



C-P-Congressional

Señor  
Ronald Burkard  
Director  
CARE International  
660 First Avenue  
New York, NY 10016

CONFORMED COPY

ASUNTO: Proyecto No. OPG-518-0108  
Donación No. 518-004-G-00110900

SUBJECT: Project No. OPG-518-0108  
Grant No. 518-004-G-00110900

30 de agosto de 1991

August 30, 1991

Estimado señor Burkard:

Dear Mr. Burkard:

De conformidad con la autoridad contenida en el Acta de Cooperación Externa de los Estados Unidos, de 1961, y sus enmiendas, la Agencia para el Desarrollo Internacional (a la que en adelante se denominará "AID" o "Donante") por la presente dona a Cooperative for American Relief Everywhere (que en adelante se llamará "CARE" o "Beneficiario") la suma de US\$619,854 para la ejecución del Proyecto denominado "Lucha contra el Cólera en Zonas Rurales Afectadas", que se encuentra descrito en forma más amplia en el Programa de esta Donación como Anexo 1 y en el Anexo 2, que consiste en la propuesta de CARE del 19 de agosto de 1991.

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 the Cooperative for American Relief Everywhere (hereby referred to as "CARE" or "Grantee"), the sum of U.S.\$619,854 to provide support for a "Cholera Response in Affected Rural Areas Project", as described in the Schedule of this grant in Attachment No. 1 and in Attachment No. 2, which consists of the CARE proposal of August 19, 1991.

Esta Donación entrará en vigencia la fecha en que se suscriba esta Carta y se ajustará únicamente a los compromisos hechos por el Beneficiario, CARE, de conformidad con los objetivos del programa durante el período que se inicia el 31 de agosto de 1991 y termina el 30 de agosto de 1992.

This Grant is effective and obligation is made as of the date of this letter and shall apply to commitments made by the Grantee, CARE, in furtherance of program objectives during the period beginning August 31, 1991 and ending August 30, 1992.

Esta Donación se hace a CARE bajo condición de que los fondos serán

This Grant is made to CARE on condition that the funds will be

administrados de acuerdo con los términos y condiciones establecidos en el Anexo 1 "Programa", Anexo 2 "Propuesta de CARE del 19 de agosto de 1991", y Anexo 3 "Estipulaciones Uniformes", que han sido previamente acordados y aceptados por CARE.

administered in accordance with the terms and conditions as set forth in Attachment No. 1, entitled the "Schedule", Attachment No. 2, CARE Proposal of August 19, 1991", and Attachment No. 3, entitled "Standard Provisions", which have been agreed to by CARE.

Sírvase firmar el original de esta carta y sus copias, confirmando así su aceptación a esta donación, y remitir el original y sus copias a nuestras oficinas de USAID/Ecuador, con excepción de una que se servirá retener para su oficina.

Please sign the original and each copy of the letter to acknowledge your receipt of the grant and return the original and all but one copy to the offices of USAID/Ecuador.

Atentamente,

Sincerely,

Charles E. Costello  
Director

- Adjuntos: 1. Programa  
2. Propuesta de CARE  
3. Estipulaciones Uniformes

RECIBIDO:

Ronald Burkard  
Director de CARE

DATOS CONTABLES:

Appropriation: 72-1111021.  
BPC: LDHA-91-25518-JG13 \$267,978  
Appropriation: 72-11X1021.  
BPC: LDH-91-25518-KG13 \$231,539  
Appropriation: 72-11X1021.  
BPC: LDC-91-25518-KG13 \$120,337  
PIO/T No.: 518-0108-3-09182  
RSVN CTL No.: PO91148, PO91149, PO91150

FUNDS AVAILABLE (IND)			
ADM. RES.	<input checked="" type="checkbox"/>	OBIGATION	<input type="checkbox"/>
LAPMARK RES.	<input type="checkbox"/>	BARMARK	<input type="checkbox"/>
COMMIT. RES.	<input type="checkbox"/>	COMMIT.	<input type="checkbox"/>
llh		8/30/91	
SIGNATURE		DATE	
OFFICE OF THE CONTROLLER			

## PROGRAMA

### A. Propósito del Convenio

El propósito de este Convenio de Donación es dar apoyo a CARE para la ejecución del proyecto denominado "Lucha contra el Cólera en Zonas Rurales Afectadas", el mismo que se describe más ampliamente en el Anexo 2 de este Convenio, denominado "Propuesta de CARE-Ecuador para las Zonas Rurales Afectadas".

### B. Período del Convenio

La fecha en que este Convenio entrará en vigencia es el 30 de agosto de 1991. La fecha de expiración de este Convenio es el 30 de agosto de 1992.

### C. Monto del Convenio y Pagos

1. Por la presente AID compromete la cantidad de \$619,854 dolares de los Estados Unidos para cubrir los gastos del proyecto durante el período señalado en el punto B. anterior, y como se detalla más adelante en el Plan Financiero.

2. Los pagos se harán al Beneficiario de acuerdo a lo establecido en el Anexo 3 "Estipulaciones Generales", bajo el título "Pagos-Carta de Crédito".

### D. Plan Financiero

El plan financiero detalla el financiamiento, tanto de AID como no-AID (contraparte), requerido para alcanzar los objetivos del Programa durante el lapso de vida del proyecto. La contribución total de la contraparte (CARE) se estima en un 46% del proyecto. En ningún momento durante la vida del proyecto la contribución de la

## SCHEDULE

### A. Purpose of Grant

The purpose of this Grant is to provide to CARE support for the project entitled: "Cholera Response in Affected Rural Areas", as more specifically described in Annex No. 2 to this Grant entitled "CARE-Ecuador Response Proposal in Affected Rural Areas".

### B. Period of Grant

The effective date of this Grant is August 30, 1991. The expiration date of this Grant is August 30, 1992.

### C. Amount of Grant and Payment

1. AID hereby obligates the amount of US\$619,854 for program expenditures during the period set forth in B. above and as shown in the Financial Plan below.

2. Payment shall be made to the Grantee in accordance with procedures set forth in the Attachment 3 Standard Provision entitled "Payment - Letter of Credit".

