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UNITED STATES OF AMERICA
AGENCY FOR INTERNATIONAL DEVELOPMENT

September 21, 1990

P. O. BOX 9130
Dar es Salaam, Tanzania

Dr. Suchet Louis
Director
Tuskegee University
Tuskegee, Alabama

Subject: Cooperative Agreement No. 623-0000-A-00-0032-00, Tuskegee -
Sokoine University Linkages Project No. 621-0174

Dear Dr. Louis:

Pursuant to the authority contained in the Foreign Assistance Act of 1961, as amended, and the Grant and Cooperative Agreement Act of 1977, the Agency for International Development (hereinafter referred to as "A.I.D.") hereby provides to the Tuskegee University, (hereinafter referred to as "Tuskegee" or "Recipient") the sum of Eight Hundred and Ten Thousand dollars (\$810,000) to provide support for a program entitled Tuskegee -Sokoine University Linkages in Tanzania as described in the Attachment I, "Schedule", of this Cooperative Agreement and Attachment II, entitled "Program Description".

This Cooperative Agreement is effective and obligation is made as of the date of this letter. The estimated date of completion of this Agreement is 30 September 1995. Funds obligated hereunder are available for program expenditures for the period 21 September 1990 through February 1992.

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The total estimated cost of this Agreement is \$2,385,754 for the Agreement period. Additional funding up to the amount of one million five hundred seventy-five thousand seven hundred fifty-four dollars (\$1,575,754) in support of this program will be provided to Tuskegee subject to the availability of funds.

This Cooperative Agreement is made on condition that the funds will be administered in accordance with the terms and conditions as set forth in Attachment I, entitled "Schedule", Attachment II, entitled "Program Description" and Attachment III, entitled "Standard Provisions" which have been agreed to by your organization.

Please sign the original and each copy at this letter to acknowledge your acceptance of the conditions under which these funds have been provided.

Special attention is invited to the following FAR clauses, the texts of which are found in Attachment III, "Standard Provisions". FAR 52.203-12, "Limitation on Payments to Influence Certain Federal Transactions" and far 52.223-5, "Certification Regarding a Drug-Free Workplace".

Sincerely,

Richard J. Womack

Richard J. Womack
Agreement Officer

Attachments:

- I. Schedule
- II. Program Description
- III. Standard Provisions

ACKNOWLEDGED:

Tuskegee University

BY *[Signature]*

TITLE: President

DATE: September 21, 1990

USAID/Tanzania

BY: *[Signature]*

TITLE: Director

DATE: September 30, 1990

FISCAL DATA

Appropriation :72-1101014
Budget Plan Code :GSSA-90-21621-KG13
PIO/T No. :621-0174-3-00026
Project No. :621-0174
Total Estimated Amount: \$2,385,754
Total Obligated Amount: \$810,000
Technical Office :Program Office, USAID/Tanzania

FUNDS AVAILABLE

Office of the Controller USAID/TANZANIA

Date: 9/21/90 09/21-90

SCHEDULE

I. PURPOSE OF COOPERATIVE AGREEMENT

The purpose of this Cooperative Agreement is to enable Tuskegee University to enhance the teaching and research capabilities of the Sokoine University of Agriculture, as more fully described in Attachment II of this Cooperative Agreement entitled "Program Description".

II. PERIOD OF COOPERATIVE AGREEMENT

1. The effective date of this Agreement is the date of the Cover Letter and the estimated completion date is 30 September 1995.

2. Funds obligated hereunder are available for program expenditures from the effective date to February, 1992.

III. AMOUNT OF COOPERATIVE AGREEMENT AND PAYMENT

1. The total estimated amount of this Agreement for the period shown in II.1. above is \$2,385,754.

2. A.I.D. hereby obligates the amount of \$810,000 for program expenditures during the period set forth in II.2. above as shown in the Financial Plan for this Agreement.

3. Payment shall be made to the Recipient in accordance with procedures set forth in Attachment III - Standard Provision of this Cooperative Agreement entitled "Payment - Letter of Credit".

4. Additional Funds up to the total amount of the Agreement shown in III.1. above may be obligated by A.I.D. subject to the availability of funds, and to the requirements of the Standard Provision of the Agreement entitled "Revision of Financial Plans".

IV. FINANCIAL PLAN

1. The following is the Budget for this Cooperative Agreement. The Recipient may not exceed the grand total of the total estimated amount or the obligated amount (see para III. 2 above), whichever is less. Revision to this budget shall be made in accordance with the Standard Provision of the Agreement entitled "Revision of Grant Budget" as shown in Attachment III.

2. Notwithstanding the effective date of this Cooperative Agreement, and subject to the Standard provision entitled "Allowable Costs," costs incurred on or after 13 September 1990 shall be eligible for reimbursement hereunder. Such costs are included in the Cooperative Agreement Budget.

3. The Recipient may adjust line item amounts as may be reasonably necessary for the attainment of Program Objectives provided that no single line item will be increased by more than 15% without the prior written consent of the Agreement Officer.

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4.

COST ELEMENT	<u>FINANCIAL PLAN</u>					
	<u>YEAR 1</u>	<u>YEAR 2</u>	<u>YEAR 3</u>	<u>YEAR 4</u>	<u>YEAR 5</u>	<u>TOTAL</u>
Salaries*	\$76,849	\$89,004	\$81,529	\$93,824	\$102,368	\$443,574
Travel & Transportation	\$72,400	\$63,110	\$67,534	\$60,904	\$48,564	\$312,512
Per Diem	\$28,470	\$24,950	\$21,320	\$18,770	\$17,560	\$111,070
Consultants	\$22,500	\$16,000	\$7,500	\$7,500	\$2,000	\$55,500
Education and Training	\$100,000	\$150,000	\$100,000	\$25,000	- 0 -	\$375,000
Other Direct Costs	\$143,500	\$115,000	\$84,000	\$71,000	\$31,000	\$444,500
Over Head (30.6%)	\$135,778	140,167	\$110,736	\$84,761	\$61,656	\$533,098
Materials and Equipment	\$110,500		-	-	-	\$110,500
TOTALS	\$689,997	\$598,231	\$472,619	\$361,759	\$263,148	\$2,385,754

* Includes 15.5% fringe benefits for Tuskegee personnel.

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V. REPORTING

1. FINANCIAL REPORTING

a. Financial reporting requirements shall be in accordance with the Standard Provision of this Agreement entitled "Payment-Letter of Credit" as shown in Attachment III.

b. All financial reports shall be submitted to the A.I.D. Office of Financial Management, Cash Management and Payment Division (PFM/FM/CMP) pursuant to the Standard Provision entitled "Payment - Letter of Credit". In addition, one copy of all financial reports shall be submitted to the USAID/Tanzania Project Officer.

2. TECHNICAL REPORTING

a. Workplan Requirement

Within sixty days of the signing of the Cooperative Agreement, Tuskegee University (TU), in consultation with Sokoine University of Agriculture (SUA), will submit to A.I.D. a detailed annual workplan. The workplan will include any required commodity procurement and the budget. The first year workplan will stipulate that a monitoring plan will be prepared and submitted to A.I.D. The monitoring plan will include quantifiable outputs and objectively verifiable indicators. The monitoring plan will be subject to A.I.D. approval. In order to avoid duplication of effort, the workplan must address liaison and coordination with other A.I.D.-funded activities, as well as Tanzanian Government agencies. USAID/Tanzania approval of annual workplans will constitute A.I.D. authorization to continue activity and incur expenses under the Cooperative Agreement. Approved annual workplans will be required for each successive year.

b. Program Performance Reports

(1) The Recipient shall submit program performance reports, and a final report, as specified in Attachment 2, The Program Description.

c. At the request of the Project Officer, the Recipient will prepare and present the following information:

(1) A comparison of actual accomplishments with the goals established for the period. If the output of programs or projects can be readily quantified, such quantitative data should be related to cost data for computation of unit costs.

(2) Delays or problems encountered, and reasons why established goals were not met, if applicable.

(3) Goals and activities for the next reporting period.

(4) Other pertinent information including the status of finances and expenditures. This shall include a special finance section, conforming to the line items of the budget of this Cooperative Agreement, which summarizes program expenditures, by showing actual expenses by month for the current reporting period, cumulative expenses from inception to date, the budget of this Cooperative Agreement, estimated expenses during the next reporting period, and estimated expenses through the estimated completion date of this Cooperative Agreement. When appropriate, analysis and explanation of cost overruns of high unit costs.

(5) Between the required performance reporting dates, events may occur that have significant impact upon the program. In such instances, the Recipient shall inform AID as soon as the following types of conditions become known:

(6) 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 units by established time periods. This disclosure shall be accompanied by a statement of the action taken, or contemplated, and any AID assistance needed to resolve the situation.

(7) Favorable developments or events that enable time schedules to be met sooner than anticipated or more work units to be produced than originally projected.

(8) Training Reports -

TU and SUA will ensure that the objective of any long-term training funded under the cooperative agreement will be to increase the practical teaching skills of SUA faculty. In this regard, overseas staff training will require prior justification. All pertinent HB 10 requirements must be met.

