they will begin to research the existing health services of Project Concern and those of other organizations providing health care, as well as their related training programs. Field services will be initiated and data from these activities will begin to be analyzed for the design of the master model of the Health Delivery System. Curricula

development for the health teams and village medical assistants (VMA's) will be initiated near the end of the first year.

The second year will see the continuation of the above, with the master model being near its final development and the beginning of the development of one of the country specific programs. Selection of the first new country site will also necessitate the beginning of arrangements for the necessary project and equipment and medicines. The first field team will also be recruited and training materials will be initiated late in the second year.

Year three sees full implementation of the master model and its modifications to Project Concern's existing programs and the second and third new country programs. The two new country specific systems will have been designed and the two additional field teams will be recruited and trained. Training materials for the VMA's will have been completed, VMA's will have been recruited and entered training. Dependent on needs and resources, the Planning, Development and Training Department will be reviewed in light of the success of the systems and programs it developed to determine its future staffing requirements at a lower level, if possible.

It is implicit in the above three year program that the current on-going programs will benefit from the efforts of the department as soon as it starts operation. There will be a close day-to-day relationship with current programs with the implementation and testing of various aspects of the model being applied to the on-going activities

of Project Concern.

D. Reporting

A detailed annual report (6 copies) shall be submitted to PHA/PVC prior to June 1 each year of the grant. This report shall include all information pertinent to the grant and include summaries of all research, analyses, curriculum developments and field trips as well as training programs developed for developing country implementation that has resulted from funding under this grant. Along with summaries of the above, the actual documentation should be available on an "as needed" basis for study, analysis and possible dissemination by A.I.D. and when applicable, for consideration for inclusion in "AID Research & Development Abstracts" and/or other AID technology transfer publications. Notice of technical developments, as they occur, should be provided to PHA/PVC and the Office of Health, in the Technical Assistance Bureau. Special reporting liaison between Project Concern and TA/H may be arranged at a future date should both parties find this beneficial to their programs. Also, one copy of the fiscal report required by Attachment C shall be provided to the Grant Officer.

E. Budget

The funds provided herein shall be used to finance the following items:

	6-15-75 6-14-76 <u>Year One</u>	6-15-76 6-14-77 <u>Year Two</u>	6-15-77 6-14-78 <u>Year Three</u>	<u>Total</u>
1. Salaries and Wages	\$143,000	\$160,000	\$126,000	\$429,000
2. Office Space/Materials	46,500	46,500	43,500	136,500
3. Travel/Transportation	21,000	23,000	20,000	64,000
4. Consultants	14,000	15,000	5,000	34,000
5. Miscellaneous	5,500	5,500	5,500	16,500
<b>TOTAL</b>	<u>\$230,000</u>	<u>\$250,000</u>	<u>\$200,000</u>	<u>\$680,000</u>

The Grantee may not exceed the total amount of the Budget.  
Adjustments among the line items are unrestricted except as limited  
by the Standard Provisions hereof.

22

## STANDARD PROVISIONS

a. Allowable Costs (Oct. 1974)

Only those costs shall be attributed to this Grant which are reasonable, allocable, and allowable in accordance with the terms of this Grant and Subpart 15.2 of the Federal Procurement Regulations (FPR) (Principles and Procedures for use in Cost Reimbursement Type Supply and Research Contracts with Commercial Organizations) in effect on the date of this Grant.\*

\*If this Grant is made to a university, the applicable cost principles are contained in Federal Management Circular 73-8 (Cost Principles for Educational Institutions).

b. Accounting, Audit, and Records (Oct. 1974)

The Grantee shall submit to the Grant Officer an annual financial statement certified by an independent public accountant. Financial records covering all phases of the Grantee's program, including documentation to support entries on the account records and to substantiate expenditures, shall be maintained in accordance with accounting principles generally accepted in the U.S. and consistently applied, and shall be available for examination by personnel authorized by AID. All such financial records shall be maintained for at least three years after final disbursement of funds under this Grant. The AID Auditor General and the Comptroller General or their duly authorized representatives reserve the right to conduct an audit of the Grantee's books and records to determine whether the Grantee organization has expended its funds in accordance with the terms and conditions of this Grant. The Grantee agrees to make available any further information requested by AID with respect to any questions arising as a result of the audit.

c. Refunds (Oct. 1974)

(1) If use of the Grant funds results in accrual of interest to the Grantee or to any other person to whom grantee makes such funds available in carrying out the purposes of this Grant, Grantee shall refund to AID an amount equivalent to the amount of interest accrued.