### D. Financial Plan

The project financial plan details both AID and non-AID (counterpart) financing required to achieve the objectives for the program over the life of the project. The total counterpart (CARE) contribution is estimated at 46% of the overall project costs. At no time during the life of the project will the counterpart contribution fall below the

contraparte será menor al equivalente en dólares (en el momento en que se haga efectiva esta donación) del 25% del costo total del proyecto.

Cualquier cambio en los rubros del presupuesto que estén por encima del 15% requerirán la aprobación de AID, así como también todos los incrementos salariales y beneficios proporcionados para los empleados del Program financiados por AID.

U.S. dollar equivalent (at the time the grant is signed) of 25% of total project costs.

Changes within budget line items of over 15% will require AID approval, as will all increases to the salary and benefits packages provided to AID financed employees.

PROYECTO LUCHA CONTRA EL COLERA EN LOS RIOS  
CHOLERA RESPONSE FOR LOS RIOS

PLAN FINANCIERO  
FINANCIAL PLAN

(US\$ DOLLARS)

	<u>\$ Cost</u>	<u>% of Total</u>
Audit and Evaluation (Auditoría y Evaluación)	9,300.00	0.81%
Personnel and Operations (Personal y Operaciones)	238,530.00	20.81%
Material and Equipment (Material y Equipos)	470,077.00	41.00%
Technical Assistance (Asistencia Técnica)	9,500.00	0.83%
Training (Capacitación)	14,400.00	1.26%
Miscellaneous (Misceláneos)	14,939.90	1.30%
Indirect Costs (Costos Indirectos)	34,784.00	3.03%
CARE NY Overhead (Gastos Indirectos)	54,869.18	4.79%

Community and Counterpart In-Kind (Contribución de la Comuni- dad y de la Contraparte en especie)	300,000.00	26.17%
	-----	-----
	1,146,400.08	100.00%

**DONORS**

	<u>\$ COST</u>	<u>% OF TOTAL</u>
CARE Managed and In-Kind (Administración de CARE y Contribución en especie)	526,546.00	46.00%
Requested (Pedido)	619,854.00	54.00%

**COSTS DISTRIBUTION**

	<u>USAID</u>	<u>CARE</u>
Personnel and operations (Personal y Operaciones)	214,677.00	23,853.00
Material and Equipment (Material y Equipo)	291,361.00	149,566.00
Technical Assistance (Asistencia Técnica)	1,900.00	7,600.00
Training (Capacitación)	5,583.00	8,817.00
Miscellaneous (Misceláneos)	16,680.00	4,214.00
Indirect Costs (Costos Indirectos)	34,784.00	0
CARE NY Overhead (Gastos Indirectos)	54,869.00	0

Community and Counterpart In-Kind (Contribución de la Comunidad y de la Contraparte en especie)	0	300,000.00
	-----	-----
	619,854.00	494,050.00 *

**FINANCIAL PLAN**

Audit and Evaluation (Auditoría y Evaluación)	9,300.00	0.81%
Personnel and Operations (Personal y Operaciones)	238,530.00	20.81%
Material and Equipment (Material y Equipo)	470,077.00	41.00%
Technical Assistance (Asistencia Técnica)	9,500.00	0.83%
Training (Capacitación)	14,400.00	1.26%
Miscellaneous (Misceláneos)	14,939.90	1.30%
Indirect Costs (Costos Indirectos)	34,784.00	3.03%
CARE NY Overhead (Gastos Indirectos)	54,869.18	4.79%
Community and Counterpart In-Kind (Contribución de la Comunidad y de la Contraparte en especie)	300,000.00	26.17%
	== -----	=====
	1,146,400.08	100.00%
<b>REQUESTED (Pedido)</b>	619,854.00	54.00%

The difference between this amount and total project cost is to be provided  
by the Ministry of Health.

E. Reportes, Evaluaciones y Auditoría

1. Reporte Financiero

a. El Anexo 3, "Estipulaciones Generales" bajo el título "Pago" detalla los requisitos para la presentación de informes financieros por parte del Beneficiario.

b. Un original y dos copias de todos los informes financieros deberán ser enviados a la Oficina de Contabilidad, USAID/Ecuador, Av. Colombia 1573 y Queseras del Medio, Edificio Computec, Quito. Además, una copia de todos los informes financieros deberá ser enviada al Jefe del Proyecto en USAID.

2. Reporte del Desempeño del Programa

a. El beneficiario supervisará el cumplimiento del Convenio, y cuando sea necesario, asegurará que se cumplan los cronogramas, que se completen las actividades proyectadas dentro de sus respectivos períodos, y que se alcancen las metas del programa. Esta revisión deberá hacerse para cada programa, función o actividades de la Donación.

b. El beneficiario emitirá un informe trimestral (informe técnico) que resuma brevemente la siguiente información para cada programa:

- (1) Una comparación de los logros obtenidos con las metas establecidas para el período, los informes del investigador o ambos. Si el rendimiento de los programas puede ser fácilmente cuantificado, la información cuantitativa deberá estar relacionada con la información de los costos unitarios.

E. Reporting, Evaluation and Audit

1. Financial Reporting

a. Financial reporting requirements shall be in accordance with the Standard Provision of this grant entitled "Payment-Letter of Credit" as shown in Attachment No. 3.

b. The original and two copies of all financial reports shall be submitted to the Controller's Office, Av. Colombia 1573 y Queseras del Medio, Edificio Computec, Quito. In addition, one copy of all financial reports shall be submitted to the USAID project officer.

2. Program Performance Reporting

a. Recipient shall monitor performance under the Agreement and, where appropriate, ensure that time schedules are being met, projected work units by time periods are being accomplished, and other performance goals are being achieved. This review shall be made for each program, function, or activity of the Agreement.

b. Recipient shall submit a quarterly performance report (technical report) that briefly presents the following information for each program, function, or activity involved:

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

- (2) Razón por la cual no se alcanzaron las metas establecidas.
- (3) Otra información pertinente, incluyendo, cuando sea apropiada, análisis y explicación de los sobrecostos o de los costos unitarios altos.