VI. SUBSTANTIAL INVOLVEMENT UNDERSTANDINGS

It is understood and agreed that AID shall be substantially involved during the implementation of this Cooperative Agreement, as follows:

In carrying out this statement of work, Tuskegee will report as required by the Project Officer. Quarterly narrative and financial reports will be submitted to that same officer. At a minimum, Tuskegee must submit for A.I.D.'s review and approval the names of candidates to fill technical assistance positions, proposed annual workplans and budgets, and requests for issuance and replenishment of periodic advances as detailed in the optional standard provisions attached to Tuskegee's Cooperative Agreement with A.I.D. for this project.

VI. TITLE TO PROPERTY

1. Title to property acquired hereunder shall vest in the Grantee. The Standard Provision of this Grant entitled "Title To and Care of Property (Grantee Title)" applies.

VII. AUTHORIZED GEOGRAPHIC CODE

1. The authorized geographic code for the procurement of goods and services under this grant is A.I.D. Geographic Code 935. Notwithstanding the forgoing, the Grantee will use its best effort to maximize procurement from the U.S. The Grantee's annual progress report will include information on sources and origin of all non-expendable commodities purchased and a statement of why it was not practical to purchase from the U.S.

2. Source. Source means the country from which a commodity is shipped to the Cooperating Country or the Cooperating Country itself if the commodity is located therein at the time of purchase. However, where a commodity is shipped from a free port or bonded warehouse in the form in which received therein, source means the country from which the commodity was shipped to the free port or bonded warehouse.

3. Origin. The origin of a commodity is the country or area in which a commodity is mined, grown, or produced. A commodity is produced when through manufacturing, processing, or substantial and major assembling of components, a commercially recognized new commodity results that is substantially different in basic characteristics, or in purpose or utility, from its components.

4. Componentry. Components are the goods that go directly into the production of a produced commodity. AID componentry rules are as follows:

(a) If a commodity produced in a country or area included in the authorized geographic code set forth above contains no imported component, it is eligible for AID financing.

(b) Unless otherwise specified herein, components from the United States, the Cooperating Country, and any other countries included in AID Geographic Code 941 may always be utilized in unlimited amounts, regardless of the authorized geographic code set forth above.

(c) Unless procurement is authorized from countries included in AID Geographic Code 899, components from AID Geographic Code 899 countries not included in AID Geographic Code 941 are limited according to the following rules:

(1) They are limited only if acquired by the producer in the form in which they were imported;

(2) The total cost to the producer of such components (delivered at the point of production) may not exceed 50% (unless another percentage is specified herein) of the lowest price (excluding the cost of ocean transportation and marine insurance) at which the supplier makes the commodity available for export sale (whether or not financed by AID).

(d) Any component from a country not included in AID Geographic Code 935 makes the commodity ineligible for AID financing hereunder.

5. Nationality of Supplier. Except as specified in the Standard Provisions of this Grant entitled "Air Travel and Transportation", "Ocean Shipment Of Goods", and "Ineligible and Restricted Goods and Services", in order to be eligible for AID financing hereunder, any supplier of goods or services hereunder must fit one of the following categories:

(a) A privately-owned commercial (i.e., for profit) corporation or partnership supplying services must be incorporated or legally organized under the laws of a country or area included in the authorized geographic code set forth in paragraph G.1. above; must have its principal place of business in a country or area included in the authorized geographic code; and must meet the criteria set forth in subparagraph (1) or (2) below:

(1) The corporation or partnership is more than 50% beneficially owned by individuals who are citizens of a country or area included in the authorized geographic code. In the case of corporations, "more than 50% beneficially owned" means that more than 50% of each class of stock is owned by such individuals; in the case of partnerships, "more than 50% beneficially owned" means that more than 50% of each category of partnership interest (e.g., general, limited) is owned by such individuals. With respect to stock or interest held by companies, funds, or institutions, the ultimate beneficial ownership of individuals is controlling; or

(2) The corporation or partnership:

(A) Has been incorporated or legally organized in the United States for more than 3 years prior to the issuance date of this solicitation; and

(B) Has performed within the United States similar administrative and technical, professional, or construction services under a contract or contracts for services, and derived revenue therefrom in each of the 3 years prior to the issuance date of this solicitation; and

(C) Employs United States citizens in more than half its permanent full-time positions in the United States; and

(D) Has the existing capability in the United States to perform the contract.

(b) A nonprofit organization (e.g., educational institutions, foundations, and associations) supplying services must meet all the criteria in subparagraphs (1), (2), and (3) below. NOTE: International Agricultural Research Centers and such other international research centers as may be, from time to time, formally listed as such by the Senior Assistant Administrator of the AID Bureau of Science and Technology (SAA/S&T), are considered to be of U.S. nationality.

(1) The nonprofit organization must be organized under the laws of a country or area included in the authorized geographic code; and

(2) The nonprofit organization must be controlled and managed by a governing body, a majority of whose members are citizens of countries or areas included in the authorized geographic code; and

(3) The nonprofit organization must have its principal facilities and offices in a country or area included

(g) A local supplier of construction services, when the Cooperating Country is an authorized source for services and the estimated cost of the construction services is \$5 million or less, a corporation or partnership which is determined by AID to be an integral part of the local economy is eligible (such AID determination is contingent on first ascertaining that no U.S. construction company with the required capability is currently operating in the Cooperating Country, or, if there is such a company, that it is not interested in bidding for the proposed construction contract). A corporation or partnership is an integral part of the local economy provided:

(1) It has done business in the Cooperating Country on a continuing basis for not less than three years prior to the issuance date for the solicitation (i.e., invitation for bids, request for proposals);

(2) It has a demonstrated capability to undertake the proposed activity;

(3) All, or substantially all, of its directors of local operations, senior staff, and operating personnel are resident in the Cooperating Country;

(4) Most of its operating equipment and physical plant are in the Cooperating Country.

(h) Notwithstanding the foregoing, an AID Geographic Code 941 supplier of construction or engineering services must be approved in advance by the Agreement Officer.

6. Eligibility of Commodities Determined by Ineligibility of Carrier and Marine Insurance

(a) Commodities shipped by a transportation medium owned, operated, or under the control of any country not included in AID Geographic Code 935 are ineligible for AID financing hereunder, regardless of whether such transportation costs are financed hereunder.

(b) Commodities are ineligible for AID financing hereunder if shipped on a vessel which AID has designated as ineligible, regardless of whether such transportation costs are financed hereunder.

(c) With respect to paragraph (c) of the clause of the Standard Provision of this Grant entitled "Ineligible and Restricted Goods and Services", if the Cooperating Country discriminates against any marine insurance company authorized to do business in any state of the United States, failure to

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in the authorized geographic code.

(c) An individual supplying services must be a citizen of, and have its principal place of business in, a country or area included in the authorized geographic code; or, must be a non-U.S. citizen lawfully admitted for permanent residence in the United States and have its principal place of business in the United States. The foregoing nationality provision for an individual supplying services does not apply to the employees of the Recipient or contractors and subcontractors, but all Recipient, contractor and subcontractor employees engaged in providing services under this contract must be citizens of countries included in Geographic Code 935, or non-U.S. citizens lawfully admitted for permanent residence in the United States.

(d) A joint venture or unincorporated association supplying services must consist entirely of individuals, corporations, partnerships, or nonprofit organizations which are eligible under paragraphs (a), (b), or (c) above.

(e) A supplier of goods must meet any one of the criteria in subparagraphs (1), (1), (3), or (4) below.

(1) The supplier must be an individual who is a citizen or legal resident of a country or area included in the authorized geographic code; or

(2) The supplier must be a corporation or partnership organized under the laws of a country or area included in the authorized geographic code; or

(3) The supplier must be a controlled foreign corporation of which more than 50% of the total combined voting power of all classes of stock is owned by United States shareholders within the meaning of Section 957 et seq. of the Internal Revenue Code (26 USC 957); or

(4) The supplier must be a joint venture or unincorporated association consisting entirely of individuals, corporations, or partnerships which are eligible under any of the foregoing criteria.

(f) A Government Owned Organization, i.e. a firm operated as a commercial company or other organizations (including nonprofit organizations other than public educational institutions) which are wholly or partially owned by governments or agencies thereof, are not eligible for AID financing hereunder. This restriction applies to suppliers of commodities, but not to suppliers of services.

insure all AID-financed commodities with U.S. insurance companies shall render the commodities ineligible for AID financing hereunder.

(d) Commodities are ineligible for AID financing hereunder if shipped under an ocean or air charter that has not received prior approval of AID/Washington, regardless of whether such transportation costs are financed hereunder.

7. AID Geographic Codes

AID Geographic Codes are defined in Appendix D of AID Handbook 18, which, as from time to time amended, is incorporated herein as a part of this Grant by reference.

8. Approvals

In accordance with paragraph 13 of Attachment B of OMB circular A-122, which requires prior AID approval of certain equipment and other capital expenditures, the Agreement Officer does hereby provide approval for such expenditures; PROVIDED, however, that such purchase must be within the terms and conditions of this Cooperative Agreement, and shall serve to promote the purposes and objectives of this Cooperative Agreement.