(2) Funds obligated hereunder, but not disbursed to the Grantee at the time the Grant expires or is terminated, shall revert to AID except for funds encumbered by the Grantee by a legally binding transaction applicable to this Grant. Any funds disbursed to but not expended by the Grantee and in the custody of the Grantee at the time of expiration or termination of the Grant shall be refunded to AID.

(3) If, at the end of the period supported by this Grant, and the end of each subsequent period if the Grant is extended, AID determines that the Grantee has not expended an amount equal to the amount provided and received under this Grant during such period for costs properly attributable to this Grant in accordance with its terms and conditions, then the Grantee will refund to AID the difference between such amount of funds provided and received and such amount expended for costs properly attributable to this Grant.

d. Ineligible Countries (Oct. 1974)

Unless otherwise approved by the Grant Officer, no Grant funds will be attributed to costs incurred in countries ineligible for assistance under the Foreign Assistance Act of 1961, as amended, or under acts appropriating funds for foreign assistance.

e. Equal Opportunity (Oct. 1974)

With regard to the employment of persons in the U.S. under this Grant, Grantee agrees to take all reasonable steps to ensure equality of opportunity in its employment practices without regard to race, religion, sex, color, or national origin of such persons; and that, in accordance with Title VI of the Civil Rights Act of 1964, when work is performed in the U.S. no person shall, on the grounds of race, religion, sex, color, or national origin, be excluded from participation, be denied benefits, or be subjected to discrimination. In addition, the Grantee agrees to comply, in accordance with its written assurance of compliance, with the provisions of Part 209 of Chapter II, Title 22 of the Code of Federal Regulations, entitled "Non-Discrimination in Federally Assisted Programs of the Agency for International Development - Effectuation of Title VI of the Civil Rights Act of 1964."

f. Termination (Oct. 1974)

This grant may be terminated in whole or from time to time in part, by the Grant Officer upon written notice to the Grantee whenever for any reason he shall determine that such termination is in the best interest of the Government. Upon receipt of and in accordance with such notice, the Grantee shall forthwith take appropriate action to minimize all expenditures and obligations financed by this Grant and shall cancel such obligations whenever possible. Except as provided below, no further reimbursement shall be made after the effective date of termination, and the Grantee shall, within thirty (30) calendar days after the effective date of such termination, repay to the Grantor all unexpended portions of funds theretofore paid by the Grantor to the Grantee which are not otherwise obligated by a legally binding transaction applicable to this Grant. Should the funds paid by the Grantor to the Grantee prior to the effective date of the termination of this Grant be insufficient to cover

the Grantee's obligations pursuant to the aforementioned legally binding transaction, the Grantee may submit to the Grantor within ninety (90) calendar days after the effective date of such termination a written claim covering such obligations and, subject to the limitations contained in this Grant, the Grantor shall determine the amount or amounts to be paid by the Grantor to the Grantee under such claim.

g. Officials Not To Benefit (Oct. 1974)

No member of or delegate to Congress or resident commissioner shall be admitted to any share or part of this Grant or to any benefit that may arise therefrom; but this provision shall not be construed to extend to this Grant if made with a corporation for its general benefit.

h. Covenant Against Contingent Fees (Oct. 1974)

The Grantee warrants that no person or selling agency has been employed or retained to solicit or secure this Grant upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, except bona fide employees or bona fide established commercial or selling agencies maintained by the Grantee for the purpose of securing business. For breach or violation of this warranty, AID shall have the right to cancel this Grant without liability or in its discretion to deduct from the Grant amount, or otherwise recover, the full amount of each commission, percentage, brokerage, or contingent fee.

i. Amendment (Oct. 1974)

The Grant Agreement may be amended by formal modifications to the basic grant document or by means of an exchange of letters between the AID Grant Officer and an appropriate official of the Grantee.

j. Grant Agreement (Oct. 1974)

The letter to the Grantee signed by the Grant Officer, the Purpose and Implementation of Grant, the Standard Provisions, and the Payment Provisions, all of which have been reviewed and agreed to by the Grantee, constitute the Grant Agreement.

k. Notices (Oct. 1974)

Any notice given by any of the parties hereunder, shall be sufficient only if in writing and delivered in person or sent by telegraph, cable, registered or regular mail as follows:

TO THE: Cognizant AID Grant Officer

TO GRANTEE: At Grantee's address shown in this Grant, or to such other address as either of such parties shall designate by notice given as herein required. Notices hereunder, shall be effective when delivered in accordance with this clause or on the effective date of the notice, whichever is later.