Este informe se lo presentará a la Oficina de Salud en USAID/Ecuador.

c. Entre las fechas establecidas para la presentación de los informes de progreso, pueden ocurrir eventos que tengan un impacto significativo en el proyecto. En tales casos, el Beneficiario deberá informar a USAID tan pronto como cualquiera de las siguientes condiciones sea conocida:

- (1) Problemas, demoras o condiciones adversas que afecten materialmente la capacidad para lograr los objetivos del proyecto, obstaculizar el logro de las metas programadas, o impedir el avance del programa en los períodos establecidos. Esta información deberá estar acompañada de un resumen de la acción tomada o contemplada, y cualquier asistencia que se requiriera de USAID para resolver la situación.
- (2) Acontecimientos favorables o eventos que permitan que los programas de trabajo se cumplan antes de lo previsto o que se produzcan más unidades de trabajo que las originalmente proyectadas.

d. Si cualquier revisión del rendimiento que el Beneficiario lleve a

- (2) Reason why established goals were not met.
- (3) Other pertinent information including, when appropriate, analysis and explanation of cost overruns or high unit costs.

This report will be submitted to FHO, USAID/Ecuador.

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

- (1) 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 objectives by established time periods. This disclosure shall be accompanied by a statement of the action taken, or contemplated, and any USAID assistance needed to resolve the situation.
- (2) Favorable developments or events that enable time schedules to be met sooner than anticipated or more work units to be produced than originally projected.

d. If any performance review conducted by the Recipient discloses the

cabo revela la necesidad de un cambio en el presupuesto, de acuerdo con el criterio establecido en las Estipulaciones Generales Obligatorias, Cláusula 4, el Beneficiario solicitará la revisión del presupuesto.

### 3. Auditoría

El Beneficiario mantendrá libros y registros referentes a esta Actividad, de acuerdo con principios contables generalmente aceptados.

Además, CARE, previo a la finalización del proyecto, deberá contratar una firma local que sea conocida o afiliada a una firma norteamericana para que lleve a cabo una auditoría financiera del Proyecto. La auditoría, que será financiada bajo el convenio con la AID, tiene que cumplir con las normas de contabilidad del Gobierno de los Estados Unidos y los requisitos de auditoría de la AID.

### F. Códigos Geográficos Autorizados

El código autorizado para la adquisición de bienes y servicios contemplados en este Convenio, es los Estados Unidos de América (Código 000). El Financiamiento de Costos Locales está permitido como se describe en las Estipulaciones Generales (Anexo 3). Se ha aprobado una exención que permita la adquisición de hasta US\$291,361 en bienes y servicios cuya fuente y origen sea el Ecuador, respectivamente, bajo el rubro para "Materiales y Equipos."

### G. Porcentaje de Costos Indirectos

De acuerdo con la Estipulación General Opcional de este Convenio titulada "Porcentaje de Costos Indirectos Negociados - Provisional", se deberá establecer un porcentaje o porcentajes

need for change in the budget estimates in accordance with the criteria established in Mandatory Standard Provision 4, the Recipient shall submit a request for budget revision.

### 3. Audit

The recipient is required to maintain books and records of the use of funds of this Activity, in accordance with generally accepted accounting principles.

In addition, a financial compliance audit is to be carried out by CARE, prior to the close-out of the project, contracting any major local audit firm which has a reputable U.S. affiliation. The audit, which will be AID funded under the grant, must comply with the U.S. Government Accounting Standards and AID audit requirements.

### F. Authorized Geographic Code

The authorized geographic code for procurement of goods and services under this grant is United States (Code 000). Local Cost Financing as described in the Standard Provisions, (Attachment 3) is permitted. A waiver has been approved permitting the procurement of up to US\$291,361 in commodities of Ecuadorian source and origin, under the "Materials and Equipment" line-item.

### G. Indirect Cost Rate

Pursuant to the Optional Standard Provision of this Agreement entitled "Negotiated Indirect Costs Rates - Provisional", a rate or rates shall be established for each of the Recipient's

para cada uno de los períodos contables del Beneficiario que se aplican a este Convenio. La revisión o fijación final de los porcentajes de costos indirectos que queden pendientes para cada uno de los periodos contables del Beneficiario que se aplica a este convenio, y los pagos provisionales de la cuenta de los costos indirectos se realizarán sobre la base de los siguientes porcentajes provisionales negociados aplicados a la base que se establece a continuación.

Tipo: Costo Indirecto  
Porcentaje: 7.60%  
Base: Costo Total Directo excluyendo el valor de los bienes agrícolas, contribuciones en especie y costos de flete marítimo.  
Período: Julio 1, 1991 hasta nueva enmienda.

#### H. Título de Propiedad

El título de propiedad de los bienes adquiridos bajo esta Donación será conferidos al Beneficiario.

#### I. Procedimientos de Terminación

Esta sección enumera los procedimientos a seguirse para el cierre de esta Donación.

1. Las siguientes definiciones se aplicarán con respecto a esta Sección:

a. Cierre de la Donación. Es el proceso mediante el cual AID determina que todas las acciones administrativas aplicables así como todos los trabajos requeridos por esta Donación o Convenio han sido completados por el Beneficiario y AID.

b. Fecha de Terminación. Es la fecha en la cual se han completado todos los trabajos bajo Donaciones y

accounting periods which apply to this Agreement. Pending establishment of revised provisional or final indirect costs rates for each of the Recipient's accounting periods which apply to this Agreement, provisional payments on account of allowable indirect costs shall be made on the basis of the following negotiated provisional rate(s) applied to the base(s) which are set forth below.

Type: Overhead  
Rate: 7.60%  
Base: Total direct costs excluding value of agricultural commodities, in-kind contributions and ocean freight costs.  
Period: July 1, 1991 until amended

#### H. Title to Property

Title to property acquired under this grant shall vest in the Grantee.

#### I. Close out Procedures

This section prescribes uniform closeout procedures for this Agreement.

