

DFCG 712

AGENCY FOR INTERNATIONAL DEVELOPMENT
WASHINGTON, D C. 20523

APR 20 1990

Mr. Mario H. Ochoa
Executive Vice President
Adventist Development and
Relief Agency International
12501 Old Columbia Pike
Silver Spring, MD. 20904

Subject: Grant No.: LAC-0304-G-00-0012-00

Dear Mr. Ochoa:

Pursuant to the authority of 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 the Adventist Development and Relief Agency International (hereinafter referred to as "ADRA" or "Grantee") the sum of \$1,600,000 to provide support to ADRA's development program as described in the Schedule of this grant and in Attachment 2 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 for the estimated period April 25, 1990 to April 25, 1991. Funds dispensed by A.I.D., but uncommitted by the Grantee at the expiration of this period shall be refunded to A.I.D.

This grant is made to ADRA on condition that the funds will be administered in accordance with the terms and conditions set forth in Attachment 1, entitled the "Schedule," Attachment 2, entitled "Program Description," and Attachment 3, entitled "Index of Mandatory Standard Provisions and Optional Standard Provisions," which have been agreed to by your organization.

Please acknowledge receipt and acceptance of the grant by signing all copies of this cover letter, retain one copy for your files, and return the remaining copies to this office, being sure to return all copies marked "Funds Available."

Sincerely,



Peter J. Howley
Grant Officer
Overseas Division/LAC
Office of Procurement

ACKNOWLEDGED:

THE ADVENTIST DEVELOPMENT AND RELIEF AGENCY INTERNATIONAL

By: *Mario H. Ochoa*

Typed Name: Mario H. Ochoa

Title: Executive Vice President

Date: April 23, 1990

FUNDS AVAILABLE

Initials: *R. Anderson*
4-19-90

Fiscal Data

PFM/FM/A/PNP

PIO/T No:	OFFICE OF FINANCIAL MANAGEMENT
Appropriation Symbol:	524-0304-3-0653602
Allotment Symbol:	72-11X1038
Budget Plan Code:	808-65-524-00-69-01
Project No.:	LRRX90-35524-KG15
Obligated Amount:	524-0302
Cumulative Obligation:	\$1,600,000
Total Estimated Cost:	\$1,600,000
DUNS No.:	\$1,600,000
E.I. No:	00-6919-732
Project Office:	52-064-3036
	LAC/DR/HPN

Attachments:

1. Schedule
2. Program Description
3. Index of Mandatory Standard Provisions and Optional Standard Provisions

Schedule

A. Purpose of Grant

The purpose of this grant is to provide partial support to the grantee's development program as described in Attachment 2 to this grant, entitled "Program Description."

B. Period of Grant

1. The effective date of this grant is indicated on the Cover Letter. The estimated expiration date of this grant is April 25, 1991.
2. Funds obligated hereunder are available for program expenditures for the estimated period April 15, 1990 to April 25, 1991.

C. Amount of Grant and Payment

1. The total amount of this grant for the period shown in B.2., above, is \$1,600,000.
2. A.I.D. hereby obligates the amount of \$1,600,000 for U.S. Dollar program expenditures during the period set forth in B.2., above, and as shown in the Financial Plan below. None of this assistance may be provided to or through the Government of Nicaragua.
3. Payment shall be made to the Grantee in accordance with procedures set forth in Attachment 3 - Optional Standard Provision No. 1 entitled "Payment - Letter of Credit."
4. Documentation required by the payment provision noted above shall be submitted to:

Agency for International Development
PFM/FM/CMPD
Room 700, SA-2
Washington, D.C. 20523

D. Financial Plan

The following is the financial plan for this grant, including local cost financing items, if authorized. Revisions to this Plan shall be made in accordance with the Standard Provision of this grant entitled "Revision of Grant Budget." A more detailed breakdown of individual line items is included in the Grantee's proposal which is incorporated herein by reference.

<u>Cost Element</u>		<u>Total</u>	
		(4/25/90 - 4/25/91)	
		<u>USAID</u>	<u>ADRA</u>
1. Program Direct Costs	U.S.	\$ 896,331	U.S. \$
2. Procurement		471,408	400,000
3. Indirect Costs		<u>232,261</u>	
GRAND TOTAL		\$1,600,000	\$400,000

E. Reporting and Evaluation

1. Reporting/Monitoring:

- A. Monthly/Quarterly Reports: Reports on project implementation are due monthly for the first three months of program activity and quarterly thereafter. Ten copies of the "Monthly/Quarterly Report on Program Implementation" should be submitted to the A.I.D. Project Officer, LAC/DR/HPN, AID/W, not later than five working days after the last day of the month on which they are due.
- B. Final Report: A final, end-of-project report will be required via a format to be provided to the recipient at a later date.
- C. Interim Reports: Prior to the required final performance reporting date, events may occur that have significant impact upon the project. In such instances, the recipient shall inform the Grant and Project Officers as soon as the following types of conditions become known:
 - a. Problems, delays, or adverse conditions that will materially affect the ability to attain program objectives, prevent the meeting of time schedules and goals, or preclude the attainment of project work activities by the established time period. This disclosure shall be accompanied by a statement of the action taken, or contemplated, and any assistance needed to resolve the situation.

b. Favorable developments or events that enable time schedules to be met sooner than anticipated or more work activities to be performed than originally projected.