1. Travel and Transportation (Oct. 1974)

(1) The Grant Officer hereby approves international travel hereunder provided that the Grantee shall obtain written concurrence from the cognizant technical office in AID prior to sending any individual outside the United States to perform work under the Grant. For this purpose the Grantee shall advise the Project Manager at least thirty (30) days in advance of any travel to be undertaken outside the United States. After concurrence is received the Grantee shall provide the cognizant USAID Mission or U.S. Embassy advance notification with a copy to the project officer of the arrival date and flight identification of Grant financed travellers.

(2) Travel to certain countries shall, at AID's option, be funded from U.S.-owned local currency. When AID intends to exercise this option, it will so notify the Grantee after receipt of advice of intent to travel required above. AID will issue a Government Transportation Request (GTR) which the Grantee may exchange for tickets, or AID will issue the tickets directly. Use of such U.S.-owned currencies will constitute a dollar charge to this grant.

(3) The Grantee agrees to travel by the most direct and expeditious route, and to use less than first class transportation unless such use will result in unreasonable delay or increased costs.

(a) All international air travel under this Grant shall be made on United States flag carriers. Exceptions to this rule will be allowed in the following situations provided that the Grantee certifies to the facts in the voucher or other documents retained as part of his Grant records to support his claim for reimbursement and for post audit:

1. Where a flight by a United States carrier is scheduled but does not have accommodations available when reservations are sought;

2. Where the departure time, routing, or other features of a United States carrier would interfere with or prevent the satisfactory performance of official business;

3. Where a scheduled flight by a United States carrier is delayed because of weather, mechanical, or other conditions to such an extent that use of a non-United States carrier is in the Government's interest;

Travel and Transportation - Page 2 of 2

4. Where the appropriate class of accommodations is available on both United States and non-United States carriers, but the use of the United States carrier will result in higher total United States dollar cost to the grant due to additional per diem or other expenses; and

5. Where the appropriate class of accommodations is available only on a non-United States carrier and the cost of transportation and related per diem on the non-U.S. carrier is less than the cost of available accommodations of another class on a United States carrier and related per diem.

(b) All international air shipments under this grant shall be made on United States flag carriers unless shipment would, in the judgment of the Grantee, be delayed an unreasonable time awaiting a United States carrier either at point of origin or transshipment, provided that the Grantee certifies to the facts in the vouchers or other documents retained as part of the Grant records to support his claim for reimbursement and for post audit.

(4) Travel allowances shall be reimbursed in accordance with the Federal Travel Regulations (FTR).

m. Regulations Governing Employees Outside the United States (Oct. 1974)

(1) The Grantee's employees, when employed in work overseas, shall maintain private status and may not rely on local U.S. Government Offices or facilities for support while so engaged.

(2) The sale of personal property or automobiles by Grantee employees and their dependents in the foreign country to which they are assigned shall be subject to the same limitations and prohibitions which apply to direct-hire AID personnel employed by the mission, except as this may conflict with host government regulations.

(3) Other than work to be performed under this Grant for which an employee or consultant is assigned by the Grantee, no regular or short term employee or consultant of the Grantee shall engage, directly or indirectly, either in his own name or in the name or through an agency of another person, in any business, profession or occupation in the foreign countries to which he is assigned.

(4) The Grantee's employees, while in a foreign country, are expected to show respect for its conventions, customs, and institutions, to abide by its applicable laws and regulations, and not to interfere in its internal political affairs.

(5) On the written request of the Grant Officer or of a cognizant Mission Director, the Grantee will terminate the assignment of any individual to any work under the Grant and, as requested, will use its best efforts to cause the return to the United States of the individual from overseas or his departure from a foreign country or a particular foreign locale.