1. The following definitions shall apply for the purpose of this section:

a. Closeout of the Grant. The closeout of a grant or agreement is the process by which AID determines that all applicable administrative actions and all required work of the grant or agreement have been completed by the recipient and AID.

b. Date of Completion. The date of completion is the date on which all work under grants and agreements is

Convenios, la fecha que figura en el documento de adjudicación, o cualquier suplemento o enmienda a éste, en la cual termina el auspicio de AID.

c. Costos No Aprobados. Son aquellos cargos a esta Donación o Convenio que AID o su Representante determine como no autorizados, de conformidad con los principios Federales de costos aplicables u otras condiciones establecidas en la Donación o Convenio.

2. Los procedimientos de AID para el cierre de la Donación incluyen los siguientes requisitos:

a. Si así se le solicita, AID podrá realizar pagos inmediatos a un beneficiario por costos reembolsables autorizados bajo la Donación o Convenio que esté en proceso de cierre.

b. El Beneficiario deberá inmediatamente reembolsar cualquier saldo o dinero no comprometido que AID haya adelantado o pagado, y que no esté autorizado para ser retenido por el beneficiario para uso en otros Convenios o Donaciones.

c. AID obtendrá del Beneficiario dentro de 90 días calendario todos los informes financieros, de progreso y otros informes requeridos como condición para esta Donación o Convenio. AID puede otorgar extensiones cuando estas sean solicitadas por el Beneficiario.

d. El Beneficiario mantendrá un registro de todos los bienes adquiridos con fondos de AID o recibidos del Gobierno de acuerdo al Adjunto 1 de la Circular OMB A-110 titulada "Regulaciones para el Manejo de Propiedades."

e. En el caso de que una auditoría final no haya sido efectuada antes del

completed, of the date on the award document, or any supplement or amendment thereto, on which AID sponsorship ends.

c. Disallowed Costs. Disallowed costs are those charges to a grant or agreement that AID or its representative determines to be unallowable, in accordance with the applicable Federal cost principles or other conditions contained in the grant or agreement.

2. AID closeout procedures include the following requirements:

a. Upon request, AID shall make prompt payments to a recipient for allowable reimbursable costs under the grant or agreement being closed out.

b. The Recipient shall immediately refund any balance or 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 or agreements.

c. AID shall obtain from the recipient within 90 calendar days after the agreement all financial, performance, and other reports required as the condition of the grant or agreement. AID may grant extensions when requested by the recipient.

d. The recipient shall account for any property acquired with AID funds or received from the Government in accordance with the Attachment 1 of the OMB Circular A-110 entitled, "Property Management Standards."

e. In the event the final audit has not been performed prior to the closeout

cierre de la Donación, AID se reserva el derecho de recuperar una cantidad adecuada después de considerar las recomendaciones sobre los costos cuestionados resultantes de la auditoría final.

**J. Provisiones Especiales**

1. Se incorpora como Anexo 3 a este Convenio el documento titulado "Estipulaciones Generales Aplicables a Beneficiarios Estadounidense, No-Gubernamentales" Nos. 1,4,5,6,7,8,9, 11 13, 14, 20, 23, 24 and 25.

2. No se utilizarán fondos proporcionados por la AID para la compra de vehículos.

3. No se realizarán actividades del Proyecto relacionadas con la construcción de sistemas de agua potable y saneamiento hasta que la AID realice una evaluación de impacto en el medio ambiente.

of the grant or agreement, AID shall retain the right to recover an appropriate amount after fully considering the recommendations on questioned costs resulting from the final audit.

**J. Special Provision**

1. The Attachment 3 Required as Applicable Standard Provisions for U.S., Non-Governmental grantees incorporated in this grant are numbers 1,4,5,6,7,8,9, 11, 13, 14, 20, 23, 24 and 25.

2. All vehicles shall be purchased with non-A.I.D. funds.

3. No work shall begin on project activities involving construction of rural water supply and sanitation systems until after completion of an Environmental Assessment by A.I.D.

(PROGCARE)

Como Testigo de Honor suscribe este  
documento de donación entre USAID y CARE  
para el programa de Lucha Contra el Cólera  
El Señor Ministro de Salud Pública  
del Gobierno del Ecuador

A handwritten signature in black ink, consisting of a large, stylized loop and a vertical stroke, positioned above a horizontal line.

---

Dr. Plutarco Naranjo  
Ministro de Salud Pública

***CARE-ECUADOR***

***CHOLERA RESPONSE  
IN AFFECTED AREAS***

***PROPOSAL***

# **CARE** INTERNATIONAL

**ECUADOR** BERLIN 180 entre Eloy Alfaro y 9 de Octubre  
Telfs. 549-469 563-935 231-579 Apdo. 21-1901  
Fax. 593 - 2 - 565990 - Quito.

Quito, 19 August 1991  
No. 23164

Dr. Ken Yamashita  
USAID  
Quito

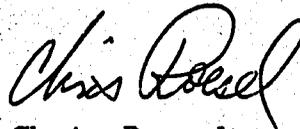
Dear Ken,

Attached is the CARE revised proposal to include the audit, evaluation, and more detailed training plans. Adding the audit and evaluation had repercussions in the budget, so I adjusted it to allow for the modifications. I cut some staff because counterparts have offered to provide them.

Briefly, the proposal includes all the same activities with the same coverage. I had to cut out some safety cushion to add the evaluation and audit, but it seems feasible. My staff is very motivated. They will ensure that we deliver everything within the budget. I will give them the budget limits to manage.

I look forward to hearing of the approval.

Sincerely,



Chris Roesel

cc. Ron Burkard  
Curt Schaeffer

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## CARE ECUADOR CHOLERA RESPONSE PROPOSAL

### 1. SUMMARY:

Ecuador is experiencing a major challenge to the health of its population-- cholera. To date, 20 thousand people have contracted the disease and nearly four hundred have died (Dirección Nacional de Epidemiología, MSP-Ecuador, through 29 May '91). Nearly five million of its more than nine and a half million inhabitants are at risk due to the poor sanitary services and hygiene of the country (Sección Estadística, IEOS, 1990). The transmission is fecal-oral, or simply put, fecal contamination of drinking water and food. The deaths occur principally due to the lack of education of the population as to effective rehydration.