D. One copy of the final report shall be sent to the Grant Officer whose address appears on the grant cover letter.

2. Site Monitoring:

From time-to-time A.I.D. officers and/or their representatives will, with prior notification to the recipient, visit selected project sites.

3. Financial reporting requirements shall be in accordance with the Standard Provision of this grant entitled "Payment-Letter of Credit." The original and 2 copies of all such reports shall be submitted to: Cash Management and Payment Division (FM/CMPD/DCB), Office of Financial Management, A.I.D., Washington, D.C. 20523.

4. An end of project financial audit is required in order to assure proper expenditure of funds in accordance with the grant agreement.

F. Overhead Rate

Pursuant to the Standard Provision of this grant entitled "Negotiated Indirect Cost Rates - Provisional," the following overhead rate is established:

<u>Rate</u>	<u>Base</u>	<u>Period</u>
17%	(a)	1/1/90 until amended

(a) Total direct costs excluding donated commodities and ocean freight.

G. Title to Property

Title to property procured under this grant will vest in the grantee in accordance with Optional Standard Provision 20 of this grant.

H. Authorized Geographic Code

The authorized geographic code for procurement of goods and services under this grant is "935," Special Free World. This includes any area or country in the Free World and the cooperating country itself.

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I. Closeout Procedures

This section prescribes uniform closeout procedures for this grant.

- 1. The following definitions shall apply for the purpose of this section:**
 - a. Closeout.** The closeout of a grant is the process by which A.I.D. determines that all applicable administrative actions and all required work of the grant have been completed by the grantee and A.I.D.
 - b. Date of Completion.** The date of completion is the date on which the work under the grant is completed or the date on the award document, or any supplement or amendment thereto, on which A.I.D. sponsorship ends.
 - c. Disallowed Costs.** Disallowed costs are those charges to a grant that A.I.D. or its representative determines to be unallowable in accordance with the applicable Federal cost principles or other conditions contained in the grant.
- 2. A.I.D. closeout procedures include the following requirements:**
 - a.** Upon request, A.I.D. shall make prompt payments to a grantee for allowable reimbursable costs under the grant being closed out.
 - b.** The grantee shall immediately refund any balance or unobligated (Unencumbered) cash that A.I.D. has advanced or paid and that is not authorized to be retained by the grantee for use in other grants or agreements.
 - c.** A.I.D. shall obtain from the grantee within 90 calendar days after the grant expires all financial, performance, and other reports required as a condition of the grant. A.I.D. may grant extensions when requested by the grantee.

- d. The grantee shall account for any property acquired with A.I.D. funds or received from the Government in accordance with Attachment N of OMB Circular A-110 entitled "Property Management Standards."
- e. In the event a final audit has not been performed prior to the closeout of the grant, A.I.D. shall retain the right to recover an appropriate amount after fully considering the recommendations on questioned costs resulting from the final audit.

Adventist Development and Relief Agency International

Program Description

A. Project Design/Principal Activities:

ADRA's general goal is to implement an emergency assistance program which will combine a number of resources to support Nicaragua in its efforts to rebuild the economy and find the path to self-sustaining, equitable economic growth within the framework of a democratic, pluralistic society and an outward-oriented market economy.

ADRA's specific objective for CASA is to provide primary health care and supplementary food to approximately 80,000 beneficiaries (16,000 families). The emphasis of the program will be rural with no less than 75 percent of beneficiaries (60,000) targeted for small towns and villages with little or no access to development resources.

The two major target areas will be Ocotal on the northern border of Nicaragua with Honduras, and Esteli, at a main north-south, east-west cross roads, giving access to many rural communities that were hard hit by the war.

Primary health care will be offered to all beneficiaries by approximately 60 locally selected community health workers (CHWs) who will be provided training to enable them to give first aid for injuries; standardized treatment for the most common illnesses, including malaria, diarrhea, and pneumonia; preventive care emphasizing nutrition screening and health/nutrition education, oral rehydration therapy, and immunizations; and the home follow-up of high risk individuals. The health teams in each area will be responsible, with technical assistance from ADRA International, for stimulating the selection, training, and continuing education of the CHWs. These teams will also provide at least monthly supervisory/training visits to each CHW, combining this with the delivery of medical care beyond that which can be delivered by the CHWs.

Title II food commodities will be provided as an additional resource to complement the PHC interventions. This resource will be targeted to the project's most vulnerable beneficiaries, namely pregnant and lactating mothers and children under five with second

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and third degree malnutrition. Beneficiary selection will be determined by simple growth monitoring methods. ADRA anticipates that approximately three members out of each of the 16,000 families will qualify to benefit from this resource. ADRA proposes a ration of 2.5 kg. of food per beneficiary per month which is consistent with current information on calorie and protein gaps for the target population. Food resources, where possible, will be used to address critical project constraints by 1) serving as a nutrition supplement for high risk family members; 2) and supplementing household food availability.

