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RECEIVED DEC 21 1977

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

JAN 1977  
Jeg - & Parker  
neg - P Ware  
BDC/PVC

DEC 15 1977

Mr. Edward P. Bullard  
President  
Technoserve, Inc.  
36 Old Kings Highway South  
Darien, Connecticut 06820

Subject: Specific Support Grant  
AID/pha-G-1085  
Amendment No. 4  
PIO/T No. 3279220

Dear Mr. Bullard:

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.") amends the subject Grant as follows:

1. In the Cover Letter of Amendment No. 3, delete the date "12/31/77" and substitute in lieu thereof, the date "3/31/78".

2. Attachment A - Program Description

Under Article III, Budget - delete the date "12/31/77" and substitute in lieu thereof "3/31/78".

All other terms and conditions remain unchanged.

Please sign the original and all copies of this letter to acknowledge

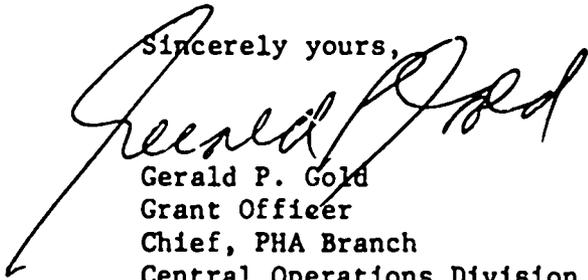
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Mr. E. P. Bullard  
Technoserve, Inc.

-2-

your acceptance of the conditions herein. Retain one copy for your  
file and return the original and remaining copies to this office.

Sincerely yours,



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

ACKNOWLEDGED:

TECHNOSERVE, INC.

BY: G.P. Bullard IV

TYPED NAME: Edward P. Bullard IV

TITLE: President

DATE: Dec. 21, 1977

*Copy 11/22 - S Parker  
Copy - S Bailey*  
DEPARTMENT OF STATE  
AGENCY FOR INTERNATIONAL DEVELOPMENT  
WASHINGTON, D.C. 20523

1, JAN 1977  
PHR/PVC/OPNS  
RECEIVED DEC 29 1976

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Mr. Edward P. Bullard  
President  
Technoserve, Inc.  
36 Old Kings Highway South  
Darien, Connecticut 06820

DEC 13 1976

Subject: Specific Support Grant  
AID/pha-G-1085  
Amendment No. 3  
PIO/T 932-13-950-053-73-3279212

Dear Mr. Bullard:

Pursuant to the authority contained in the Foreign Assistance Act of 1961, as amended, the Agency for International Development (AID) hereby grants to Technoserve, Inc. an additional \$375,000 in support of the third year of the program from 1/1/77 to 12/31/77 as described in the "Program Description" (Attachment A to the subject Grant). The total cumulative obligation under this grant is now \$905,000.

This grant of additional funds 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 the program objectives for the third year as set forth in the Budget (Attachment A.III).

This Grant is further amended as follows:

Attachment A - Program Description, Article III - Budget

1. Delete the statement "Funds in the amount of \$530,000 for the period 1/1/75-12/31/76 have been obligated."
2. Delete any reference to subject to availability of funds.

This Grant is fully funded.

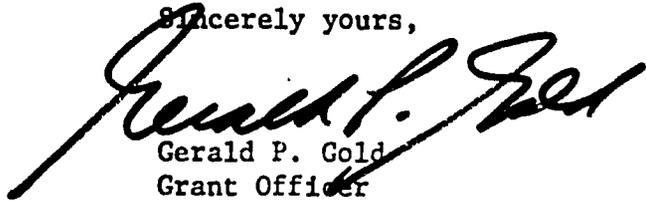
This grant is made to Technoserve on condition that the funds will be administered in accordance with the terms and conditions as set forth

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in Attachment A, entitled "Program Description", Attachment B, entitled "Standard Provisions", and Attachment C, entitled "Payment Provision".

Except as expressly amended herein the subject Grant is hereby ratified, confirmed, and continued in full force and effect in accordance with its terms. Please sign the original and all copies in the space below to acknowledge your understanding of the conditions under which these funds have been granted. Please return the original and six (6) copies.