9. Automation Equipment

Notwithstanding paragraph 8 above, the recipient must obtain the approval of the AID Project specified in the Cover Letter of this Cooperative Agreement for any purchases of automation equipment (e.g. computers, word processors, etc.), software, or related services made hereunder, if the total cost of such purchases will exceed \$100,000/ The AID Project Office must, in turn, have the concurrence of AID/W, M/SEP/IRM, before providing any such approvals.

IX. INDIRECT COSTS RATES

1. Pursuant to the Standard Provision of this Cooperative Agreement entitled "Negotiated Indirect Cost Rates - Predetermined", a rate or rates shall be established for each of the Ricipient's accounting periods which apply to this Agreement. Pending establishment of revised predetermined or final indirect cost rates for each of the Ricipient's accounting periods which apply to this Agreement, payments on account of allowable indirect costs shall be made on the basis of the following negotiated predetermined rate(s) applied to the base(s) which are set forth below.

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<u>Type</u>	<u>Rate</u>	<u>Base</u>
Overhead		
a. On-campus	30.6%	Total direct costs excluding capital expenditures (alterations, improvements, renovations, equipment), tuition, remission, patient care charges, the portion of each individual subgrant or sub contract in excess of \$25,000 and stipends.

PROGRAM DESCRIPTION

A. OBJECTIVE

The purpose of this Cooperative Agreement is to enable Tuskegee University to enhance the teaching and research capabilities of the Sokoine University of Agriculture.

B. SCOPE OF WORK

1. Background. The Sokoine University of Agriculture's mandate is training students in the agricultural sciences, applied research and extension. The Institute of Continuing Education (ICE) is the University's primary outreach organization and works with small farmers and the extension service of the Ministry of Agriculture and Livestock Development. The Faculty of Agriculture carries out applied research as well as basic agricultural education. Presently, outreach activities are very limited and the research is more academic than farmer oriented. Additionally, the present curriculum does not adequately consider the significant role that women play in Tanzanian agriculture.

Tuskegee University and Sokoine University submitted a proposal to AID which was designed to increase the flow of information between the farms and the University, and to develop courses which focus on the role of women in agriculture. The proposal called for a reorientation of the curriculum to better reflect the needs of the small farmer.

A number of constraints to effective outreach have been identified by Tuskegee and Sokoine. These include:

- A. There is limited tradition of faculty involvement in outreach activities; hence there are no models to follow.
- B. Conducting off-campus work is difficult due to the lack of transport and travel funds, and living off-campus for an extended period lacks appeal.
- C. Research and extension equipment and supplies are in very short supply.
- D. Library materials in support of these activities are severely limited.



- E. Criteria for promotion and regulations for tenure do not reward faculty for excellence in extension and applied research unless they publish.
- F. The potential for faculty from other departments utilizing the outreach facility of the ICE has not been fully exploited.
- G. Lack of printing facility for simple extension brochures, leaflets and posters.

2. Description of Activities. This cooperative agreement will facilitate the reorientation of the curriculum by strengthening Sokoine's institutional capabilities. This activity will focus on those constraints which can be addressed through strengthening of Sokoine's professional capabilities in teaching and applied research through revisions to the agriculture curriculum. As a first step in addressing the constraints the Tuskegee University will provide Sokoine with the technical assistance to evaluate the extent of the following constraints:

- (1) Discipline-specific research which does not fully consider the diverse nature of the problems facing farmers and rural people;
- (2) Resource allocation that pays little attention to product distribution network and its supportive services;
- (3) How effective a research-extension linkage can be in Tanzania given the current distribution of those functions among organizations and institutions;
- (4) The extent to which theory is emphasized in the training of extension workers compared to emphasis on effective extension methods, communication techniques, farm management and other practical skills;
- (5) Adaptiveness of current research to environmental and resource conditions of the intended users of the technology;
- (6) Contributions of team work by researchers, extension personnel, and administrative organizations of the GOT;
- (7) Identification and prioritization of constraints to production, distribution, and extension;

- (8) The degree of effectiveness of a feedback system which provides information on areas requiring research; and
- (9) The involvement of SUA in the decision-making process by MALD and how that level of involvement will affect sustainability.
- (10) Gender related constraints to include; lack of sensitivity towards gender issues, inadequate numbers of qualified women to articulate women's needs, lack of socio-economic data on which to base extension and training programs for women, and constraints associated with traditional male/female relationships.

Improving Staff Research Capability. Teaching staff have traditionally carried out discipline-specific research which often does not fully address the diverse and integrated constraints to farming at the village level. As a result, even the training offered to students and extension workers tends to be discipline-oriented rather than problem-oriented.

It is necessary that opportunities are provided for staff to carry out problems-oriented research in villages. This kind of research must be adaptive and multidisciplinary in order to reflect the diverse work environment of farmers. In this way staff will be more exposed to real out reach situations which they can in turn utilize professionally in their classroom and practical teaching. Staff will achieve this goal by working with students on special projects and participating in orientation seminars that will be regularly arranged.

Tuskegee will provide technical assistance to develop a program of applied research designed to maximize student participation.

Student Training.

One of the aspects to be emphasized during student training will be the provision of practical and farmer-oriented learning experiences. This calls for a revision of the curriculum which reflects farmers needs. Tuskegee will provide assistance to develop a curriculum which will include small farm assessments to identify problems faced by farmers, to teach students approaches to developing solutions and programs for dissemination of innovations. The program will involve students working closely with extension workers. As a part of the revised curriculum, students will carry out applied research projects as part of their degree requirements.

Development of SUA-TU Linkage

Tuskegee University and Sokoine University will sign a separate memorandum of understanding (MOU) once the Cooperative Agreement is signed. This MOU will establish a long-term institutional linkage that will extend beyond the life of the Cooperative Agreement. Continuing activities envisaged under the relationship include: joint research programs; joint publications; jointly hosting seminars; faculty exchanges, student exchanges and sponsoring of faculty participation in national and international meetings.

C. KEY PERSONNEL:

1. Project Coordinator. The Project Coordinator will be based at Tuskegee and will have overall responsibility for the project. The Project Coordinator will have responsibility for the following specific activities:

—develop a detailed workplan to be submitted to AID within sixty days of signing the Cooperative Agreement.

—develop a monitoring and evaluation plan which will contain quantitative outputs and verifiable indicators.

—conduct the above mentioned assessment of constraints.

—in collaboration with Sokoine, determines requirements for short-technical expertise.

—provides assistance in developing a practical curriculum and program of applied research which integrates Faculty of Agriculture and Institute of Continuing Education resources.

—provides assistance in developing courses on women in agriculture.

—arranges training for Sokoine staff.

—arranges faculty exchanges between Tuskegee and Sokoine.

2. Tuskegee Home Office Administrator. Tuskegee will name a home office administrator to be responsible for all administrative and support requirements of the agreement.

D. REPORTING. Trip Reports by all short-term technical assistants including Tuskegee officer, which detail the objectives of the trip, accomplishments, any problems encountered and followup actions required;

E. Training. Tuskegee will arrange for training in the U.S. for six Sokoine faculty members. The specific areas of training are:

--Educational Media/Communications. To learn to develop curriculum materials for using media and audio-visual aids in agricultural education.

--Women in Development. To learn to prepare course materials that will sensitize students, faculty and research personnel in gender issues and to carry out research on gender issues in agriculture.

--Agronomy. To develop practical teaching skills and curriculum development in agronomy.

--Farming Systems Research. To develop research and technical skills necessary to prepare training materials in farming systems research.

--Rural Farm Technology. To prepare students in identifying, evaluating and carrying out research on appropriate rural technologies.

--Home Economics. To develop course work in basic home economics with the focus on the farm family.

E. EVALUATION. The project will be monitored and periodically evaluated both internally and by external consultants/organizations. Tuskegee and Sokoine will establish a Monitoring and Evaluation Committee (MEC) which will meet periodically to review progress under the project and where appropriate, to take corrective measures.

Tuskegee, in collaboration with Sokoine will submit to USAID/Tanzania for approval a monitoring and evaluation plan. The plan will include quantifiable outputs and objectively verifiable indicators.

ATTACHMENT III

STANDARD PROVISIONS

The Standard Provisions set forth as Attachment 3 of this Agreement consist of the following Mandatory and Optional Standard Provisions marked by an "X", which are incorporated as part of this Agreement by reference with the same force and effect as if included in full text. Full text of the Mandatory and Optional Standard Provisions designated below may be obtained from the project office specified on the cover page.

MANDATORY STANDARD PROVISIONS FOR U.S. NONGOVERNMENTAL GRANTEES I

Title

1. Allowable Costs
2. Accounting, Audit and Records
3. Refunds
4. Revision of Grant Budget
5. Termination and Suspension
6. Disputes
7. Ineligible Countries
8. Non discrimination
9. U.S. Officials not to Benefit
10. Nonliability
11. Amendment
12. Notices

1. When these standard provisions are used for cooperative agreements, the following terms apply: "Grantee" means "Recipient," "Grant" means "Cooperative Agreement", and "A.I.D. Grant Officer" means "A.I.D. Agreement Officer".