(6) Allowances for employees assigned overseas shall be reimbursed in accordance with the Federal Travel Regulations (FTR).

n. Conversion of United States Dollars to Local Currency (Oct. 1974)

In countries designated "excess" or "near-excess" currency countries, Grantee agrees to convert all United States dollars to local currency through the United States Disbursing Officer, (USDO), American Embassy, unless the Disbursing Officer directs the Grantee otherwise or certifies that no local currency is available.

o. Ineligible Countries (Oct. 1974)

Unless otherwise approved by the Grant Officer, no grant funds will be expended in countries ineligible for assistance under the Foreign Assistance Act of 1961, as amended, or under acts appropriating funds for foreign assistance.

p. Subordinate Agreements (Oct. 1974)

The placement of subordinate agreements (e.g., leases, options, etc.), grants, or contracts with other organizations, firms or institutions and the provisions of such subordinate agreements are subject to prior written consent of the Grant Officer if they will be funded hereunder. In no event shall any such subordinate agreement, grant, or contract be on a cost-plus-a-percentage-of-cost basis. Subordinate contractors (including suppliers) shall be selected on a competitive basis to the maximum practicable extent consistent with the obligations and requirements of this Grant.

9. Procurement of Equipment, Vehicles, Supplies, Materials, and Services (Oct. 1974)

(1) Except as may be specifically approved or directed in advance by the Grant Officer, or as provided in paragraphs (2), (3), and (4) below, all equipment, vehicles, materials, supplies and services the costs of which are to be attributed to this Grant and which will be financed with United States dollars shall be purchased in and shipped from the United States. In addition, for any U.S. purchase transaction in excess of \$2,500 the Grantee shall notify the seller that the item(s) must be of U.S. source and production and comply with the componentry limitations and other requirements applicable to suppliers under AID Regulation 1, and that the supplier must execute and furnish Form AID-282 "Suppliers Certificate and Agreement with the Agency for International Development".

(2) Exceptions to the foregoing are as follows (for Title X Grants only):

Grantee may permit a subgrantee (or the Grantee on his behalf) to procure commodities already in its country (with the exception of contraceptives, drug products, pharmaceuticals, and motor vehicles) in an amount not exceeding a total cost of \$5,000 per subgrantee per annum without regard to limitations, rules and procedures applicable to commodity transactions financed by AID. Such commodities shall not be considered "Already in its country" within the meaning of the aforementioned exception if the commodities have been imported or otherwise brought into the country at the request of the Grantee or subgrantee. A subgrantee's own country for this purpose shall in no event include any of the following: Australia, Austria, Belgium, Canada, Denmark, France, Germany, Spain, Italy, Japan, Luxembourg, Monaco, Netherlands, New Zealand, Norway, South Africa, Sweden, Switzerland, and United Kingdom. The Grantee shall take all reasonable precautions to ensure that the subgrantee does not procure any commodity which has as its country of origin any of the following countries: Albania, Bulgaria, China (Mainland and other Communist-controlled areas), including Manchuria, Inner Mongolia, the provinces of Tsinghai and Sikang, Sinkiang, Tibet, and former Kwantung Leased Territory, the present Port Arthur Naval Base Areas, and Liaoning Province, Cuba, German Democratic Republic, Hungary, North Korea, North Vietnam, Outer Mongolia, Poland, Rumania, and the Union of Soviet Socialist Republics.

(3) Printed or audio visual teaching materials may, to the extent necessary, be purchased outside the United States when:

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(a) Effective use of the materials depend on their being in the local language, and

(b) Other funds including U.S. owned and controlled local currencies are not readily available for procurement of such material.

The order of preference as to countries in which such purchases outside the United States are made shall be:

1. The AID receiving country
2. Countries falling within AID Geographic Code 901
3. Other Countries falling within AID Geographic Code 899

AID Geographic Codes are defined in AIDPR 7-6.5201.1.

(4) Procurements in the country in which an activity is being undertaken and which are less than \$2,500 and are for materials (regularly available and normally sold on the local market) which are to be consumed or expended during the period of this Grant, are exempt from the conditions of Paragraph 1 above, provided that the origin of such materials and supplies and the component parts thereof is a free world country as described in AID Geographic Code 935.

(5) All international air shipments made by the Grantee, to be financed hereunder, shall be made on U.S. flag carriers unless shipment would, in the judgement of the Grantee, be delayed an unreasonable time awaiting a U.S. carrier, either at the point of origin or transshipment, provided that the Grantee certifies to the facts in the documents retained as part of his Grant records for post audit by AID. All international ocean shipment made by the Grantee, to be financed hereunder, shall be made on U.S. flag vessels. Where U.S. flag vessels are not available, or their use would result in a significant delay, the Grantee may obtain a release from this requirement from the Transportation Support Division, Office of Commodity Management, AID, Washington, D.C. 20523, as appropriate, giving the basis for the request.

