

EMBASSY OF THE
UNITED STATES OF AMERICAOffice of Development Affairs
July 27, 1989

Mr. Franklin A. Sonn, President
Cape Teachers' Professional Association (CTPA) ✓✓
Private Bag X12
Kasselsvlei 7533

Subject: Educational Support and Training Project (674-0302);
CTPA Agreement 674-0302-G-SS-9040-00

Dear Mr. Sonn,

Pursuant to the authority contained in the Foreign Assistance Act of 1961, as amended, the Agency for International Development (hereinafter "USAID") hereby enters into this Agreement with the Cape Teachers' Professional Association (hereinafter "the Recipient" or "CTPA"), and obligates the sum of US \$300,000 (three hundred thousand United States Dollars) to provide support for a program described in Attachment No. 1, entitled "Schedule", and Attachment No. 2, entitled "Program Description", of this Agreement.

This Agreement is effective and obligation is made as of the date of this letter. The Agreement and obligation shall apply to commitments made by the Recipient in furtherance of program objectives during the period beginning August 1, 1989 and ending July 31, 1992.

This Agreement is entered into with CTPA on condition that the funds will be administered in accordance with the terms and conditions set forth in Attachment 1, "the Schedule", Attachment 2, "Program Description", and Attachment 3, "Standard Provisions". This letter, and the three attachments just described, which have been agreed to by your organization, constitutes the Agreement.

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Please sign the original and copy of this letter, and return the original to USAID/Pretoria.

Sincerely,

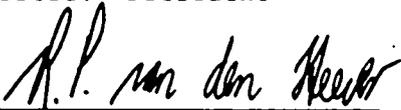


Wendy Stickel
Acting Counselor for Development
Affairs

ACKNOWLEDGED AND ACCEPTED



By: Mr. Franklin A. Sonn
Title: President



By: Mr. Randall van den Heever
Title: Deputy President

Attachments:

1. Schedule
2. Program Description
3. Standard Provisions
4. Ninety Day Advance

ATTACHMENT NO. 1

SCHEDULE

I OVERVIEW OF AGREEMENT

This Agreement provides financial resources to the Cape Teachers' Professional Association (CTPA) to expand its on-going education programs. Support provided through this Agreement is directed chiefly at the alternative curriculum development project, the supplementary Saturday and vacation education programs, and bursaries for disadvantaged secondary school students. An evaluation is provided to provide feedback to CTPA on the effectiveness of its programs.

II PERIOD OF AGREEMENT

The effective date of this Agreement is August 1, 1989. The expiration date is July 31, 1992, meaning that no USAID funds under this Agreement shall be applicable to goods not furnished or services not performed for the program by this date.

III AGREEMENT FUNDING AND PAYMENT

USAID hereby obligates the sum of \$300,000 for purposes of this Agreement.

IV FINANCIAL MANAGEMENT

A. CTPA shall be responsible for accounting for all funds provided under this Agreement. Reimbursement for expenses incurred shall be in the form of a monthly submission of invoices marked paid, cancelled checks, signed payroll sheets, etc. as further described in Part B of this Section. Included in this Agreement, as Attachment 4, reflects quarterly cash flow requirements and represents the CTPA request for a 90-day advance. A sufficient advance of funds will be provided to cover expenses for three months of operations. Execution of this Agreement constitutes USAID approval of the advance, and for AID's internal purposes, earmarks and commits all funds obligated under the Agreement. Any interest earned from funds provided under this Agreement will be returned to USAID.

B. Disbursement Procedures

1. Local currency disbursements from USAID to CTPA will be made through monthly reimbursements for expenses incurred during the previous month. Each reimbursement request will include (a) a summary sheet listing in a format compatible with the budget the purpose and amount of all (individual) expenses incurred with a sub-total for each budget line-item and a grand total; and (b) copies of paid invoices (not proforma invoices), checks, or other documentary evidence showing that funds were expended and the payee received such funds; e.g. an invoice stamped "paid", a cancelled check, a payroll sheet signed by the employee, etc.

2. Advances. It is recognized that an advance of funds is required, as working capital, to carry-out the purposes of this Agreement. Refer to Section IV A and Attachment 4 which requests such an advance.