Sincerely yours,



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

ACKNOWLEDGED:

TECHNOSERVE, INC.

BY: E. P. Bullard

TYPED NAME: Edward P. Bullard IV

TITLE: President

DATE: 1/5/77

**FUNDS OBLIGATED**  
Approp. No. 72-11X-1026  
Allot. No. 26-32-099-00-26-21  
Obl. No. 209212  
Amount \$15,000.00 Obl. 01.2570  
Proj. No. 32-13-200-053-73  
By [Signature] PM/CSD  
Date 12/16/76

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*Greg Mays/Task - L. Tappan  
neg - J. Burke  
PHA/PVCT/OLK*

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

29 SEP 1976

RECEIVED SEP 20 1976

SEP 7 1976

Mr. Edward P. Bullard  
President  
Technoserve, Inc.  
36 Old Kings Highway South  
Darien, Connecticut 06820

Subject: Specific Support Grant  
Amendment No. 2 to  
Grant No. AID/pha-G-1085,  
PIO/T No. 3219202

Dear Mr. Bullard:

Pursuant to the authority contained in the Foreign Assistance Act of 1961, as amended, the Agency for International Development (AID) hereby grants to Technoserve, Inc. an additional Two Hundred Thousand Dollars (\$200,000) in support of the second year of the program from 1/1/76-12/31/76 as described in the "Program Description" (Attachment A to the subject Grant). The total cumulative obligation under this grant is now \$530,000.

This Grant of additional funds 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 the program objectives for the second year as set forth in the Budget (Attachment A. III).

This Grant is made to Technoserve 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".

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The grant is hereby further amended as follows:

## Attachment A - Program Description

Delete Article III - Budget in its entirety and substitute in lieu thereof the following:

### "III - BUDGET (Estimated)

<u>Category</u>	<u>Year I</u> <u>1/1/75-12/31/75</u>	<u>Year II</u> <u>1/1/76-12/31/76</u>	<u>Year III</u> <u>1/1/77-12/31/77</u>	<u>Total</u>
Salaries & Wages	\$ 76,000	\$216,000	\$225,000	\$517,000
Travel & Transportation	26,000	63,000	65,000	154,000
Office Expenses	46,000	56,000	60,000	162,000
Other Direct Costs	<u>21,000</u>	<u>26,000</u>	<u>25,000</u>	<u>72,000</u>
Total	\$169,000	\$361,000	\$375,000	\$905,000"

Funds in the amount of \$530,000 for the period 1/1/75-12/31/76 have been obligated.

Within the total amount obligated, the Grantee may adjust line items and years as reasonably necessary to achieve the objectives of the program.

Subject to program evaluation and availability of funds, additional funds may be granted for the third year of this grant.

Except as expressly amended herein the subject grant is hereby ratified confirmed, and continued in full force and effect in accordance with its terms. Please sign the original and all copies in the space below to

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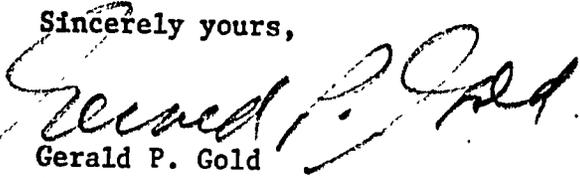
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acknowledge your understanding of the conditions under which these funds have been granted. Please return the original and six (6) copies.

Sincerely yours,



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

ACKNOWLEDGED:  
TECHNOSERVE, INC.

BY: G. P. Ballard

TYPED NAME: E.P. Ballard IV

TITLE: Pres.

DATE: Sept. 21, 1976

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

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1, 8, 76*

M KOHAN  
PHN/PHC/OPNS

L. TAMMEL

DEC 16 1975

RECEIVED  
DEC 16 1975

Mr. Edward P. Bullard  
President  
Technoserve, Inc.  
36 Old Kings Highway South  
Darien, Connecticut 06820

Subject: Letter Amendment No. 1 to  
AID/pha-G-1085  
PIO/T No. 932-13-950-053-73-3269213

Dear Mr. Bullard:

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 Technoserve, Inc. (hereinafter referred to as "Technoserve" or "Grantee") an additional sum of \$150,000 in partial support of the second year of the program from 1-1-76 to 12-31-76 as described in the Attachment to this grant entitled "Program Description". The total amount obligated under this Grant is now \$330,000.