(6) The Grantee shall obtain competition to the maximum extent possible for any procurement to be financed hereunder. Procurement by the Grantee without consideration of more than one source must be approved by the Grant Officer. In no event will any procurement be on a cost-plus-a-percentage of cost basis. The Grantee shall take all reasonable steps necessary to insure that subgrantees procuring in accordance with Paragraph (2) obtain competition to the maximum extent possible. In addition to the foregoing, for purchases made in the United States the cost of which are to be attributed to this Grant, the Grantee shall comply with the following requirements:

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To permit AID, in accordance with the Small Business Provisions of the Mutual Security Act, to give United States Small Business firms an opportunity to participate in supplying commodities and services procured under this Grant, the Grantee, shall, to the maximum extent possible, provide the following information to the Office of Small Business, AID, Washington, D.C. 20523 at least 45 days prior to placing any order or contract in excess of Five Thousand (\$5,000) Dollars, except where a shorter time is requested of, and granted by the Office of Small Business:

- (a) Brief general description and quantity of commodities or services;
- (b) Closing date for receiving quotations or bids;
- (c) Address where invitations or specifications may be obtained.

(7) Funds provided under this Grant shall not be used to procure any commodity or commodity-related services furnished by any supplier whose name appears on the List of Ineligible Suppliers under AID Regulation 8, "Suppliers of Commodities and Commodity-Related Services Ineligible for AID Financing", Grantee agrees to review said list prior to undertaking any procurement the cost of which is to be attributed to this Grant. AID will provide Grantee with this list.

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r. Title to and Use of Property (Grantee) (Oct. 1974)

Title to all property financed under this Grant shall vest in the Grantee, subject to the following conditions:

(1) The Grantee shall not, under any Government contract or subcontract thereunder, or any Government grant, charge for any depreciation, amortization, or use of any property title to which remains in the Grantee under this clause.

(2) The Grantee agrees to use and maintain the property for the purpose of the grant.

(3) With respect to items having an acquisition cost of \$1,000 or more, title to which vests in the Grantee, the Grantee agrees:

(a) report such items to the Grant Officer from time to time as they are acquired and to maintain a control system which will permit their identification and location.

(b) to transfer title to any such items to the Government in accordance with any written request therefor issued by the Grant Officer at any time prior to final payment under the Grant.

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35

s. Salaries (Oct. 1974)

All salaries, wages, fees, and stipends reimbursed under this Grant shall be in accordance with the Grantee's policy and practice as reviewed and approved by the Grant Officer. In the absence of an approved policy the Grantee shall follow the regulations contained in Section 7-15.205-6 of the Agency for International Development Procurement Regulations.

PAYMENT PROVISIONPeriodic Grant Disbursement

Each month, or at less frequent intervals as agreed upon in advance, Grantee will submit to the Office of Financial Management, FM/CSD, AID, Washington, D.C. 20523 Voucher Form SF 1034 (original) and SF 1034-A, three copies, each voucher identified by the appropriate grant number, in the amount of estimated cash needs for the following month. The voucher shall be supported by an original and two copies of a report rendered as follows:

Amount of Grant	\$xxx
Expended to date	\$xxx
Expended this period (by line item as set forth in budget)	
1.	\$xxx
2.	\$xxx
3.	\$xxx
etc.	
TOTAL THIS PERIOD	\$xxx
Advances outstanding to subgrantees (if any)	\$xxx
Anticipated expenditures next month (dates)	\$xxx
Cash received to date	\$xxx
Cash required next month	\$xxx

The report shall include a certification as follows:

"The undersigned hereby certifies: (1) that the above represents the best estimates of funds needed for expenditures to be incurred over the period described, (2) that appropriate refund or credit to the grant will be made in the event funds are not expended, (3) that appropriate refund will be made in the event of disallowance in accordance with the terms of this grant and (4) that any interest accrued on the funds made available herein will be refunded to AID.

BY \_\_\_\_\_

TITLE \_\_\_\_\_ DATE \_\_\_\_\_"