CARE Ecuador proposes to redress these problems in the third most seriously affected of the provinces, Los Rios (Maps, Appendix A). Over ten percent of the cases and seven percent of the mortality has occurred in this province despite its having less than 6% of the national population. The government currently has a major effort of tracking all cases and deaths. The proposed response is to provide the population with the information and infrastructure which they are urgently seeking. The response is hygiene, sanitary, and oral rehydration education and sanitary services to all of several cantones in the rural area of this province, or 75,000 people. The proposed cantones are Baba, Babahoyo, and Urdaneta. The additional funding required for this massive one year effort is \$614 thousand. The total cost of the effort is \$1.146 million.

### 2. PROBLEM:

Cholera is an acute diarrheal disease transmitted via the fecal-oral route. No other animal is a reservoir for the disease. The bacterium has shown a t90 of up to four months in water, fresh or sea water (Sanitation and Disease, Feacham, R.G. et al, World Bank, 1981). The disease requires three conditions for transmission: appropriate environmental conditions; poor hygiene; and an agent. Ecuador has had the first two perpetually. The national sanitation coverage at best is slightly over 35%. The temperature in many areas of the country is always above 20 degrees Centigrade, the basic temperature at which the organism proliferates. The majority of the population does not practice either good sanitation or hygiene. Finally, less than a third of the population was found to use oral rehydration during the last episode of diarrhea their children had.

**RELATIONSHIP TO USAID'S COUNTRY DEVELOPMENT STRATEGY STATEMENT, 1990-1994:**

This project's strategy relates to several of the targets and strategies in the CDSS (Country Development Strategy Statement, FY 1990 - 1994, USAID Ecuador).

The CDSS has two specific qualitative targets. One is to reallocate resources to preventive rather than curative care and to rural and marginal areas rather than to urban. This project is strictly preventive and rural. Another CDSS target is to improve cost-effectiveness through use of epidemiological considerations, decentralization, emphasis on health education, greater role for private sector provision, and the continuation of AID-initiated policy of community ownership, management, and financing. These targets virtually describe the project.

The proposed project also contribute significantly to quantitative targets in the CDSS.. The increased use of ORT to 34% will be supported by this project. The project proposes to get another 52,800 additional people to use ORT. This would add another .5% to the present coverage of 28%, raising it one twelfth of the way to the 1994 target. The CDSS proposes to raise sanitary services to 39% of the rural area by 1994. This project alone would raise such services by 1%.

The project also concurs with the USAID strategy. The USAID proposed strategy is to increase targeting to geographical areas of greatest need and to diseases of greatest concern. This project specifically does both. It targets by attack rates to redress a problem that has terrified the population. Additionally, the problem is a major contributor to child mortality, causing 23% of child deaths. The CDSS proposes to obtain additional donor support for rural water and sanitation. This project, through CARE, adds another two international donors in addition to community members and government agencies.

**4. STRATEGY:**

**CARE'S ROLE:** CARE Ecuador plans to respond to the request of the Health Department and communities of the province (see Attachment A). Its proposal has received enthusiastic reception by the Ministry of Public Health, the Panamerican Health Organization, the Ecuadorian Institute of Sanitary Works (IEOS), UNICEF, the United Nations Development Program and others.

The proposed response to the cholera crisis is 1) education via the media, 2) intensive education via three-day village campaigns, and 3) the provision of latrines to the majority of the rural population in three cantones of Los Rios, Baba, Babahoyo, and Urdaneta. The program will be coordinated with the Health Department and provincial IEOS personnel.

CARE deems the response to be timely in that the rural population in particular at this time is terrified of cholera. Every field trip our staff takes, the people ask what to do to prevent the disease and how to survive it. This occurs even if the staff member is an agricultural extension agent. Every few days a solicitude arrives at our offices (see Appendix B). We propose only a one year project at this time in that we do not know how long this sense of urgency will continue in the rural population. When the sense of emergency no longer exists, the goals of this project will be tremendously more difficult. Sanitation, oral rehydration therapy, and hygiene are among the most difficult health changes to achieve in normal times.

In education, the CARE staff will teach the population that six activities are essential to prevent diarrhea and that one is essential to treat it when it occurs (Appendix C). The activities to be promoted are to wash hands with soap after excreting and before preparing food and eating, doing so for the entire family. The next is to boil or chlorinate water before drinking it. Next is to cook all food well. The population will learn that all excreta must be buried, preferably in latrines. The population will further learn that all cooked food must be protected from flies. Finally, we will reinforce the practice of breastfeeding unweaned children. We will teach that, in the event of diarrhea, the essential treatment is to increase liquid intake to match excreta volume and, as soon as possible, to begin the use of rehydration solutions. Sugar-salt and rehydration salt solutions will be taught and promoted. As soon as possible, all acute cases should be notified to the nearest health service. Breastfeeding should be maintained during diarrhea. Finally, the population will be taught and shown the construction of an appropriate latrine model, either water seal, ventilated improved pit (VIP), or raised, sealed chamber in the case of flood areas (Appendix D).

The provision of latrines will consist of one of three models, depending on the circumstances, the VIP, the waterseal, or the raised, sealed pit. The first will be supported in communities with no gravity-flow water system. The second in communities with water systems. The last will be used in communities built in the flood plain.

CARE will provide \$20 of materials (cement, construction iron, and PVC pipe--see Appendix E). The Ecuadorian Institute of Sanitary Work and CARE will demonstrate the construction and supervise it. The community members will build their latrines, dig their pits, and provide the materials for the superstructure. The value of the labor is at least \$10. The local materials will be worth another \$10 or more. Thus, 50% of the material cost will be provided through CARE and 50% by the communities.

The plan of the educational strategy is to coordinate with the Department of Health. First, educational programs will be launched via the mass media. Second, CARE doctors will orient area doctors and other health personnel and request their active support. Next, the CARE and Department of Health staff will visit communities, staying five days in two consecutive passes through them, first carrying out intensive educational activities and later reinforcing the messages and delivering the latrine pipes. CARE has already begun the production of audiovisual packets on diarrhea prevention, treatment, and sanitation (slides, cassette tapes, and flip charts developed with communities).

It is contemplated that for the 300 rural communities in Los Rios, 30 field staff and fifteen motorcycles will be required.