This Grant of additional funds 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 the program objectives for the second year as set forth in the Budget (Attachment A. III).

This Grant is made to Technoserve 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".

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The subject grant is hereby amended as follows:

Attachment A

1. Article II. A.

Delete Paragraph 2h and in lieu thereof insert the following:

"2. Grantee's Illustrative Staffing Schedule:

b. CY1976

1. U.S. Staff

a. Program Officer

b. Part-time Secretary

2. Overseas staff - Latin American Region

a. Program Officer

3. Continue support for CY1975 activities as

reported in PAR."

2. Article II. B.2.

a. Delete subparagraphs a.(2) and a.(3) in their entirety.

b. Delete Paragraph b. in its entirety and in lieu thereof

insert the following:

"b. CY1976

1. Augmentation of El Salvador staff with the following:

a. Project Advisor

b. Project Advisor

c. Secretary

2. Technoserve plans to open an office in Nicaragua and staff it with the following types of positions:

- a. Senior Project Advisor or Associate Project Advisor
- b. Project Advisor
- c. Project Advisor
- d. Secretary

3. Technoserve plans to open a new country program in Africa and/or open a new office in Ghana or Kenya and staff in with the following types of positions:

- a. Senior Project Advisor or Associate Project Advisor
- b. Project Advisor
- c. Project Advisor
- d. Secretary"

3. Article III

a. Delete the budget in its entirety and in lieu thereof insert the following:

	FM:1/01/75 TO:12/31/75	1/01/76 12/31/76	1/01/77 12/31/77	TOTAL
1. Salary & Wages	\$ 71,000	\$190,000	\$215,000	\$ 476,000
2. Travel & Transportation	25,000	60,000	93,000	178,000
3. Office Expense	50,000	80,000	59,000	189,000
4. Other Direct Expense	22,000	32,000	8,000	62,000
<b>TOTAL</b>	<b>\$168,000</b>	<b>\$362,000</b>	<b>\$375,000</b>	<b>\$ 905,000 -</b>

b. In the first sentence under the Budget columns add the following phrase after the word "program": "and funds remaining at the end of a budget year may be carried forward for commitment in the next year".

### 3. Article IV

Delete the "suggested output indicators" listed therein and in lieu thereof insert the following:

"a. Training and recruitment program instituted and functioning.

b. The production of a technical paper and miscellaneous articles on the state of the art of the effectiveness of self-help enterprise development.

c. New management level staff for central and regional offices.

d. Increased LDC government funding.

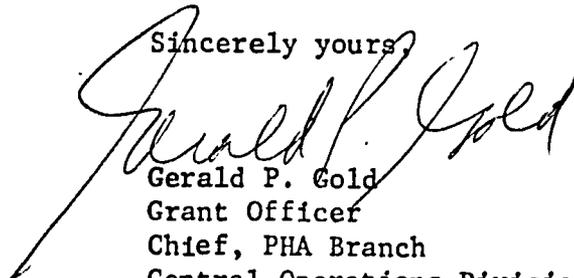
e. New country initiatives and/or a system of transferring the Technoserve process to areas in which Technoserve is not operating on-going programs and/or new regional programs within existing countries of operation.

f. LDC government or Government-related agreements with Technoserve'

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. Please return the original and six (6) copies of this letter to my office, making sure the copy you retain does not contain the stamp "Funds Available".

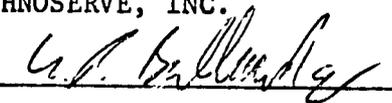
Sincerely yours,



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

ACKNOWLEDGED:

TECHNOSERVE, INC.