ADDITIONAL STANDARD PROVISIONS FOR
U.S., NONGOVERNMENTAL GRANTEES

The following standard provisions which have been checked are hereby incorporated into the grant/agreement.

- | | |
|--|-------|
| 1. Payment - Letter of Credit | X |
| 2. Payment - Periodic Advance | _____ |
| 3. Payment - Cost Reimbursement | _____ |
| 4. Air Travel and Transportation | X |
| 5. Ocean Shipment of Goods | X |
| 6. Procurement of Goods and Services | X |
| 7. AID Eligibility Rules for Goods and Services | X |
| 8. Subagreements | X |
| 9. Local Cost Financing | X |
| 10. Patent Rights | X |
| 11. Publications | X |
| 12. Negotiated Indirect Cost Rates -
Predetermined | X |
| 13. Negotiated Indirect Cost Rates -
Provisional | _____ |
| 14. Regulations Governing Employees | X |
| 15. Participant Training | X |
| 16. Voluntary Population Planning | _____ |
| 17. Protection of the Individual as a
Research Subject | _____ |
| 18. Care of Laboratory Animals | _____ |
| 19. Government Furnished Excess Personal
Property | _____ |
| 20. Title to and Use of Property (Grantee
Title) | X |
| 21. Title to and Care of Property (U.S.
Government Title) | _____ |
| 22. Title to and Care of Property
(Cooperating Country Title) | _____ |
| 23. Cost Sharing (Matching) | _____ |
| 24. Use of Pouch Facilities | X |
| 25. Conversion of United States Dollars
to Local Currency | X |

52.223-5 Certification Regarding a Drug-Free Workplace (MAR 1989)

- (a) Definitions. As used in this provision,
- "Controlled substance" means a controlled substance in schedules I through V of Section 202 of the Controlled Substances Act (21 U.S.C. 812) and as further defined in regulation at 21 CFR 1308.11-1308.15.
- "Conviction" means a finding of guilt (including a plea or nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes.
- "Criminal Drug Statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, possession, or use of any controlled substance.
- "Drug-free workplace" means a site for the performance of work done in connection with a specific contract at which employees of the Contractor are prohibited from engaging in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance.
- "Employee" means an employee of a Contractor directly engaged in the performance of work under a Government contract.
- "Individual" means an offeror/contractor that has no more than one employee including the offeror/contractor.
- b. By submission of its offer, the offeror, if other than an individual, who is making an offer that equals or exceeds \$25,000, certifies and agrees, that with respect to all employees of the offeror to be employed under a contract resulting from this solicitation, it will —
- (1) Publish a statement notifying such employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Contractor's workplace and specifying the actions which will be taken against employees for violations of such prohibition;
 - (2) Establish a drug-free awareness program to inform such employees about—
 - (i) The dangers of drug abuse in the workplace;
 - (ii) The Contractor's policy of maintaining a drug-free workplace;
 - (iii) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (iv) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
 - (3) Provide all employees engaged in performance of the contract with a copy of the statement required by subparagraph (b) (1) of this provision;

22

- (4) Notify such employees in the statement required by subparagraph (b) (1) of this provision, that as a condition of continued employment resulting from this solicitation, the employee will-
 - (i) Abide by the terms of the statement; and
 - (ii) Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction;
 - (5) Notify the Contracting Officer within ten (10) days after receiving notice under subdivision (b) (4) (ii) of this provision, from an employee or otherwise receiving actual notice of such conviction; and
 - (6) Within thirty (30) days after receiving notice under subdivision (b) (4) (ii) of this provision of a conviction, impose the following sanctions or remedial measures on any employee who is convicted of drug abuse violations occurring in the workplace:
 - (i) Take appropriate personnel action against such employee, up to and including termination; or
 - (ii) Require such employee to satisfactorily participate in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency.
 - (7) make a good faith effort to maintain a drug-free workplace through implementation of subparagraphs (b) (1) through (b) (6) of this provision.
- c. By submission of its offer, the offeror, if an individual who is making an offer of any dollar value, certifies and agrees that the offeror will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in the performance of the contract resulting from this solicitation.
 - d. Failure of the offeror to provide the certification required by paragraphs (b) or (c) of this provision, renders the offeror unqualified and ineligible for award. (See FAR 9.104-1(g) and 19.602-1(a) (2) (1).)
 - e. In addition to other remedies available to the Government, the certification in paragraphs (b) and (c) of this provision concerns a matter within the jurisdiction of an agency of the United States and the making of a false, fictitious, or fraudulent certification may render the maker subject to prosecution under Title 18, United States Code, Section 1001.

2 Certification and Disclosure Regarding Payments to Influence Certain Federal Transactions (JAN 1990)

- (a) The definitions and prohibitions contained in the clause at FAR 52.203-12, Limitation on Payments to Influence Certain Federal Transactions, included in this solicitation, are hereby incorporated by reference in paragraph (b) of this certification.
- (b) The offeror, by signing its offer, hereby certifies to the best of his or her knowledge and belief as of December 23, 1989, that —
- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress on his or her behalf in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
 - (2) If any funds other than Federal appropriated funds (including profit or fee received under a covered Federal transaction) have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress on his or her behalf in connection with this solicitation, the offeror shall complete and submit, with its offer, G&B Standard Form-LLL, Disclosure of Lobbying Activities, to the Contracting Officer; and
 - (3) He or she will include the language of this certification in all subcontract awards at any tier and require that all recipients of subcontract awards in excess of \$100,000 shall certify and disclose accordingly.

1 2 3 4	 9.0 BUDGET (U.S. Dollars) ITEMS	A UNITS	B	C	D	E	F	G	H
			1	2	3	4	5	TOTAL	
5	1. PERSONNEL								
6									
7	1.01 Project Coordinator TU (1)		46536	47932	49370	50851	52377	247066	
8									
9	1.02 Administrative Assistant		20000	20600	21218	21854	22509	106181	
10									
11									
12									
13									
14	1.03 Fringe Benefits								
15	(15.5%)		10313	10622	10941	11269	11607	54752	
16									
17	1.04 U.S. Consultants								
18	Salaries \$275/day		16500	11000	5500	5500	0	38500	
19									
20	1.05 Other Consultants (30d/y)								
21	Salaries		6000	5000	2000	2000	2000	17000	
22									
23	1.06 Evaluating Team								
24									
25	U.S. members								
26	\$275/d (1)		0	6050	0	6050	9075	21175	
27	TZ members (2)		0	3800	0	3800	6800	14400	
28									
29	Total I		99349	105004	89029	101324	104368	499074	
30									
31	II. TRAVEL & TRANSPORTATION								
32									
33	A. International (Round trip) RT								
34	\$3300/RT								
35									
36									
37	2.1 Project Coordinator (3RT)		9900	10395	10914	11459	12032	54700	
38	2.2 Work Plan/Assessment Team (3)		9900	0	0	0	0	9900	
39	2.3 US Consultants (20RT)		16500	17325	18191	19100	0	71116	
40	2.4 MEC (4RT)		13200	13860	14553	15280	16044	72937	
41	2.5 U.S. Evaluator (3RT)		0	3300	0	3465	3638	10403	
42									
43	2.6 TU Administrator (3RT)		4500	0	4800	0	5050	14350	
44									
45									

LI

ITEM	UNITS	Y	E	A	R		TOTAL
		1	2	3	4	5	
2.7 SUA Administrator (2RT)		0	4500	0	4800	0	9300
2.8 SUA Staff (6RT)		6600	6930	7276	0	0	20806
2.9 SUA Staff to SADCC Regional		5000	0	5000	0	5000	15000
B. Local Travel							
2.10 Project Coordinator TU		2800	2800	2800	2800	2800	14000
2.11 Project Coordinator SUA		1000	1000	1000	1000	1000	5000
2.12 Project Personnel Local Travel		3000	3000	3000	3000	3000	15000
TOTAL II		72400	63110	67534	60904	48564	312512
III PER DIEM							
3.1 Project Coordinator 30d x \$105		3150	3150	3150	3150	3150	15750
120d x \$55		6600	6600	6600	6600	6600	33000
3.2 US Consultants 140 days		3300	2200	1100	1100	0	7700
3.3 Work Plan / Assessment 30 days x 3		4950	0	0	0	0	4950
3.4 MEC 60 Man-days/Y \$105		4840	4840	4840	4840	4840	24200
3.5 US Evaluators 66 Man-days		0	1210	0	1210	1210	3630
3.6 Tanzanians Evaluators 66 Man-days		0	1210	0	1210	1210	3630
3.7 TU Admin./OC 10 days/Y		550	0	550	0	550	1650
3.8 SUA Admin./OC 10 days/Y x \$66		0	660	0	660	0	1320
3.9 SUA Staff to US 60 days x 66		3960	3960	3960	0	0	11880
3.10 SUA Staff to SADCC Region		1120	1120	1120	0	0	3360
TOTAL III		28470	24950	21320	18770	17560	111070
IV. TRAINING							
4.1 L/T Training in US 3MS + 3Ph.D. @\$25000/Y (Fees + Tuition + Maintenance + Thesis + Travel)		100000	150000	100000	25000	0	375000