5. CARE CAPABILITY STATEMENT:

CARE Ecuador has three health, water and sanitation projects. They have been in operation for up to fifteen years. Together, they currently work in 13 provinces and have over thirty experienced staff. The letters of request and support in Appendix B indicate CARE's credibility to counterparts.

CARE has a four year old existing relationship with the Health Department and IEOS in Los Rios. CARE has fomented the construction of health centers, water systems, handpumps, and latrines in Los Rios. We currently have a role of providing technical advice in health planning, conducting community surveys, training and orienting rural doctors, and promoting community participation in health activities province-wide.

6. SELECTION OF PROVINCE AND CANTONES:

The CARE staff analyzed cholera attack, mortality, and latrine coverage data for provinces in which each CARE project has relationships with the provincial governments and health departments. Using this method of analysis, we selected the most seriously affected province(s) from those in which each project had activities.

(See Appendix F for attack and mortality rates by province). We used the same method to select cantones, taking as many as their population would allow. The total rural population of the three selected cantones is 102,447.

7. GOALS:

GOALS: The final goal of the project is to diminish cholera morbidity and mortality by 80% in 300 rural communities in the province of Los Rios, Ecuador.

INTERMEDIATE GOALS: Among the 75,000 people in 300 rural villages of Los Rios Province, Ecuador,

1. Increase the correct use of rehydration procedures and solutions to 80% of diarrhea cases.
2. Increase the use of adequately treated drinking water and foods to 60%.
3. Increase correct handwashing methods and occasions to 80%.
4. Increase adequate protection of cooked foods to 80%.
5. Increase the correct use of latrines and excreta disposal to an additional 15,000 families.
6. Establish 275 UROs populares, 80% of which will be stocked at any point in time.

8. COVERAGE BY PROVINCE OF SERVICES:

CARE proposes to assist in promoting, training for, and constructing the following numbers of household latrines by province:

Los Rios	15,000
----------	--------

Coverage in the educational activities will be roughly 110% of these coverages by province.

9. PROJECT ACTIVITIES:

The project has three major components, a mass media campaign, an intensive education campaign, and a latrine promotion and material subsidization effort. The mass media campaign will be headed by a health educator who coordinates efforts of local groups of artists and actors with television and radio channels. The intensive education campaign will consist of two concentrated efforts, coordinated with local health personnel, in every village in the province.

The first visit of three to five days will consist of organizing the community, training them on the five steps of prevention and the essential of treatment, and constructing a demonstration latrine. The communities will be left with the task of building their personal latrines in the course of the next three months. In the next visit, again of three to five days, the staff will reinforce the educational messages given previously and evaluate their adoption. He or she will deliver the subsidized latrine materials and supervise their installation. The final project effort will be to evaluate the effectiveness of its achievement with health personnel and villagers in a sample of the population.

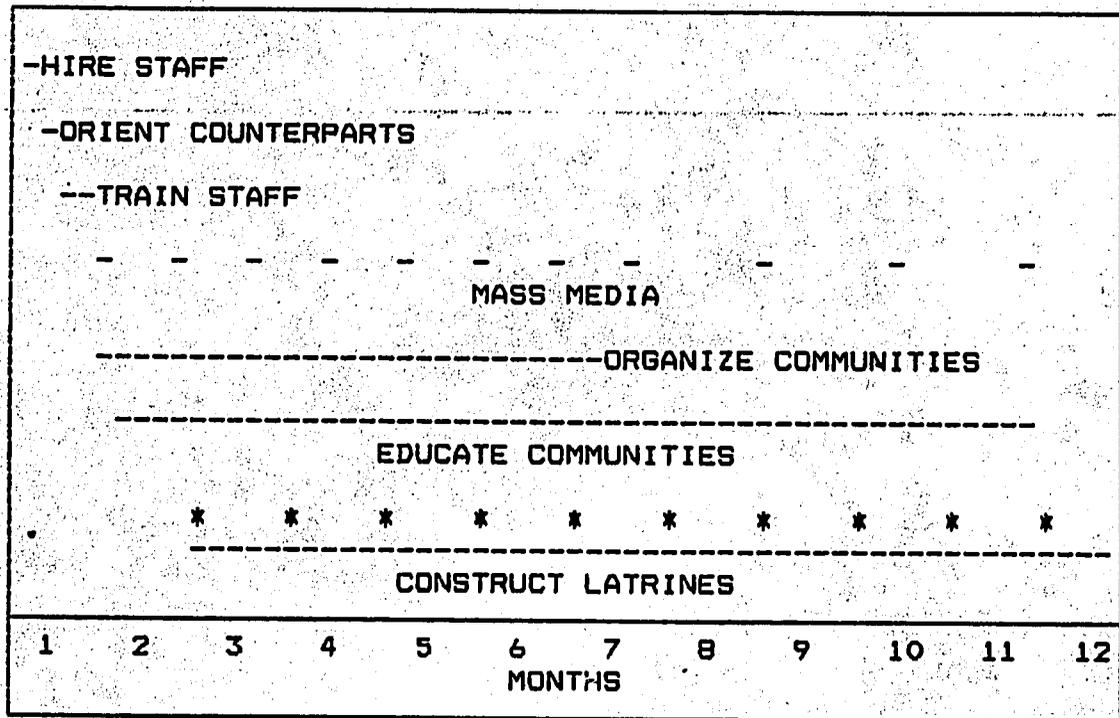
#### 10. EVALUATION:

The project will evaluate its achievement at two levels, the intermediate goal achievement, and the number of villages and families served with latrines and education. The final goal will not be measured in that cholera incidences are expected to vary seasonally. The project does not wish to take credit for natural variations. The goal, however, is to reduce the cholera incidence to 100 cases in the last three months of the project and cholera deaths to less than ten. The intermediate goals will be measured with a three hundred sample of the population with a KAP and diarrheal morbidity survey (see Appendix G). Latrine and education coverage will be measured by household inspections at the time of material delivery and by attendance counts to the education sessions.

