

AGENCY FOR INTERNATIONAL DEVELOPMENT

UNITED STATES OF AMERICA AID MISSION TO HONDURAS

AMERICAN EMBASSY

TEGUCIGALPA, HONDURAS

PDKAT512

June 8, 1984

Lic. Teófilo Castillo
President
Honduran Association of Managers
and Entrepreneurs (GEMAH)
San Pedro Sula, Cortés

Subject: OPG Grant No. 522-0256 GEMAH
Institutional Strengthening

Dear Lic. Castillo:

Pursuant to the authority contained in the Foreign Assistance Act of 1961, as amended, the Agency for International Development (hereinafter referred to as "A.I.D. or "Grantor") hereby grants to Gerentes y Empresarios Asociados de Honduras (hereinafter referred to as "GEMAH" or Grantee"), the sum of \$325,000 to provide support for a program for the Institutional Strengthening, Management Training and Support Services for the aforementioned organization, as described in Attachment A, entitled "Program Description". Additional funding totaling \$475,000 will be made available during the life of the project, subject to the availability of funds, for a total Life-of-Project funding of \$800,000.

This grant is effective and obligation is made as of the date of signature, and shall apply to commitments made by the Grantee in furtherance of program objectives during the period beginning with the effective date and ending three years from that effective date.

This grant is made to the GEMAH, on condition that the funds will be administered in accordance with the terms and conditions as set forth in Attachment A, entitled "Program Description," Attachment B, "General Conditions of the Project," Attachment C entitled "Standard Provisions," Attachment D entitled "Alterations in Grant," and Attachment E entitled "Assurance of Compliance," which have been agreed to by your organization.

Prior to the issuance of documentation pursuant to which initial disbursement of funds will be made, GEMAH will furnish, in form and substance satisfactory to A.I.D., evidence that a contract between GEMAH and the American Management Associations (AMA), outlining the responsibilities of AMA under the project, has been signed.

BEST AVAILABLE DOCUMENT

Prior to the issuance of documentation pursuant to which disbursements for salaries of each of the key personnel financed under the grant will be made, GEMAH will submit for A.I.D. approval the name of the proposed candidate for each position and his/her curriculum vitae. These positions are: General Manager, Marketing Director, Program Director and Information Services Director.

Please sign the Statement of Assurance and Compliance (Attachment E), enclosed herewith, and the original and seven (7) copies of this letter to acknowledge your acceptance of the conditions under which these funds have been granted. Please return the Statement of Assurance of Compliance and the original and six (6) copies of this letter to the Agency for International Development, Mission to Honduras.

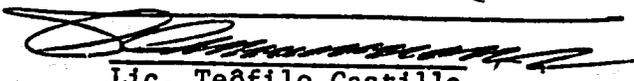
Sincerely,


Anthony J. Cauterucci
Mission Director

Attachments

- A Program Description
- B General Conditions of the Project
- C Standard Provisions
- D Alterations in Grant
- E Assurance of Compliance

Accepted: Gerentes y Empresarios Asociados de Honduras (GEMAH)

By: 
Lic. Teófilo Castillo

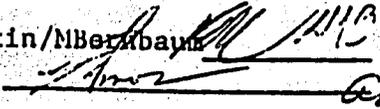
Date: 15/6/84

FISCAL DATA

Budget Plan Code:	LDAA84-25522-EG13 (445-50-522-00-69-41)
Appropriation Symbol:	72-1141021.5
Appropriation Title:	Development Assistance
Fiscal Year:	1984
Function:	Education and Human Resources
Project No.:	522-0256
Current Grant Amount:	325,000
PA-522-84-028	
Reservation Control No.	A40135E

Drafted: PCR:PHerrero (1165C-pg.2)ym

Cleared: PCR:EZallman/PCR:ML  r/r
 HRD/RWitherell 
 DMD/RNicholson 

HRD/E:KMartin/MBernbaum
CONT/PAMOS 

June 8, 1984

Lic. Teófilo Castillo
President
Honduran Association of Managers
and Entrepreneurs (GEMAH)
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Prior to the issuance of documentation pursuant to which disbursements for salaries of each of the key personnel financed under the grant will be made, GEMAH will submit for A.I.D. approval the name of the proposed candidate for each position and his/her curriculum vitae. These positions are: General Manager, Marketing Director, Program Director and Information Services Director.