20

AA
FC

	S	T	U	V	W	X	Y	Z	
ITEMS	UNITS								
			1	2	3	4	5	TOTAL	
9	Total IV		100000	150000	100000	25000	0	375000	
11	V. EQUIPMENT								
13	5.1 25 Seater Mini Bus (1)		25000	0	0	0	0	25000	
15	5.2 6 Passenger 4 WD (2)		30000	0	0	0	0	30000	
17	5.3 Spare Parts (10% Price)		5500	0	0	0	0	5500	
21	5.4 Motorcycle 5 x \$2000		10000	0	0	0	0	10000	
23	5.5 Audiovisual Equipment		10000	0	0	0	0	10000	
25	5.6 Camping Equipment (Bed +								
26	25 flysheets + poles + pins)		1500	0	0	0	0	1500	
28	5.7 Tents for 10 People (1)		1500	0	0	0	0	1500	
30	5.8 Tents for 5 people (2)		2000	0	0	0	0	2000	
34	5.9 PC Computers & Accessories								
35	(1 laptop, 2 fox Machines, 1 Desktop)		25000	0	0	0	0	25000	
36	Total V		110500	0	0	0	0	110500	

ITEMS	UNITS	Y	E	A	R	3	4	5	Total
		1	2	3	4	5	6	7	8
----- VI. OTHER DIRECT COSTS -----									
6.1 Fuel		20000	15000	10000	10000	5000			60000
6.2 Printing		10000	15000	10000	10000	5000			50000
6.3 Extension & Adaptive Research Support Staff Strengthening		60000	50000	40000	30000	10000			190000
6.4 Stationery		4000	4000	3000	2000	1000			14000
6.5 Communication		10000	9000	8000	6000	2000			35000
6.6 Insurances									
DBA		2500	2500	2500	2500	2500			12500
Med Evacuation		1000	500	500	500	500			3000
6.7 Shipping and Freight		25000	10000	5000	5000	0			45000
6.8 Local Language Training		4000	4000	0	0	0			8000
6.9 Miscellaneous Expenses (Visas, Airport Taxes, Inoculations Med Exams, Home/Airport Travels)		7000	5000	5000	5000	5000			27000
TOTAL VI		143500	115000	84000	71000	31000			444500
TOTAL		554219	458064	361883	276998	201492			1852656
OVERHEAD (30.6%)		135778.0	140167.6	110736.2	84761.39	61656.55			533099.736
GRAND TOTAL		689997.0	598231.6	472619.2	361759.4	263148.6			2385755.736

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AID 1350 1 (3 871) *PIO/T	AGENCY FOR INTERNATIONAL DEVELOPMENT PROJECT IMPLEMENTATION ORDER/TECHNICAL SERVICES	1 Cooperating Country TANZANIA	Page 1 of 8 Pages
		2 PIO/T No. 621-0174-3-00026	3 <input checked="" type="checkbox"/> Original or Amendment No _____
		4. Project/Activity No and Title 621-0171 TUSKEGEE UNIVERSITY - SOKOINE UNIVERSITY OF AGRICULTURE LINKAGES PROJECT	

DISTRIBUTION	5 Appropriation Symbol 72-1101014		6 Budget Plan Code GSSA-90-21621-KG13		
	7. Obligation Status <input checked="" type="checkbox"/> Administrative Reservation <input type="checkbox"/> Implementing Document		8 Project Assistance Completion Date (Mo, Day, Yr) 9/30/95		
	9 Authorized Agent REDSO/ESA		10 This PIO/T is in full conformance with PRO/AG No na 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 1)				
	Maximum AID Financing Available		(1) Previous Total	(2) Increase	(3) Decrease
A Dollars		- 0 -	\$810,000	-	\$810,000
B U S Owned Local Currency					
13 Mission References STATE 307025	14A Instructions to Authorized Agent REDSO GRANTS/CONTRACT OFFICER IS INSTRUCTED TO NEGOTIATE A COOPERATIVE AGREEMENT WITH TUSKEGEE UNIVERSITY TO PROVIDE TECHNICAL SERVICES AS SPECIFIED IN THE ATTACHED PROGRAM DESCRIPTION.				
	14B. Address of Voucher Paying Office OFFICE OF THE CONTROLLER AID/TANZANIA				

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 J. ROSE, PO	Phone No Date 9/20/90	B The statement of work or program description lies within the purview of the initiating office and approved agency programs J. SCHLESINGER	Date 9/20/90
C. M. MCCARTHY, EXO	Date	D Funds for the services requested are available Budget Allowance K. ROMWALL, CON	Date 09/20-90 9/20/90
E.	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 JOSEPH F. STEPANEK Date 9/21/90 Title AID/DIRECTOR	

*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

Budget Allowance Available

Office of the Controller USAID/TANZANIA
Date: **9/20/90** **09/20-90**

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18. Statement of work or program description for this project is described in Attachment No 2.

19 Special Provisions

- A Language Requirements (specify) NONE
 (If marked, testing must be accomplished by AID to assure desired level of proficiency.)
- B Access to classified information will will not be required by technical specialists. (Indicate level) _____
- C Duty post(s) and duration of technical specialist(s) services at post(s) (months) N/A
- D Dependents will will not be permitted to accompany technical specialist(s).
- E Geographic code applicable to procurement under this PIO/T is 000 899 935 941 Other (specify) _____
 (If other than authorized in HB 1, Sup B, Chap 5, Para 5A1d, attach waiver(s).)
- F Salary approval(s) to exceed FS-1 salary ceiling are attached in process N/A.
- G Cooperating country acceptance of this project (applicable to AID/W projects only)
 has been obtained is in process is not applicable to services required by PIO/T.
- H Justification for use of external resources for consulting services is attached N/A
- I Clearance for procurement of ADP equipment, software, and services is attached in process N/A
- J OMB approval of any report to be completed by ten or more members of the general public under the statement of work is
 attached in process N/A.
- K Participant training is is not being funded as part of this PIO/T.
- L Requirement (contracts only) is recommended for small business set-aside SBA 8(a) Program neither.
- M Other (specify)

20 Provisions for Logistic Support		IN KIND SUPPLIED BY		FROM LOCAL CURRENCY SUPPLIED BY		TO BE PROVIDED OR ARRANGED BY SUPPLIER	N/A
		AID	COOPERATING COUNTRY	AID	COOPERATING COUNTRY		
A Specific Items (Insert "X" in applicable column at right. If entry needs qualification, insert asterisk and explain below in C "Comments")	(1) Office Space				X		
	(2) Office Equipment				X		
	(3) Housing and Utilities						X
	(4) Furniture						X
	(5) Household Appliances (Stoves, Refrig., etc.)						X
	(6) Transportation in Cooperating Country				X		
	(7) Transportation To and From Country					X	
	(8) Interpreter Services/Secretarial						X
	(9) Medical Facilities (Health Room)					X	
	(10) Vehicles (official)					X	
	(11) Travel Arrangements/Tickets					X	
	(12) Nightwatchman for Living Quarters						X
	(13)						
	(14)						
	(15)						

20 Provisions for Logistic Support (Continued)

B. Additional Facilities Available From Other Sources N/A

Diplomatic pouch

PX

Commissary

Other (specify, e.g., duty free, entry, tax exemption)

C. Comments

21 Relationship of Contractor or Participating Agency to Cooperating Country and to AID

A. Relationships and Responsibilities USAIDs involvement is specified in the Cooperative Agreement

B. Cooperating Country Liaison Officials DR. J.K.B. KEREGERO

C. AID Liaison Officials J. ROSE

22 Background information (additional information useful to authorized agent)

23. Summary of attachments that accompany the PIO/T (check applicable boxes)

- A. Detailed budget estimate in support of increased funding (Block 12)
- B. Evaluation criteria for competitive procurement (Block 14A)
- C. Justification for procurement by other than full and open competition or noncompetitive assistance
- D. Statement of work or program description (Block 18)
- E. Waiver(s) justification(s), clearance(s), certification(s) (Block 19) (specify number _____)

CONTRACT INFORMATION MANAGEMENT SYSTEM (CIMS)

DIRECT ACTION DATA FORM

(For awards to U.S. Individuals and Third Country Nationals (not FSNs) with a TEC less than or equal to \$25,000, only the shaded items on pages 1-5 of the form need to be completed.)