#### 11. RESOURCE REQUIREMENTS:

The project requires additional funding of US\$.614 million. All the required skills and materials are available locally. CARE Ecuador currently has the core team of doctors, social promoters, project manager and assistant manager. Together, they have more than forty-five years of appropriate experience. A health education specialist is required as are new, complementary staff (additional engineers, masons, and social promoters). CARE proposes to place these staff full-time on the anti-cholera effort. Funds for additional vehicles (one jeep and 15 motorcycles), latrine subsidization materials (water pipes, cement and reinforcing rod), and training courses are also required. The project expects to use oral rehydration packages already purchased by UNICEF and USAID in the establishment of UROs.

TIMEFRAME



\*= Completion of 1500 latrines.

12. FINANCIAL PLAN:

AUDIT AND EVALUATION	\$9,300.00	0.81%
PERSONNEL AND OPERATIONS	\$238,530.00	20.81%
MATERIAL AND EQUIPMENT	\$470,077.00	41.00%
TECHNICAL ASSISTANCE	\$9,500.00	0.83%
TRAINING	\$14,400.00	1.26%
MISCELLANEOUS	\$14,939.90	1.30%
INDIRECT	\$34,784.00	3.03%
CARE NY OVERHEAD	\$54,869.18	4.79%
COMMUNITY AND COUN- TERPART IN-KIND	\$300,000.00	26.17%
	=====	=====
	\$1,146,400.08	100.00%

REQUESTED \$619,854 54%

For more financial details, see the budget breakdown, Appendix H.

13. OPERATION PLAN:

The project will be managed by an experienced team of manager and assistant. All financial and material monitoring procedures are already in place. All messages and teaching aids are in the final stages of refinement. All activities will be coordinated with counterparts, beginning with a province-wide orientation session. Individual area activities will be coordinated with the area doctors and nurses by the CARE physicians. Mass media will be coordinated by the health educator. The health educator will provide process training. The staff will conduct educational sessions.

14. TIMEFRAME:

The project will be completed in one year. The activity timeframe is roughly as follows:

**15. APPENDICES**

**Appendix A: Maps**

**Appendix B: Letters of Solicitation and Support**

**Appendix C: Key Messages**

**Appendix D: Latrine Designs**

**Appendix E: Latrine Materials**

**Appendix F: Attack and Fatality Rates by Province**

**Appendix G: Knowledge and Practice Measures**

**Appendix H: Budget Breakdown**

**Appendix I: Detailed Training and Staff Activity  
Plans and Costs**

**Appendix A: Maps**



## EL ECUADOR

El Ecuador es un país en forma de triángulo, situado en la mitad del mundo, al Noroeste de América del Sur. Limita al Norte con Colombia, al Sur y al Este con Perú y al Oeste con el Océano Pacífico.

La posición astronómica está determinada así:

Al norte por la desembocadura del río Mataje a  $1^{\circ}27'$  de Latitud Norte y  $78^{\circ}52'25''$  de Longitud Occidental.

Al sur la confluencia del río San Francisco con el Chinchipe, afluente del Amazonas a  $5^{\circ}01'$  latitud Sur y  $79^{\circ}01'$ , longitud Occidental.

El punto Oriental es la confluencia del Aguarico con el Napo a  $0^{\circ}57'56''$  latitud Sur y  $75^{\circ}11'49''$  longitud Occidental. El punto más Occidental en la Puntilla de Santa Elena a  $2^{\circ}11'$  latitud Sur y  $81^{\circ}1'$  longitud Occidental.

### HISTORIA DEL NOMBRE ECUADOR

Casi durante tres siglos nuestro territorio fue conocido con el nombre de Gobernación de Quito, Presidencia y Real Audiencia de Quito, por Cédula Real del Rey Felipe II del 29 de Agosto de 1563; con una superficie que comprendía de Buenaventura a Tumbes, de Popayán al sur de Jaén y de la Costa de Santa Elena al Brasil. Posteriormente pasa a ser parte de la Gran Colombia, como Distrito de

Quito dividido en los Departamentos de Ecuador, Guayaquil y Azuay o Departamentos del Sur.

### LA COMISION GEODESICA

Mucho tiempo venían discutiendo los sabios acerca de la verdadera forma de la Tierra, la que con mayor empeño trataba de resolver este problema era la Academia de Ciencias de París. Después de haber realizado en Europa algunos estudios resolvió enviar comisiones científicas al territorio de la Presidencia y Real Audiencia de Quito y a las regiones polares del norte, para que en las dos partes se midieran arcos de meridiano de algunos grados.

El Rey de España concedió el permiso y la expedición viajó a la Presidencia de Quito integrada por los Académicos Luis Godín, Pedro Bourguer, Carlos María de La Condamine, el botánico José Jussieu, un cirujano Juan Seniergues; cinco ayudantes, cuatro domésticos y dos oficiales españoles: Jorge Juan de Santacilia y Antonio Ulloa.

Hicieron su arribo a Quito en el año 1736. Durante el tiempo de su permanencia y en sus relaciones con Europa se referían a "las tierras de Ecuador", sustituyendo por el del nombre de Presidencia de Quito.

En el año 1830 se produjo la disolución de la Gran Colombia, se forma la República Independiente del Ecuador, sacrificando así la trayectoria histórica del nombre de Quito.