(a) As discussed in para B1 above, monthly expenses are reimbursed. As such, USAID will reimburse the Recipient for recurring expenses financed from the advance, but non-recurring expenses financed from the advance will not be reimbursed. Rather than reimburse non-recurring expenses, the amount of the advance will be reduced by the amount. Consequently, when the Recipient submits its monthly reimbursement request per paragraph B.1, it is most important to include those expenses which will be used to reduce the advance balance.

(b) At the end of the Agreement period, any advance balance will be liquidated through submission of paid invoices and/or cash.

(c) Should there be a need to increase the level of the advance, USAID should be notified in writing at least 90 days before the required increase. USAID will advise, in writing of any approved increases. Likewise, USAID reserves the right to decrease the level of this advance should expenditures fall below projected levels.

V

FINANCIAL PLAN

A. The Illustrative Financial Plan for this Agreement is set forth in Table 1. Revisions of this Plan shall be made in accordance with Standard Provision 4 of this Agreement, located in Attachment 3 and entitled "Revision of Agreement Budget". All line-item adjustments must receive prior USAID approval.

Table 1
Illustrative Financial Plan
(US\$ and SAR)

<u>Line Item</u>	<u>US Dollars</u>	<u>SA Rands</u>
(1) Alternative Curriculum Development		
a. Seminars	34,113	90,400
b. Printing materials	31,349	83,075
(2) Education Projects		
a. Saturday Schools	58,962	156,250
b. Spring Schools	128,726	341,125
(3) Bursaries		
a. Secondary Students	39,302	104,150
(4) Evaluation	<u>7,547</u>	<u>20,000</u>
TOTAL	\$300,000	R795,000

B. Level of Assistance

The budget line items provided in the above Table have been calculated by taking the amounts required by CTPA in South African Rands and then converting these to U.S. Dollars at an exchange rate of R2.65/US\$1. While the Rand amounts are included in column 2 for illustrative purposes, the U.S. Dollar totals, and not their Rand equivalents, constitute the binding level of USAID assistance.

Due to exchange rate fluctuations, South African Rands available under any individual item financed under this Agreement may exceed levels budgeted for by CTPA, and thus allow other items to be funded as well. In such event, CTPA will request in writing its proposed priority uses of such funds. If USAID is in agreement with CTPA's proposal, the Agreement will be formally amended to provide for the authorized expenditures. However, should changes in the exchange rate result in fewer South African Rands being available than budgeted for, CTPA must finance the shortfall since the U.S. dollar amount prevails.

VI REPORTING

CTPA will submit semi-annual progress reports and a final report in a format to be agreed to by the Parties at a later date.

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VII OVERHEAD RATE

Not Applicable.

VIII TITLE OF PROPERTY

Title to all property purchased under this Agreement shall vest in the Recipient in accordance with the terms of Attachment 3, Additional Standard Provision 19, entitled "Title to and Use of Property".

IX AUTHORIZED GEOGRAPHIC CODE

The authorized geographic code for all procurement with AID funds under the Agreement is the United States and Republic of South Africa, meaning that all goods and services financed by this Agreement shall have, with respect to goods, their source and origin and, with respect to services, their nationality in the United States or the Republic of South Africa.

X LOCAL COST FINANCING

It is hereby specified that the amount of U.S. dollars authorized to be used for local cost financing is the entire amount obligated under this Agreement.

XI SPECIAL PROVISIONS

A. Conditions Precedent to Disbursement

1. Review of Accounting Systems: Prior to the disbursement of funds or to the issuance of any commitment documents under the Agreement, the Recipient shall provide, in form and substance satisfactory to USAID, evidence that proper financial management systems for accounting and record keeping exist with respect to funds provided under this Agreement. If requested by USAID, the Recipient agrees to allow USAID to conduct a financial review to confirm that proper financial management systems exist.

2. Bursaries: Prior to the disbursement of funds under the bursary line-item of the Agreement, CTPA shall submit, in form and substance satisfactory to USAID, selection procedures and priority use of the bursary funds.

3. Travel and Per Diem Policy: Prior to the disbursement of funds under the alternative education line-item of the Agreement, CTPA shall submit, in form and substance satisfactory to USAID, its travel and per diem policies.

4. Evaluation: Prior to the disbursement of funds under the evaluation line-item, CTPA shall submit, in form and substance satisfactory to USAID, the name of the competitively selected individual(s) or firm, a budget and scope of work.