BY: 

TYPED NAME: Edward P. Bullard, IV

TITLE: President

DATE: Dec. 29, 1975

*R. Anderson*

07 JAN 1975

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

Mr. Edward P. Bullard  
President  
Technoserve, Inc.  
P. O. Box 409  
309 Greenwich Avenue  
Greenwich, Connecticut 06830

Subject: AID/pha-G-1085  
PIO/T 932-13-950-053-73-  
3259024

Dear Mr. Bullard:

Pursuant to the authority contained in the Foreign Assistance Act of 1961, as amended, the Agency for International Development (hereinafter referred to as "AID" or "Grantor") hereby grants to Technoserve, Inc. (hereinafter referred to as "Technoserve" or "Grantee") the sum of One Hundred and Eighty Thousand Dollars (\$180,000) to enable Technoserve to expand its capabilities in the areas of management, staffing, training, program and project analysis and evaluation, and new project initiatives. This is more fully described in an attachment to this Grant entitled "Program Description."

The 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 the program objectives during the period set forth in the Budget.

This Grant is made to Technoserve 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, which provides for the method of payment.

Please sign the Statement of Assurance of Compliance, enclosed herein, and the original and six (6) 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 five (5) copies of this Grant to the Office of Contract Management.

Sincerely yours,

*Harriett S. Crowley*  
Harriett S. Crowley  
Deputy Assistant Administrator

Bureau for Population and Humanitarian Assistance

Attachments:

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

ACCEPTED:

Technoserve, Inc.

By *E. P. Bullard*

Typed Name *E. P. Bullard*

Title *President*

Date *12/30/74*

<u>FUNDS OBLIGATED</u>	
Approp. No.	<u>72-1181027</u>
Allot. No.	<u>427-32-099-00-76-51</u>
Obl. No.	<u>3259024</u> Obj. Cl. <u>259</u>
Amount	<u>\$ 180,000.00</u>
Proj. No.	<u>932-13-950-053</u>
FM/CSD	
By	<u><i>J. Lindsay</i></u> Date <u><i>12-31-74</i></u>

PROGRAM DESCRIPTION

I. OBJECTIVE

A. The purpose of the grant is to enable Technoserve to expand its capabilities in the areas of management, staffing, training, program and project analysis and evaluation, and new program initiatives, thereby increasing its effectiveness in aiding the poorest majority in developing countries to achieve economic well-being through the development of self-help enterprise and local self-reliance.

II. IMPLEMENTATION

A. Institutional Capability

1. In order to enable Technoserve to accomplish the above objectives, the grant shall be used by Technoserve to expand the following areas:

a. Management and administration

1) Increase central office and de-centralize management with geographic and functional expertise.

b. Training and recruitment

1) Add specialists to central and regional offices for training and recruiting staff for career positions with Technoserve and LDC government counterpart institutions.

c. Analysis, evaluation and technology transfer

1) Add specialists to central and regional offices with these skills.

2. Grantee's Illustrative Staffing Schedule:

a. CY 1975

1) U.S. staff

- a) Program Officer
- b) Evaluation/Training Officer
- c) Secretary

2) Overseas staff - Latin America region

- a) Regional Director
- b) Administrator
- c) Secretary

b. CY 1976

- 1) U.S. staff - One Program Officer for central office.
- 2) Overseas staff - West Africa:
  - a) Regional Director
  - b) Administrator
  - c) Secretary
- 3) Continue support for CY 1975 activities as per above.

- c. CY 1977 - Continue support for CY 1975 and 1976 activities as per above and one additional analyst for Latin America office.

B. New Program Initiatives

1. Hiring of new and specialized staff or the initiation of new development programs. On new country programs, stressing training and local institution building through a process of self-help enterprise development.

2. The Grantee's Illustrative Staffing Schedule:

a. CY 1975

- 1) Technoserve plans to open an office in El Salvador and staff it with the following types of positions:
  - a) Senior Project Advisor
  - b) Associate Project Advisor
  - c) Project Advisor
  - d) Secretary
- 2) Technoserve plans to open an office in Nicaragua and staff it with the following types of positions:
  - a) Senior Project Advisor
  - b) Associate Project Advisor
- 3) Technoserve plans to open a new program office in Ghana or Kenya and staff it with the following types of positions:
  - a) Associate Project Advisor
  - b) Project Advisor
  - c) Secretary

b. CY 1976 - continue above activities

- 1) Augmentation of the Nicaragua staff with the following:
  - a) Project Advisor
  - b) Secretary

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2) Technoserve plans to open an office to cover Togo and Dahomey which will have the following types of positions:

- a) Senior Project Advisor
- b) Associate Project Advisor
- c) Project Advisor
- d) Secretary

c. CY 1977 - continue above activities

1) Technoserve plans to open a new office in Latin America and one in Africa and hire for each the following type of positions:

- a) Senior Project Advisor
- b) Associate Project Advisor
- c) Project Advisor
- d) Secretary

C. Annual Staff Review and Planning Meeting - Technoserve plans to convene annually a senior staff meeting either in the U.S. or overseas for the purpose of training, planning, evaluation and cross-fertilization between country programs.