SECTION 1: GENERAL AWARD INFORMATION (All Actions)

1a. Basic Award Number 623-0000-A-00-0032-00		1b. Basic Mod Number		1c. Order Number		1d. Order Mod Number		
AWARD NUMBER COMPONENTS (Items 2-6) NOTE: For modifications and orders — these items refer to the Basic Award.								
2. Country/Office (Award Prefix)						3. Project Number 621-0174		
4. Procurement Instrument: Report one of the following codes to identify the type of action. For a work order or a modification to a contract or work order, indicate the category of the basic contract.								
<input checked="" type="checkbox"/>	A - Cooperative Agreement	<input type="checkbox"/>	N - Other Federal Schedule Order					
<input type="checkbox"/>	B - Basic Ordering Agreement (BOA)	<input type="checkbox"/>	O - Purchase Order (PO)					
<input type="checkbox"/>	C - Contract (Other than BOA, DQC, IQC, PO, RC, PSC)	<input type="checkbox"/>	P - Participating Agency Service Agreement (PASA)					
<input type="checkbox"/>	D - Definite Quantity Contract (DQC)	<input type="checkbox"/>	Q - Requirements Contract (RC)					
<input type="checkbox"/>	E - Blanket Purchase Agreement (BPA)	<input type="checkbox"/>	R - Resources Support Services Agreement (RSSA)					
<input type="checkbox"/>	G - Grant	<input type="checkbox"/>	S - Personal Services Contract (PSC)					
<input type="checkbox"/>	I - Indefinite Quantity Contract (IQC)	<input type="checkbox"/>	X - Ribbon PASA					
<input type="checkbox"/>	M - GSA Schedule Order	<input type="checkbox"/>	Z - Ribbon Contract (Buy-in)					
5. Participating Agency (PASA/RSSA only)						6. FY of Award 1990		
7. Award Description Enable Tuskegee University to enhance the teaching and research Capabilities of the Sok Sokoine University of Agriculture								
8. Principal Place of Performance a. A.I.D. Country Code or Name 621-Tanzania		U.S. ONLY <input type="checkbox"/>		b. City		c. State	d. Zip Code	
9. Benefiting Country (A.I.D. Country Code or Name) Tanzania								
10. Project Officer Cntry Code/Org Symbol or A.I.D /W Org. Symbol Last Name First MI USAID/Tanzania/PO Rose John MI								
11. Requirement Received by Procuring Office (MM/DD/YY) 09/20/90 09/21/90		12. Date Award Signed by A.I.D. (MM/DD/YY) 09/30/90		13. Effective Date of Award (MM/DD/YY) 09/30/90		14. Estimated Completion Date (MM/DD/YY) 09/30/95		
BASIC AWARDS ONLY								
15a. SIC Code 0721		15b. Is This Vendor a Small Business for the SIC of Award? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No				16. Product/Service Code AA94		
BASIC AWARDS AND ORDERS ONLY								
17. Procurement Type								
<input type="checkbox"/>	A - Technical Services To A.I.D.	<input type="checkbox"/>	F - Participant Training					
<input checked="" type="checkbox"/>	B - Technical Services to Host Country	<input type="checkbox"/>	G - Procurement Service Agent (PSA)					
<input type="checkbox"/>	C - Commodities	<input type="checkbox"/>	H - Research					
<input type="checkbox"/>	D - Training Services to A.I.D.	<input type="checkbox"/>	I - Architect and Engineering Services					
<input type="checkbox"/>	E - Training Services to Host Country	<input type="checkbox"/>	J - Construction					
18. Negotiator (Last, First, MI) Womack, Richard		Country Code & Org Symbol or A.I.D./W Org. Symbol REDSO/ESA/RCO			Signature			
19. Contract Officer (Last, First, MI) Womack, Richard		Country Code & Org. Symbol or A.I.D./W Org. Symbol REDSO/ESA/RCO			Signature <i>Richard Womack</i>			

32X

CONTRACT INFORMATION MANAGEMENT SYSTEM (CIMS) DIRECT ACTION DATA FORM

GENERAL INSTRUCTIONS

Use this data form for reporting all contracts, DQCs, RCs, GSA and other Federal Schedule Orders, POs, PSCs and Ribbon Contracts with a total estimated cost (TEC) greater than \$25,000. Use this form to report all BOAs, BPAs, IQCs, Cooperative Agreements, Grants, PASAs, RSSAs, and Ribbon PASAs, regardless of dollar amount. Use this form to report all awards to U.S. individuals and Third Country Nationals (not FSNs), including PSCs and POs, regardless of the dollar amount. It should also be used to report any orders or modifications to all of the above awards, regardless of the dollar amount of the modification or order. Complete the appropriately labeled sections for different types of awards.

For awards to U.S. individuals and Third Country Nationals (not FSNs) with a TEC less than or equal to \$25,000, only the shaded items on pages 1-5 of the form need to be completed. If the TEC is greater than \$25,000, all of the items pertaining to awards must be completed.

When all parts of this form have been completed send one copy, along with the requirement document(s) and the award to:

CIMS Section
MS/OP/PS/SUP
Room 1472, SA-14
Agency For International Development
Washington, DC 20523-1418

For detailed instructions, consult the Contract Information Management System (CIMS) Data Form Instruction Manual.

SECTION 1 - INSTRUCTIONS

1a. **Basic Award Number:** Enter the award number of the award. For a modification, report the basic award number in block 1a. and the modification number in block 1b. For actions such as IQC delivery orders, report the award number of the basic contract in block 1a. and the order number in block 1c. For a modification to an order, report the basic award number in block 1a., the order number in block 1c. and the order modification number in block 1d.

For item numbers 2 through 6, see the latest version of the Contract Information Bulletin (CIB) on the Uniform Numbering System for A.I.D.-Direct Procurement Documents, for instructions and a list of codes. A list of codes is also provided in the CIMS Data Form Instruction Manual. **NOTE:** For modifications or orders these items refer to the basic award.

2. **Country/Office (Award Prefix):** Report the Country or A.I.D./W Procurement Office Code as specified in the CIB.

3. **Project Number:** Enter the last four digits of the seven-digit project number funding the award. For awards funded by operating expense money or money other than project funds, enter "0000" (zeros).

5. **Participating Agency (PASA/RSSA only):** For PASA/RSSA type actions, report the code of the participating U.S. Government Agency providing services under the agreement. A list of codes is provided in the CIMS Data Form Instruction Manual and in the CIB on Uniform Numbering Systems.

7. **Award Description:** The award description shall consist of a brief one-sentence description of the products or services being procured. The sentence shall start with the phrase "Contractor/Grantee/Recipient shall provide/assist/support..." Fill in the Award Description for all basic Awards, Orders, and modifications to PASA/RSSA awards.

8. **Principal Place of Performance (Country):** Report the A.I.D. country code, if available, or the name of the area where the work for this award will be primarily performed. For products, report the code for the country where the product is manufactured. If the place of performance cannot be determined, report the vendor's billing location.

9. **Benefiting Country:** Report the A.I.D. Country Code, if available, or the name of the country receiving technical assistance from this award.

12. **Date award signed by A.I.D.:** Enter the date on which this action (basic award, order or modification) was signed by A.I.D.

15a. **SIC Code:** Enter the Standard Industrial Classification (SIC) code that best describes the product or service acquired in this basic award. See FAR 19.102 for codes. A short list containing the codes most often used in A.I.D. is also provided in the CIMS Data Form Instruction Manual.

15b. **Small Business (Y/N)?:** Check "Yes" if the vendor is classified as "small" for the SIC of the award.

16. **Product or Service Code:** Enter the Principal Product or Service code that best describes the product or service acquired in the basic award. A short list containing the codes most often used in A.I.D. is provided in the CIMS Data Form Instruction Manual. See the FPDS Product and Service Codes Manual for a complete listing, if necessary.

17. **Procurement Type:** Check the box next to the code which best describes the category of service or commodity being procured under this award.

3

SECTION 2 - INSTRUCTIONS

20. **Grant/Agreement Type:** For Grants and Cooperative Agreements, check the box next to the code which best describes the award. Code C- "Other Specific Support Programs" refers to Chapters 4 and 6 of Handbook 13. Use Code E- "Other than A, B, C, or D," for unusual types which are not covered in codes A, B, C or D.

21. **Total Amount of Non-Federal Funds pledged to this Grant/Agreement:** Enter the total amount of matching (non-federal) funds pledged to this Grant or Cooperative Agreement.

22. **Schedule Contract No:** Enter the schedule contract number assigned by GSA or other Federal Agency which awarded the basic schedule contract. Do not use dashes in the schedule contract number.

23. **Name of Federal Agency Awarding Schedule:** Enter the name of the Federal Agency which awarded the basic schedule contract.

24. **IQC Service Area:** For IQC basic awards, enter the code which best describes the services rendered by the vendor. See listing provided in the CIMS Data Form Instruction Manual.

27. **Advisory & Assistance Services? (Y/N):** Check "Yes" if the award is for advisory and assistance services. See FAR 37.2 for definitions and examples.

28a. **Contract Type:** Check the box next to the code for the type of contract. Use code C- "Time and materials" for

IQCs. Most PSCs are usually code C or D.

28b. **If Cost-Type Contract, is this a level of effort (term) contract? (Y/N):** If this is a Cost-Type Contract, check the box to indicate whether the award is a level of effort or completion. (See FAR 16.306)

Y - Yes, Level of effort (term)

N - No, Completion

30. **Preference Program:** Check the box next to the code which best describes the preference program used in making this award. Check A if no preference program.

31. **Subject to Labor Statute:** Select the Labor Statute which applies to this award by checking the appropriate box. Most A.I.D. contracts, including PSCs, are code E.