B. Covenants

1. Procurement

(a) Scope. This provision is applicable to the extent that local cost financing is otherwise authorized by the Agreement. It does not require procurement in South Africa where off-shore procurement could otherwise occur.

(b) Policy. In the procurement of goods and services in South Africa, the Recipient shall, to the maximum extent practicable, award contracts to individuals or organizations which are disadvantaged by apartheid and which are responsive and appropriate providers of goods and services.

(c) Definitions. Individuals and organizations disadvantaged by apartheid shall mean (1) South African individuals of black, "colored" or Asian descent whose principal place of business is in the Republic of South Africa; and (2) private partnerships or commercial firms which are incorporated in or organized under the laws of the Republic of South Africa, whose principal place of business is in the Republic of South Africa, and which are more than 50 percent beneficially owned by South African persons of black, "colored" or Asian descent. The Republic of South Africa includes the so-called "independent" and "self-governing" homelands and, for the purposes of implementing this provision, Namibia.

2. Except as provided in Section B.1. above, all procurement transactions shall be conducted in a manner to provide, to the maximum extent practical, free and open competition.

3. CTPA shall continue efforts to identify a variety of funding organizations and to avoid, wherever possible, dependence on any one organization for funding.

4. CTPA will make the existence, purposes and conditions of the secondary school bursaries known to as many potentially eligible South Africans as feasible.

XII STANDARD PROVISIONS

The Standard Provisions applicable to this Agreement are contained in Attachment 3, Standard Provisions.

Attachment 2

Program Description

I. SUMMARY

This Agreement assists the Cape Teachers' Professional Association to expand selected outreach educational programs: alternative curriculum development, Saturday and vacation schools, and bursaries for secondary school students. The Agreement also provides funds for an evaluation in the second year to provide feed-back to CTPA on their programs.

II. BACKGROUND

A. Educational Support and Training Project

This Agreement is financed under USAID's Educational Support and Training Project (ESAT). The purpose of ESAT is to support indigenous, nongovernmental initiatives which demonstrate improved models for basic education for disadvantaged South Africans and confront the waste of human resources victimized by the apartheid education system. Based on extensive consultations with educationists, community leaders, parents, students, and non-governmental organizations, priority is given to projects which: help disadvantaged South Africans cope with and overcome the inadequacies of apartheid education; are nonracial yet affirm black culture and history; promote community involvement in education; or provide a foundation for nonracial education in a post-apartheid South Africa.

B. Cape Teachers' Professional Association (CTPA)

Established in 1968 to promote unity among the so-called "colored" teachers' organizations, CTPA has rapidly grown in size and importance in the Western Cape. 1976, the watershed year for education in South Africa, marked the beginning of the process of fundamental change for CTPA. It led to membership to the Union of Teachers' Associations of South Africa (UTASA), refusal to take part in the Department of Education and Culture education committees and, most recently, to the adoption of the Freedom Charter.

CTPA is actively working towards the following goals:

1. A single, non-racial department of education in South Africa;
2. A policy of equality of educational opportunity;
3. All schools open to all races;
4. Strong parental involvement in the education system and in its dispensation;
5. Non-racial school curriculum which recognizes the culturally plural nature of South African society.

To achieve these goals, CTPA utilizes a multi-pronged strategy built on wide consultations with other educational groups working for a post-apartheid society. It focuses on the need to develop programs which actively address issues of access to education and inferior curriculum, and public campaigns against the iniquities of apartheid education.

III. PROBLEM

There is general agreement among educationists that provision of basic education for all is the absolute responsibility of the State. However, while the South African Government (SAG) has taken modest responsibilities for provision of education for all, it continues to breach its full responsibility and to discriminate in favor of white children through its apartheid policies. In particular, underqualified teachers, low per capita budgetary allocations, and teaching by rote methodology results in a situation where few receive an education adequate enough to matriculate at the end of high school.

While the SAG's efforts toward meaningful change within the formal education system are, at best, limited, both community organizations and teachers associations have mobilized to improve education for disadvantaged South Africans. The Cape Teachers' Professional Association is one such organization whose programs directly address these issues.

IV. PURPOSE

The purpose of this Agreement is to assist CTPA to expand selected programs which assist in the development of a post-apartheid curriculum and provide improved and increased access to secondary education for disadvantaged South Africans.