D. The above schedule of activities is illustrative only. Staffing positions are at the discretion of Technoserve. Country selection and regional office location shall be subject to the concurrence of PHA/PVC.

### III. BUDGET (Estimated)

	Fm: 1/01/75	1/01/76	1/01/77	
	To: 12/31/75	12/31/76	12/31/77	<u>Total</u>
1. Salary & Wages	\$107,000	\$211,000	\$215,000	\$533,000
2. Travel & Transport.	37,000	101,000	93,000	231,000
3. Office Expense	30,000	55,000	59,000	144,000
4. Other Direct Expenses	<u>6,000</u>	<u>8,000</u>	<u>8,000</u>	<u>22,000</u>
Total	\$180,000	\$375,000	\$375,000	\$930,000

Within the total amount granted, the Grantee may adjust line items as is reasonably necessary to achieve the objectives of the program.

Subject to program evaluation and availability of funds, additional funds may be granted for CY 1976 and CY 1977.

### IV. REPORTS

A. A detailed annual report (6 copies) shall be submitted to PHA/PVC prior to December 1 of each year of the grant. The report shall include all information pertinent to the grant and include such output indicators agreeable to the Grantee and AID such as listed below. Technoserve shall, to the extent possible, analyze how women are employed and include such findings in their report. It is expected, though not required, that all

quarterly reports, technical papers, journal articles, state of the art monographs that may directly or indirectly emanate from the increased capability of Technoserve be submitted to assist in evaluation of the grant and, when applicable, for consideration for inclusion in the "AID Research and Development Abstracts" and/or other AID technology transfer publications. Copies of agreements between Technoserve and LDC governments will also be forwarded, as related to the grant.

Suggested output indicators are:

- a. Net jobs created
- b. Income accruing to nationals
- c. Population affected
- d. Local investment generated
- e. Sales volume generated
- f. Development entities established. (i.e., LDC governmental or para-statal institutions)

B. One copy of the fiscal report required by Attachment C shall be provided to the Grant Officer.

Attachment B

STANDARD PROVISIONS

a. Allowable Costs and Payment (Oct. 1974)

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 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. Payment of allowable costs shall be in accordance with Attachment C of this Grant.

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

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 (1) until the expiration of three years from the date of termination of the program and (2) 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.

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 at the time of expiration or termination of the Grant shall be refunded to AID.

(3) 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.

d. Equal Opportunity Employment (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 funded by this Grant 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."

e. Termination (Oct. 1974)

This Grant may be terminated at any time, in whole or 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 immediate action to minimize all expenditures and obligations financed by this Grant, and shall cancel such unliquidated 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 this 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 (90) calendar days after the effective date of such termination a written claim covering such obligations, and, subject to the limitations contained in the Grant, the Grant Officer shall determine the amount or amounts to be paid by the Grantor to the Grantee under such claim.

f. 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.

g. Covenant Against Contingent Fee (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.

h. Nonliability (Oct. 1974)

AID does not assume liability with respect to any claims for damages arising out of work supported by its grants.

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 Program Description and the Standard Provisions which have been reviewed and agreed to by the Grantee, constitute the Grantee 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 (CM/COD/PHA)

To Grantee - At Grantee's address shown in this Grant, or to such other address as either or 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.

10/15/74

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;

10/17/71

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).

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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, professions 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).

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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.

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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.

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q. 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:

Not Available Document

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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:

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) to 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 ready 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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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.

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10/5/74

PAYMENT PROVISION

Periodic 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)	\$xxx
1.	\$xxx
2.	\$xxx
3.	\$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 \_\_\_\_\_