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Sincerely,

Anthony S. Canterucci
Anthony S. Canterucci
Mission Director

Attachments

- A Program Description
- B General Conditions of the Project
- C Standard Provisions
- D Alterations in Grant
- E Assurance of Compliance

Accepted: Gerentes y Empresarios Asociados de Honduras (GEMAH)

[Signature]

By: Lic. Teófilo Castillo

Date: 15/6/84

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 PA-522-84-028
 Reservation Control No. A401358

Drafted: PCR:PHerrero (1165C-pg.2)ym
 Cleared: PCR:EZallman/PCR:ML
 HRD/RWitherell
 DMD/RNicholson

[Signatures]

HRD/E:KMartin/MBernbaum
 CONT/PAmos

[Signatures]

General Conditions of the Agreement

Conditions Precedent to Disbursement

1. Prior to the issuance of documentation pursuant to which initial disbursement of funds will be made, GEMAH will furnish, in form and substance satisfactory to A.I.D., evidence that a contract between GEMAH and the American Management Associations (AMA), outlining the responsibilities of AMA under the project has been signed.
2. Prior to the issuance of documentation pursuant to which disbursements for salaries of each of the key personnel financed under the grant will be made, GEMAH will submit for A.I.D. approval the name of the proposed candidate for each position and his/her curriculum vitae. These positions are: General Manager, Marketing Director, Program Director and Information Services Director.

Method of Implementation and Financing

Method of Implementation	Method of Financing	Approximate Amount
T.A. - Direct Contract	Reimbursement	\$ 362,400
Commodities - Direct Contract	Reimbursement	19,823
Commodities - HC	Reimbursement	36,500
Training - Direct Contract	Reimbursement	203,750
Local Support Costs	Reimbursement	177,527
	TOTAL	<u>\$ 800,000</u>

General Conditions of the Agreement

1. This Agreement provides funds for approximately 36 months, from June 1, 1984 through May 31, 1987, subject to satisfactory progress towards objectives.
2. A report of progress in meeting project objectives and a financial report will be submitted to A.I.D. three months after the date of this letter and every three months thereafter in order for the Mission to be able to measure progress in project implementation.
3. All reports will be submitted in English or Spanish to the A.I.D. Project Officer.

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4. I have designated Ms. Marcia Bernbaum, of our Human Resources Development Office, or her designee, as the USAID Officer responsible for contact with the Grantee. This Officer has already been in touch with you and once this Agreement has been signed, I would expect that your relationship would continue and be helpful to both parties.

5. The following non-applicable Standard Provisions (Attachment C) are hereby deleted: 2. Allowable Costs and Contributions (Educational Institutions); 8. Negotiated Overhead Rates--Predetermined; 7. Negotiated Overhead Rates--Non-Profit Organizations--Other than Educational Institutions; 8. Negotiated Overhead Rates--Educational Institutions; 10. Payment--Federal Reserve Letter of Credit (FRLC) Advance; 16. Procurement of Goods and Services over \$250,000; 20. Title to and Care of Property (U.S. Government Title); 26. Voluntary Participation Requirements for Sterilization Programs; 29. Regulations Governing Employees Outside the United States.