V. PROGRAM DESCRIPTION

A. Alternative Curriculum Development

The CTPA alternative education program grew out of the National Consultative Conference held in 1985 at the University of the Witwatersrand. The CTPA program seeks to:

1. Consciencize teachers to politically and educationally empower students;
2. Develop teachers' curricular skills to creatively plan curricular alternatives in the classroom;
3. Disseminate booklets, charts and brochures to provide teachers with stimulating media and reference materials.

This line-item will assist in the costs of seminars and printing materials. In each year, approximately four seminars will be held on such topics as organizational leadership, community consciousness, academic preparedness, the state of history teaching, etc. Eligible seminar costs include the venue, room, board, transportation and necessary materials. To ensure costs under this line-item are allowable, CTPA will provide USAID with their travel and per diem policy.

Funds are also provided for the printing costs of alternative education materials. These include seminar follow-up publications, and subjects such as Sharpeville and June 16, and alternative history (e.g. on the conflict on the Eastern Frontier during the 18th century). These materials will be distributed to all interested schools.

B. Education Projects

Saturday and Spring schools were established by CTPA to actively ensure that students are prepared with skills and education for matriculation. These programs will be advertised as widely as practicable and will encourage participation of all black South Africans.

1. Saturday Schools

In each region of the Western Cape, a school is nominated as the center for the Saturday schools. 1,700 students will participate in the five centers each year. CTPA assists with teacher support programs to improve the quality of the Saturday school programs. Funds provided under this line-item will assist with teacher salaries, local traveling allowances and educational materials.

2. Spring Schools

Spring schools, held during the spring vacations, allow teachers and students to concentrate on their weak subjects; each spring school offers a choice of mathematics, biology, geography, accountancy, business economics, physical sciences, English and Afrikaans. Approximately 1,400 students will benefit from the Spring schools each year. Assistance under this Agreement will assist with the room and board costs, teachers honorariums, and educational materials.

C. Bursaries

To extend access to secondary education, CTPA has developed a secondary school bursary program. The bursaries, although only R250 per year, reward academic merit and community involvement of economically disadvantaged students. Assistance under this line-item will enable provision of an additional 120 bursaries each year. Prior to receiving funds for bursaries, CTPA will provide in writing its bursary selection procedures and priorities.

D. Evaluation

CTPA's programs were last evaluated in 1987 with assistance from the Mobile Foundation. In order to continue to generate feedback and improve the programs, an evaluation has been scheduled for the second year of the Agreement.

VI. ILLUSTRATIVE FINANCIAL PLAN

The following financial tables are provided in support of the Agreement Financial Plan found in Attachment 1, Section V, which is the binding plan for purposes of the Agreement.

Table 2
Illustrative Financial Plan
SAR
(R2.65=\$1)

Line Items	Year 1	Year 2	Year 3	Total
ALTERNATIVE CURRICULUM DEVELOPMENT				
1. Seminars	26,830	27,750	34,400	90,000
2. Printing materials	23,750	27,500	31,625	83,075
EDUCATION PROJECTS				
1. Saturday Schools	45,000	51,750	59,500	156,250
2. Spring Schools	90,200	113,000	129,925	341,125
BURSARIES				
1. Secondary Students	30,000	34,500	39,650	104,150
EVALUATION				
	0	20,000	0	20,000
Total	223,200	276,760	293,100	711,000

Table 3
Illustrative Financial Plan
US\$
(R2.65=\$1)

Line Items	Year 1	Year 2	Year 3	Total
ALTERNATIVE CURRICULUM DEVELOPMENT				
1. Seminars	69,830	111,302	112,901	334,113
2. Printing materials	69,830	110,377	111,934	331,349
EDUCATION PROJECTS				
1. Saturday Schools	116,901	119,328	122,453	358,962
2. Spring Schools	137,057	142,642	149,028	428,728
BURSARIES				
1. Secondary Students	111,321	113,019	114,962	339,302
EVALUATION				
	00	17,542	00	17,542
Total	604,226	910,413	911,338	2300,000

ATTACHMENT NO. 4

Basis for Advance Request
(South African Rands)

CTPA Agreement No. 674-0302-G-SS-9040-00

CTPA' first year Agreement budget is R223,200 or approximately R18,600 per month, thus R55,800 is required as the 90 day advance.