32. **Country of Manufacture/Origin of Services (Country Code or Name):** Enter the A.I.D. country code, if available, or the name of the country where the product is manufactured. For services, report the code for the nationality of the vendor. If there are multiple sources, enter the code of the country that supplies the greatest portion.

33. **Subcontract Plan required (Y/N)?:** Check "Yes" if the vendor for this award is required to submit a plan for using small business concerns and small disadvantaged business concerns as subcontractors. (See FAR 19.702(a)).

34. **Date Solicitation Notice Published in CBD:** If applicable, enter the date that a synopsis of the solicitation appeared in the Commerce Business Daily (CBD).

BASIC CONTRACTS AND NON-COMPETITIVE CONTRACT MODIFICATIONS ONLY

36. CICA Applicability

- | | |
|---|---|
| <input type="checkbox"/> A - CICA Applicable (include 8(a)) | <input type="checkbox"/> C - Subject to a Statute other than CICA (use for FAA) |
| <input type="checkbox"/> B - Small Purchase Procedure | <input type="checkbox"/> D - Pre-CICA |

37. Extent Competed

- | | |
|---|---|
| <input type="checkbox"/> A - Competed Action (include Small Business set-aside) | <input type="checkbox"/> C - Follow-on to Competed Action |
| <input type="checkbox"/> B - Not Available for Competition (use for sole-source 8(a)) | <input type="checkbox"/> D - Not Completed |

38. Solicitation Procedure

- | | |
|---|--|
| <input type="checkbox"/> A - Full and Open Competition (Sealed Bid) | <input type="checkbox"/> G - Alternate Source (Reduced Cost) |
| <input type="checkbox"/> B - Full and Open Competition (Competitive Proposal) | <input type="checkbox"/> H - Alternate Source (Mobilization) |
| <input type="checkbox"/> C - Full and Open Competition (Combination) | <input type="checkbox"/> J - Alternate Source (Engineering/R&D) |
| <input type="checkbox"/> D - Architect - Engineer | <input type="checkbox"/> K - Set Aside (include competitive 8(a)) |
| <input type="checkbox"/> E - Basic Research | <input type="checkbox"/> L - Other Than Full & Open Competition (include sole-source 8(a), FAA.) |
| <input type="checkbox"/> F - Multiple Award Schedule | |

39. Authority — Other than Full & Open Competition (Complete Only if No. 38 = L)

- | | |
|---|--|
| <input checked="" type="checkbox"/> A - Unique Source | <input type="checkbox"/> J - Mobilization |
| <input type="checkbox"/> B - Follow-on Contract | <input type="checkbox"/> K - Essential R&D Capability |
| <input type="checkbox"/> C - Unsolicited Research Proposal | <input type="checkbox"/> L - International Agreement |
| <input type="checkbox"/> D - Patent/Data Rights | <input type="checkbox"/> M - Authorized by Statute (inc. sole-source 8(a), FAA.) |
| <input type="checkbox"/> E - Utilities | <input type="checkbox"/> N - Authorized Resale |
| <input type="checkbox"/> F - Standardization | <input type="checkbox"/> P - National Security |
| <input type="checkbox"/> G - Only One Source - Other than A-F above | <input type="checkbox"/> Q - Public Interest |
| <input type="checkbox"/> H - Urgency | |

40. A.I.D. Special Authorities — Other than Full & Open Competition (Complete only if No.39 = M)

- | | |
|--|---|
| <input type="checkbox"/> A - Impairment of Foreign Aid Programs: All Personal Services Contracts (PSCs). (See AIDAR 706.302-70) | <input type="checkbox"/> E - Impairment of Foreign Aid Programs: Title XII Selection Procedure-Collaborative Assistance. (See AIDAR 706.302-70) |
| <input type="checkbox"/> B - Impairment of Foreign Aid Programs: Award of \$100,000 or less by an overseas contracting activity. (See AIDAR 706.302-70) | <input type="checkbox"/> F - Disaster Relief (See Handbook 8, Chapter 2) |
| <input type="checkbox"/> C - Impairment of Foreign Aid Programs: Written Determination by Assistant Administrator or Administrator. (see AIDAR 706.302-70) | <input type="checkbox"/> G - None of the Above Special Authorities |
| <input type="checkbox"/> D - Impairment of Foreign Aid Programs: Title XII Selection Procedure-General. (See AIDAR 706.302-70) | |

41. Synopsis of Procurement

- | |
|---|
| <input type="checkbox"/> A - Synopsized prior to award |
| <input type="checkbox"/> B - Not synopsized due to urgency (use only if No. 39 = H) |
| <input checked="" type="checkbox"/> C - Not synopsized for other reason |

42. No. of Offers

43. No. of Offers of Non-U.S. Item(s)

MODIFICATIONS ONLY

44. Modification purpose (Mark all that apply)

- | | |
|--|---|
| <input type="checkbox"/> Incremental Funding | <input type="checkbox"/> Exercise of Option |
| <input type="checkbox"/> Administrative Change | <input type="checkbox"/> Transfer Administrative Responsibility |
| <input type="checkbox"/> Extension of Term | <input type="checkbox"/> Novation Agreement |
| <input type="checkbox"/> New/Revised Scope of Work | <input type="checkbox"/> Termination for Convenience |
| <input type="checkbox"/> Increase in TEC | <input type="checkbox"/> Termination for Default |
| <input type="checkbox"/> Decrease in TEC | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Overhead Rate Adjustment | _____ |

SECTION 2 - INSTRUCTIONS

For a modification which was non-competitive (i.e., which required a non-competitive justification and was outside of the scope of work of the original contract) complete items 36 thru 43. See FAR 6.302 and 6.303.

36. CICA Applicability: Check the box next to the code which describes the applicability of CICA or other statutes to this award. Select code B - "Small Purchase Procedure" if this action is a small purchase pursuant to the procedures in FAR Part 13. Select Code C - "Subject to a Statute other than CICA" if this action is pursuant to the procurement procedures authorized under the Foreign Assistance Act (FAA) for Impairment of Foreign Aid Programs, Title XII Selection Procedures, or Disaster Relief. Select code A - "CICA Applicable" for all other procurement actions resulting from a solicitation issued on or after April 1, 1985 and codes B or C do not apply. 8(a) awards are coded as A. Non-competitive modifications are coded as A. Select code D - "Pre-CICA" for new procurements resulting from a solicitation issued prior to April 1, 1985.

37. Extent Competed: Check the box next to the code which describes the extent to which this award was competed. Select code A - "Competed Action" for Small Business set-asides and competitive 8(a) awards. Competed actions also include procurements authorized under the Foreign Assistance Act (FAA) for Impairment of Foreign Aid Programs, Title XII Selection Procedures, or Disaster Relief, where more than one offer was received. Select Code B - "Not Available for Competition" for sole-source 8(a) awards. Select Code B for procurements authorized under the Foreign Assistance Act (FAA), where only one offer was received.

38. Solicitation Procedure: Check the box next to the code which describes the method by which this award was competed. (See FAR Part 6.) Select Code K - "Set-Aside" for small business set-asides and competitive 8(a) awards. Code L - "Other Than Full & Open Competition" includes sole-source 8(a) awards and procurements authorized under the Foreign Assistance Act (FAA) for Impairment of

Foreign Aid Programs, Title XII Selection Procedures, or Disaster Relief.

39. Authority - Other Than Full & Open Competition: Complete only if Item No. 38 is equal to "L". For awards exercising other than full and open competition, check the box next to the code which describes the authority by which the award was not fully competed. (See FAR Part 6.) Code M - "Authorized by Statute" includes sole-source 8(a) awards and procurements authorized under the Foreign Assistance Act (FAA) for Impairment of Foreign Aid Programs, Title XII Selection Procedures, or Disaster Relief.

40. A.I.D. Special Authorities - Other Than Full & Open Competition: Complete only if Item No. 39 is equal to "M". For those awards authorized by the Foreign Assistance Act (FAA) for other than full and open competition, check the box next to the code which describes the authority. Select Code G - "None of the Above Special Authorities" for sole-source 8(a) awards

41. Synopsis of Procurement: Check the box next to the appropriate code based on the Commerce Business Daily synopsis requirements of FAR 5.2. Code B - "Not synopsisized due to urgency" may be used only if Item 39 is equal to "H".

43. No. of Offers of Non-U.S. Item(s): Enter the number of bidders offering non-U.S. foreign end items worth 51% or more of the contract value. If the contract is exclusively for services, enter "0".

44. Modification Purpose (Mark all that apply): If this action is a Modification to a Basic Award or a Modification to an Order, check all of the Modification Purposes that apply to this action. If the purpose is other than those listed on the form, check "Other" and provide a brief description.

