

PDO-AC 777

UNITED STATES INTERNATIONAL DEVELOPMENT COOPERATION AGENCY
AGENCY FOR INTERNATIONAL DEVELOPMENT
WASHINGTON D C 20523

April 12, 1983

Mr. Charles V. Neiswender
International Executive Service Corps
622 Third Avenue
New York, NY 10017

Subject: Grant NEB-0327-G-00-3031-00

Dear Mr. Neiswender:

Pursuant to the authority contained in the Foreign Assistance Act of 1961 as amended, the Agency for International Development (hereinafter referred to as "AID" or "Grantor") hereby grants to International Executive Service Corps. (hereinafter referred to as "IESC" or "Grantee") the sum of Thirty-Three Thousand Dollars (\$33,000) to provide assistance to the Minister of Posts and Telecommunications (PTT) in Lebanon.

This Grant is effective and obligation is made as of the date of the Grant Officer's signature and shall apply to commitments made by the Grantee during the period January 20, 1983 through May 31, 1983.

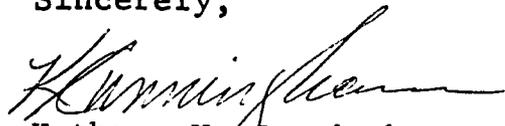
This Grant is made on condition that funds will be administered in accordance with terms and conditions, all of which have been agreed to by your organization, as set forth in:

Attachment 1:	"Program Description"
Attachment 2:	"U.S. Grantees and U.S. Subgrantees Nonprofit Organization - other than Educational Institutions Index of Standard Provisions"

Please sign the original and eight (8) copies of this letter to acknowledge your acceptance of the conditions under which these funds have been provided.

Please return the original and seven copies of the Grant to this office.

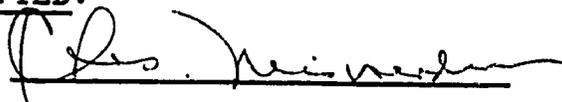
Sincerely,



Kathryn Y. Cunningham
Grant Officer
Regional Operations Division
Office of Contract Management

(2)

ACCEPTED:

BY: 

TITLE: VICE PRESIDENT - INTERNATIONAL EXECUTIVE SERVICE CORPS

DATE: APRIL 28, 1983

Financial Data

PIO/T No.: 268-0327-2-2682015F
Allotment No.: NFDX-83-23268-HG-43
Appropriation Symbol: 72-11X1035
Project No.: 263-0327
Project Officer: NE/PD/MENA, A. Hotvedt
Payment Office: AID/W, FM/PAD

PROGRAM DESCRIPTION

- A. Purpose of Grant
The purpose of this Grant is to provide support to the Ministry of Post and Telecommunications in Lebanon.
- B. Specific Objectives
The specific objectives of this Grant is to assist the Ministry of Post and Telecommunications in these areas: administration and telephone organization; personnel and incentives; and management of operations and maintenance.
- C. Implementation
The Grantee will provide three experts that will function as a team and coordinate their activities whenever necessary. The work will be centered in Beirut but a number of field visits will be necessary. To achieve the above objectives, the Grantee shall carry out the following activities with funds provided by this Grant:
- (1) Administration and telephone organization: structure a Ministry organization configured along the lines of a privately operated telecommunications corporation and develop the human resources to accomplish that goal.
 - (2) personnel and incentives: review Ministry wage policies, pay levels, and revenue sources that will lead to an employee incentive program and recommend programs that will stimulate and increase employee productivity at both staff and line levels.
 - (3) Management of operations and maintenance: review and advise on improvements in operations and maintenance and recommend modern methods employed by private telecommunications companies, develop management information systems to provide timely and relevant information necessary for the PTT headquarters to direct, supervise, and assign functions and responsibilities.
- D. Reporting
Each telecommunications expert at the conclusion of his assignment will submit five (5) copies of a report covering his findings and recommendations. The report shall be distributed as follows.

Minister of Posts and Telecommunications - 3 copies
USAID/Lebanon Mission Director - 1 copy
AID/W - NE/PD/ENGR, A. Hotvedt - 1 copy

E. Budget

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

1. Travel	\$11,250
2. Per Diem	21,000
3. Other Direct Cost	750
TOTAL	<u>\$33,000</u>

The Grantee may not exceed the total amount of the budget.
Adjustments among the line items are unrestricted.

F. Special Provisions

1. Standard Provisions 5A, 5B, 7A, 7B, 10B, 13B, and 13C are deleted since they are not applicable. Standard Provisions 5A and 5B are inapplicable because the Grantee agrees to absorb all indirect cost related to this project.
2. The following provisions entitled "Close Out" are made a part hereof:
 - a. Upon request, AID shall make prompt payments to a recipient for allowable reimbursement costs under the grant.
 - b. The recipient shall immediately refund any balance of unobligated (unencumbered) cash that AID has advanced or paid and that is not authorized to be retained by the recipient for use in other grants and agreements.
 - c. AID shall obtain from the recipient within 90 calendar days after the date of completion of the grant or agreement all financial, performance, and other reports required as the condition of the grant. AID may grant extensions when requested by the recipient.
 - d. When authorized by the grant, AID shall make a settlement for any upward or downward adjustments to AID's share of cost after these reports are received.
 - e. The recipient shall account for any property acquired with AID funds or received from the Government in accordance with provisions of paragraph IT of Chapter 1 of HB 13.
 - f. In the event a final audit has not been performed prior to the closeout of the grant, AID shall retain the right to recover an appropriate amount after fully considering the recommendations.
3. The July 1982 Attachment to AID Forms 1420-51, - 52, - 53, -54 is attached hereto and made a part hereof.
4. Delete Standard Provision 20, entitled "Patents" and insert the attached Provision entitled "Patents Rights" in lieu thereof.