CUADRO 1
PLAN DE INVERSION FINANCIERO PARA EL PROYECTO
ASISTENCIA TECNICA

<u>DESCRIPCION DE LA INVERSION</u>	<u>PRIMER AÑO</u>		<u>SEGUNDO AÑO</u>		<u>TERCER AÑO</u>		<u>TOTAL DEL PROYECTO</u>	
	<u>A.I.D.</u>	<u>GEMAH</u>	<u>A.I.D.</u>	<u>GEMAH</u>	<u>A.I.D.</u>	<u>GEMAH</u>	<u>A.I.D.</u>	<u>GEMAH</u>
1.00.00 <u>Asistencia técnica</u>	<u>\$159,800</u>		<u>\$143,800</u>		<u>\$58,800</u>		<u>\$362,400</u>	
1.01.00 Asistencia	117,000		101,000		40,000		258,000	
1.02.00 Viáticos	28,400		266,800		9,800		64,800	
1.03.00 Boleto	14,400		16,200		9,000		39,600	

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CUADRO 2
PLAN DE INVERSION FINANCIERO PARA EL PROYECTO
RECURSOS DE ENTRENAMIENTO

<u>DESCRIPCION DE LA INVERSION</u>	<u>PRIMER AÑO</u>		<u>SEGUNDO AÑO</u>		<u>TERCER AÑO</u>		<u>TOTAL DEL PROYECTO</u>	
	<u>A.I.D.</u>	<u>GEMAH</u>	<u>A.I.D.</u>	<u>GEMAH</u>	<u>A.I.D.</u>	<u>GEMAH</u>	<u>A.I.D.</u>	<u>GEMAH</u>
2.00.00 <u>Recursos de Entrenamiento</u>		<u>\$43,950</u>		<u>\$67,150</u>		<u>\$92,650</u>		<u>\$203,750</u>
2.01.00 Libros		1,500		3,000		4,500		9,000
2.02.00 Audio Cassettes		750		750		750		2,250
2.03.00 Curso Multi/Media		24,000						24,000
2.04.00 Cursos gerencial.		7,500		48,000		72,000		127,500
2.05.00 Cuadernos Trabajo		5,200		10,400		10,400		26,000
2.06.00 Entr. inst.(cursos)		5,000		5,000		5,000		15,000

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CUADRO 3
PLAN DE INVERSION FINANCIERO PARA EL PROYECTO
EQUIPO DE ENTRENAMIENTO

<u>DESCRIPCION DE LA INVERSION</u>	<u>PRIMER AÑO</u>		<u>SEGUNDO AÑO</u>		<u>TERCER AÑO</u>		<u>TOTAL DEL PROYECTO</u>	
	<u>A.I.D.</u>	<u>GEMAH</u>	<u>A.I.D.</u>	<u>GEMAH</u>	<u>A.I.D.</u>	<u>GEMAH</u>	<u>A.I.D.</u>	<u>GEMAH</u>
3.00.00 <u>Equipo de Entrenamiento</u>		\$ 4,070		\$12,460				\$16,530
3.01.00 Proyectos 16 mm.		2,250					2,250	
3.02.00 Pantalla		750					750	
3.03.00 Proytr. overhead		1,000	1,000				2,000	
3.04.00 Rotafolios		70	70				140	
3.05.00 Podium			150				150	
3.06.00 Reloj			100				100	
3.07.00 Picheles de agua			40				40	
3.08.00 Cafeteras			250				250	
3.09.00 Pizarra			150				150	
3.10.00 Mesa sala reun.			1,600				1,600	
3.11.00 Sillas sala reun.			2,100				2,100	
3.12.00 Cámara video y TV			7,000				7,000	