SECTION 3: VENDOR INFORMATION (All Actions)

45. Prime Vendor: (Full Name and Address) Tuskegee University Tuskegee, Alabama	46. DUNS or CEC Number 47. Taxpayer ID No. (TIN)
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BASIC AWARDS AND NOVIATIONS ONLY

48. Economic Sector

<input type="checkbox"/> A - Private	<input type="checkbox"/> C - Federal Government
<input type="checkbox"/> B - International Public Sector	<input type="checkbox"/> D - State/Local Government

49. Business Organization Type

<input type="checkbox"/> A - Corporation	<input type="checkbox"/> H - Voluntary Organization
<input type="checkbox"/> B - Individual	<input type="checkbox"/> I - Foundation
<input type="checkbox"/> C - University or College	<input type="checkbox"/> J - Hospital
<input checked="" type="checkbox"/> D - Historically Black College or University	<input type="checkbox"/> K - Partnership
<input type="checkbox"/> E - Educational Organization other than University or College	<input type="checkbox"/> L - Proprietorship
<input type="checkbox"/> F - International Center	<input type="checkbox"/> M - Sheltered Workshop
<input type="checkbox"/> G - Research Organization other than International Center	<input type="checkbox"/> Z - Other

50. For Profit? <input type="checkbox"/> Yes <input type="checkbox"/> No	51. U.S. Nationality? (If U.S. Nationality, then answer Items 52-53) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
---	---

52. Ownership Type (Complete only if Item No. 51 = Yes) <table style="width:100%;"> <tr> <td><input type="checkbox"/> A - Asian-Indian American</td> <td><input type="checkbox"/> E - Native American</td> </tr> <tr> <td><input type="checkbox"/> B - Asian-Pacific American</td> <td><input checked="" type="checkbox"/> F - Other Minority</td> </tr> <tr> <td><input type="checkbox"/> C - Black American</td> <td><input type="checkbox"/> Z - Non-Minority</td> </tr> <tr> <td><input type="checkbox"/> D - Hispanic American</td> <td></td> </tr> </table>	<input type="checkbox"/> A - Asian-Indian American	<input type="checkbox"/> E - Native American	<input type="checkbox"/> B - Asian-Pacific American	<input checked="" type="checkbox"/> F - Other Minority	<input type="checkbox"/> C - Black American	<input type="checkbox"/> Z - Non-Minority	<input type="checkbox"/> D - Hispanic American		53. Woman/Woman-Owned? (Complete only if item No. 51 = Yes) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<input type="checkbox"/> A - Asian-Indian American	<input type="checkbox"/> E - Native American								
<input type="checkbox"/> B - Asian-Pacific American	<input checked="" type="checkbox"/> F - Other Minority								
<input type="checkbox"/> C - Black American	<input type="checkbox"/> Z - Non-Minority								
<input type="checkbox"/> D - Hispanic American									

54. If the Vendor is an individual who is not a U.S. Citizen, is he/she a Green Card holder?
 Yes No

55. If U.S. University, Host Country Counterpart Institution:
 Sokoine ~~Univ~~ University - Tanzania

56a. Common Parent Organization (tax purposes) <input type="checkbox"/> Yes <input type="checkbox"/> No	56c. DUNS or CEC Number
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56b. Parent Vendor (Full Name)	56d. Taxpayer ID No. (TIN)
--------------------------------	----------------------------

57a. Joint Venture? Yes No

57b. Participant Vendor (Full Name)	57c. DUNS or CEC No.	57d. Taxpayer ID No. (TIN)

38x

SECTION 3 - INSTRUCTIONS

45. **Prime Vendor:** Record the vendor's full name and address in the space provided. For U.S. Universities include participating School/Center/Institute. For PASA/RSSAs include participating Agency and Department. For individuals, record the name as last, first and middle initial.

46. **DUNS or CEC No.:** Enter the 9-digit Dun & Bradstreet number or Contractor Establishment Code for the vendor of this action.

47. **Taxpayer ID No. (TIN):** Enter the 9-digit Taxpayer Identification Number used by the IRS for the vendor of this action. (Note: for individuals, the TIN is the individual's Social Security Number.) Foreign vendors which do not do business in the U.S. do not have a TIN. See FAR 4.9.

48. **Economic Sector:** Check the box next to the code which best applies to the sector in which the vendor of this action participates.

49. **Business Organization Type:** Check the box next to the code which best describes the vendor of this action.

50. **For Profit (Y/N)?:** Check "Yes" if the vendor is a profit organization. Check "No" if the vendor is a non-profit organization. (Even if a non-profit organization charges a fee, it is still considered to be non-profit).

51. **U.S. Nationality (Y/N)?:** Check "Yes" if the vendor is a U.S. citizen; is a corporation or partnership organized under the laws of the U.S.; is a U.S.- controlled foreign corporation (per 957 et seq. of the U.S. Internal Revenue Service Code); or is a joint venture consisting entirely of individuals, corporations, or partnerships falling into one of the three foregoing categories.

52. **Ownership Type:** Complete only if Item No. 51 is equal to "Yes". If the vendor is a firm or individual of U.S. Nationality, check the box next to the code which best describes the ownership type of the vendor of this action.

53. **Woman/Woman-Owned (Y/N)?:** Complete only if Item No. 51 is equal to "Yes". If the vendor is a firm or individual of U.S. Nationality, indicate whether or not the vendor is a woman or woman-owned. A woman-owned business is a business that is at least 51% owned, controlled, and operated by women who are U.S. citizens.

54. **If the Vendor is an Individual who is not a U.S. Citizen, is he/she a Green Card holder? (Y/N):** Answer "Yes" if the individual has a green card, even if they are not currently residing in the U.S.

55. **Host Country Counterpart Institution:** If the vendor is a U.S. University, enter the name of the host-country institution receiving technical assistance.

56a. **Common Parent Organization (Tax Purposes):** Answer "Yes" if the firm is a member of an affiliated group of corporations that files Federal Income Tax returns on a consolidated basis. If "Yes", complete items 56b. - 56d. related to the parent firm.

56c. **Common Parent DUNS or CEC No.:** Enter the 9-digit Dun & Bradstreet number or Contractor Establishment Code for the common parent (tax filing) organization.

56d. **Common Parent Taxpayer ID Number (TIN):** Enter the 9-digit Taxpayer Identification Number used by the IRS for the common parent organization. See FAR 4.9.

57a. **Joint Venture?:** Answer "Yes" if the awardee is a joint venture. If "yes", complete items 57b, 57c and 57d for each participant in the joint venture.

57c. **Participant DUNS or CEC No.:** Enter the 9-digit Dun & Bradstreet number or Contractor Establishment Code for each joint venture participant.

57d. **Participant Taxpayer ID Number (TIN):** Enter the 9-digit Taxpayer Identification Number used by the IRS for each joint venture participant.

SECTION 4: FINANCIAL INFORMATION (All Actions)

58. Total Estimated Cost (TEC)

a. Previous TEC	b. (Increase/Decrease) This Action	c. Current TEC
\$ -	\$810,000	\$ 810,000

OBLIGATION DATA

59. a. Budget Plan Code	b. Project Number	c. Amount Obligated/Deobligated (This Action)	d. Funds Type*
GSSA-90-21621-KG13	621-0174	\$ 810,000	USD
		\$	
		\$	
		\$	
		\$	
		\$	
		\$	
		\$	
		\$	
		\$	
		\$	
		\$	
		\$	
		\$	
e. TOTAL 		\$ 810,000	

* Funds Type Codes
 USD: U.S. Dollars
 USL: U.S. Owned Local Currency

60. Paying Office: Identify the Office responsible for paying vendor invoices.
 For Mission Payments, enter: USAID/ (country) USAID/Tanzania
 For A.I.D./W Payments, check either: PFM/FM/A/OE PFM/FM/CMPD/DCB

61a. Incrementally Funded? YES NO
61b. If Incrementally Funded; Date Funded through: (MMDDYY) _____

SECTION 4 - INSTRUCTIONS

NOTE: All financial information must be in U.S. dollars or U.S. dollar equivalents. All local currency amounts must be converted to the U.S. dollar equivalent. "U.S. dollar equivalent" is the dollar value of the local currency at the time of the action signature.

58a. Previous Total Estimated Cost (TEC): Enter the total estimated cost to be incurred during the expected life of this award, as of the previous action.

58b. Total Estimated Cost (TEC): (Increase/Decrease) This Action: Enter the amount of change in the total estimated cost as a result of this action. Use a minus sign to indicate a decrease. If there is no change, enter "0".

58c. Current Total Estimated Cost (TEC): Enter the current total estimated cost to be incurred during the expected life of this award.

59a. Budget Plan Code (BPC): Enter each Budget Plan Code associated with this action.

59b. Project Number: Enter the Project Number associated with each BPC.

59c. Amount Obligated/Deobligated (This Action): Enter the obligation amount associated with each BPC. Use a minus sign to indicate a deobligation.

59d. Funds Type: Enter the Funds Type Code associated with each BPC. "USD" = U.S. Dollars; "USL" = U.S. Owned Local Currency.

59e. TOTAL Obligation/Deobligation: Enter the sum of all BPC amounts found in Item 59.c. Use a minus sign to indicate a deobligation.

61a. Incrementally Funded (Y/N)?: An award which is not fully funded but will be funded in increments. The award states the amount presently available for payment by the government and allotted to the award, and the period of performance it is estimated the allotted amount will cover.

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