Project inputs, outputs, plan of action, management and implementation plan will be adjusted in focus and quantity to satisfy the objectives outlined in this revision. All other factors in the original proposal will remain essentially unchanged. Project services will be delivered as agreed between April 25, 1990 to April 25, 1991. Project constraints remain essentially unchanged with the exception that procurement and logistical challenges will be greatly simplified by the change in focus and size of the program.

ADRA continues to emphasize the importance of conducting a "quick and dirty" current health survey in the areas it proposes to serve and requests the right to make the appropriate adjustments in project inputs as current conditions become more clearly defined. ADRA also continues to emphasize its commitment to a clear transition from emergency to long-term rehabilitation and development efforts and will make every effort to integrate this program with future projects that will build on the lessons learned and the investments made during the CASA initiative.

ADRA's contribution will consist of clothing valued at \$150,000 plus medical equipment and supplies valued at \$250,000. These contributions will be used to enhance the services provided to each community by their CHWs.

B. Capacity to effectively deliver proposed programs in required timeframe:

Implementation constraints as identified by ADRA effect the deployment of material and personnel. Nonetheless, because of ADRA's strong and country-wide indigenous church network, the emergency program experience and experience gained with CSAP in 1988, it is felt that ADRA is qualified to undertake a comprehensive primary health care program in Nicaragua.

C. Activities Initiation:

USAID expects ADRA to initiate program activities in Nicaragua within 30 days or less of the execution of the grant. We understand ADRA Project Management staff will be in-country beginning o/a May 1, 1990.

AID 1350-1 (3 87) *PIO/T PROJECT IMPLEMENTATION ORDER/TECHNICAL SERVICES	1. Cooperating Country NICARAGUA	Page 1 of _____ Pages
	2. PIO/T No. 524-0304-3-0653602	3 <input checked="" type="checkbox"/> Original or Amendment No. _____
	4. Project Activity No. and Title Survival Assistance for Civilian Victims of the Civil Strife in Central America (CASA) Adventist Development and Relief Agency International (ADRA) 524-0302	

DISTRIBUTION Date Posted: <u>4-17-90</u> Initials: <u>K. Anderson</u> PPM/FM/A/PIP FUNDS RESERVED BY: OFFICE OF FINANCIAL MANAGEMENT	5. Appropriation Symbol 72-11X1038 808-65-524-00-69-01	6. Budget Plan Code LRRX90-35524-KG15
	7. Obligation Status <input checked="" type="checkbox"/> Administrative Reservation <input type="checkbox"/> Implementing Document	8. Project Assistance Completion Date (Mo., Day, Yr.) N/A
	9. Authorized Agent MS/OP/OS	10. This PIO/T is in full conformance with PRO/AG No. _____ Date _____
	11a. Type of Action and Governing AID Handbook <input type="checkbox"/> AID Contract (HB 14) <input checked="" type="checkbox"/> AID Grant or Cooperative Agreement (HB 13) <input type="checkbox"/> PASA RSSA (HB 12) <input type="checkbox"/> Other	11b. Contract Grant, Cooperative Agreement/PASA/RSSA Reference Number (If this is an Amendment) N/A

12. Estimated Financing (A detailed budget in support of column (2) is attached as Attachment No. <u>2</u>)					
Maximum AID Financing Available	A Dollars	(1) Previous Total	(2) Increase	(3) Decrease	(4) Total to Date
			\$1,600,000		\$1,600,000
	B U.S.-Owned Local Currency				

13. Mission References
 Invitation for Application (IA) No. 05-90-003
 Auth. Memo Brown/Schieck dtd. 4/11/90

14A. Instructions to Authorized Agent
 MS/OP/OS is requested to execute a grant with the Adventist Development and Relief Agency International (ADRA) to carry out approved activities under the Survival Assistance for Civilian Victims of the Strife in Central America (CASA) Program as outlined in the Program Description, Attachment 1.

14B. Address of Voucher Paying Office
 FM/PAFD, Room 700 SA-2

15. Clearances—Include typed name, office symbol, telephone number and date for all clearances

A. The Project Officer certifies that the specifications in the statement of work or program description are technically adequate LAC/DR/HPN: J. Park LAC/DR/HPN: T. Park	Phone No. _____ Date <u>4/13/90</u>	B. The statement of work or program description lies within the purview of the initiating office and approved agency programs LAC/DP: J. Francis LAC/DP: C. Williams	Date <u>4/13/90</u>
C LAC/DR: L. Odle GC/LAC: K. Hansen LAC/DR: E. Brinerman	Date <u>4/13/90</u> <u>4/16/90</u>	D. Funds for the services requested are available FM	Date _____

16. For the Cooperating Country The terms and conditions set forth herein are hereby agreed to
 Signature _____ Date _____
 Title _____

17. For the Agency for International Development
 Signature Terrence J. Brown Date 4/20/90
 Title Director, LAC/DR

*See HB 3, Sup A App C, Att B, for preparation instructions. Note: The completed form contains sensitive information whose unauthorized disclosure may subject an employee to disciplinary action

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