CUADRO 4
PLAN DE INVERSION FINANCIERO PARA EL PROYECTO
APOYO SALARIAL

<u>DESCRIPCION DE LA INVERSION</u>	<u>PRIMER AÑO</u>		<u>SEGUNDO AÑO</u>		<u>TERCER AÑO</u>		<u>TOTAL DEL PROYECTO</u>	
	<u>A.I.D.</u>	<u>GEMAH</u>	<u>A.I.D.</u>	<u>GEMAH</u>	<u>A.I.D.</u>	<u>GEMAH</u>	<u>A.I.D.</u>	<u>GEMAH</u>
4.00.00 <u>Apoyo Salarial</u>	<u>\$110,500</u>	<u>\$ 9,550</u>	<u>\$29,250</u>	<u>\$125,025</u>	<u>\$10,400</u>	<u>\$152,900</u>	<u>\$150,150</u>	<u>\$284,225</u>
4.01.00 Cerente	35,750	3,250		39,000		39,000	35,750	81,250
4.02.00 Secretaria gerente	4,550	1,950		6,500		6,500	4,550	14,950
4.03.00 Cobrador		2,400		4,125		6,000		12,525
4.04.00 Conserje	1,950	1,300		3,250		3,250	1,950	7,800
4.05.00 Contador		650	9,750	650		10,400	9,750	11,700
4.06.00 Cerente de Mercadeo	26,000			26,000		25,000	26,000	52,000
4.07.00 Director de Programa	19,500			19,500		19,500	19,500	39,000
4.08.00 Dir. de Serv. Info.	16,250			16,250		16,250	16,250	32,500
4.09.00 Secretaria/Asistente	6,500			6,500		6,500	6,500	13,000
4.10.00 Dir. Rel. Públicas y Membresía			16,250			16,250	16,250	16,250
4.11.00 Aseador			3,250			3,250	3,250	3,250
4.12.00 Asis. Dir. Prog. y Reg. Semin.					10,400		10,400	

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CUADRO 5
PLAN DE INVERSION FINANCIERO PARA EL PROYECTO
EQUIPO DE OFICINA

<u>DESCRIPCION DE LA INVERSION</u>	<u>PRIMER AÑO</u>		<u>SEGUNDO AÑO</u>		<u>TERCER AÑO</u>		<u>TOTAL DEL PROYECTO</u>	
	<u>A.I.D.</u>	<u>GEMAH</u>	<u>A.I.D.</u>	<u>GEMAH</u>	<u>A.I.D.</u>	<u>GEMAH</u>	<u>A.I.D.</u>	<u>GEMAH</u>
5.00.00 <u>Equipo de Oficina</u>	<u>\$27,000</u>		<u>\$ 9,430</u>		<u>\$ 3,363</u>		<u>\$39,793</u>	
5.01.00 Escritorios	1,500		750		375		2,625	
5.02.00 Sillas	550		275		138		963	
5.03.00 Gabinete	450		450		450		1,350	
5.04.00 Mâq. de escribir	2,000						2,000	
5.05.00 Fotocopiadora	6,500						6,500	
5.06.00 Juego de estantes	400				400		800	
5.07.00 Micro comp. 3 term.	15,000						15,000	
5.08.00 Mimeógrafo			5,000				5,000	
5.09.00 Estante para bibl.			2,000		2,000		4,000	
5.10.00 Mesa de biblioteca			375				375	
5.11.00 Silla de bibliot.			180				180	
5.12.00 Calculadoras	600		400				1,000	

CUADRO 6
 PLAN DE INVERSION FINANCIERO PARA EL PROYECTO
 RENTA POR ESPACIO

<u>DESCRIPCION DE LA INVERSION</u>	<u>PRIMER AÑO</u>		<u>SEGUNDO AÑO</u>		<u>TERCER AÑO</u>		<u>TOTAL DEL PROYECTO</u>	
	<u>A.I.D.</u>	<u>GEMAH</u>	<u>A.I.D.</u>	<u>GEMAH</u>	<u>A.I.D.</u>	<u>GEMAH</u>	<u>A.I.D.</u>	<u>GEMAH</u>
6.00.00 <u>Renta por espacio</u>	<u>\$ 2,400</u>	<u>\$ 3,150</u>	<u>\$12,000</u>	<u>\$ 8,550</u>	<u>\$ 1,320</u>	<u>\$20,550</u>	<u>\$18,720</u>	<u>\$32,250</u>
6.01.00 <u>Espacio de oficina</u>	5,400	3,150	6,000	8,550	1,320	14,550	12,720	26,250
6.02.00 <u>Espacio de reunio.</u>			6,000			6,000	6,000	6,000

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