## PROVINCIA DE LOS RIOS

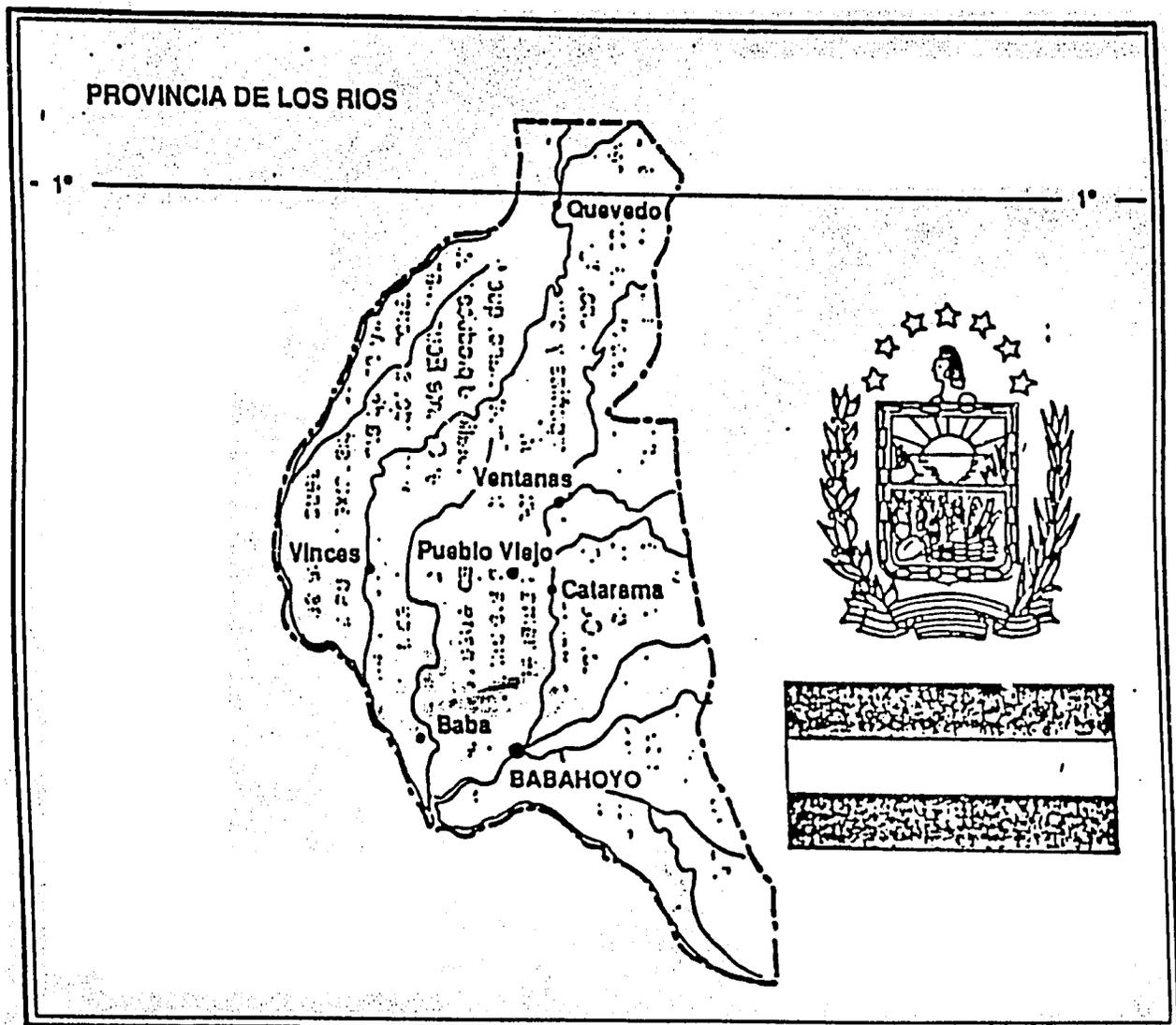
Fue creada el 6 de Octubre de 1860. Capital de Provincia BABAHOYO.

**CANTONES:** BABAHOYO. Ciudad que se levanta a orillas del río de su mismo nombre es un puerto fluvial de mucha actividad ya que está rodeada de extensos cultivos de café, cacao, banano y otros que atienden al consumo interno y también a la exportación.

**Parroquias Urbanas:** Clemente Baquerizo y Dr. Camilo Ponce Enriquez.

BABA, PUEBLO VIEJO, QUEVEDO, URDANETA, VENTANAS, VINCES, MONTALVO, Y PALENQUE, son cantones de la provincia.

Totales : Cantones 9. Parroquias Urbanas 12. Parroquias Rurales 17.



**Appendix B: Letters of Solicitation and Support**



MINISTERIO DE SALUD PUBLICA

DESPACHO DEL MINISTRO

Fax: 569786  
Télex: 22677 MINSAL ED  
Teléfonos: 529163 528745

Of. No. 91-EM.

Quito,

de

19

Mrs.  
Ellen Rothstein  
ROTARY INTERNATIONAL FOUNDATION  
Evanston, Illinois  
USA

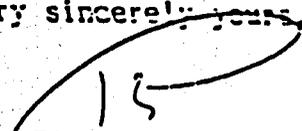
Dear Mrs. Rothstein:

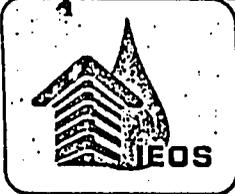
The Ministry of Public Health of Ecuador is aware that the Rotary Club Quito Valle Interoceanico and the Rotary International District 4400 are sponsoring and Special Grant's application in order to work with CARE Ecuador to obtain US\$ 50.000,00 for a laetrinization program. They are also applying for a 3/H Grant for a more ambitious laetrinization project in the province of Chimborazo. These programs are considered as an extension of the Deworming Campaign that the Ministry of Public Health of Ecuador is conducting with the help of the Rotary Clubs. These projects have the co/sponsorship of R.I. District 6920, and will allow to contribute also with the campaign against cholera, a deadly epidemic our country is facing these days.

The Ministry of Public Health of Ecuador fully supports these initiatives and hopes that they will receive the appropriate attention from the Rotary International Foundation.

I want to take this opportunity to thank the Rotary International Foundation for the continuing support for our health programs in Ecuador, especially for the Polio Plus Program, which has been a great success.

Very sincerely yours,

  
Dr. Plutarco Naranjo,  
MINISTRY OF PUBLIC HEALTH



1271

31 MAY 1991

MINISTERIO DE SALUD PUBLICA  
INSTITUTO ECUATORIANO DE OBRAS SANITARIAS

0000433 SR-SS-91

Quito, 30 MAYO 1991

Señor  
Ronald Burkard  
DIRECTOR DE CARE EN ECUADOR  
Quito.

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De mi consideración:

En relación a la propuesta presentada por CARE - ECUADOR en la que se refiere a un programa total de letrinización a fin de prevenir la enfermedad de el Cólera en el área rural de las provincias de Los Ríos y Chimborazo debo manifestarle lo siguiente:

- 1.- La iniciativa de CARE es muy plausible y mucho más si esta Institución colabora con materiales y otras actividades como una " Campaña de Educación Masiva " a todo nivel en aspectos de Saneamiento e Higiene personal.
- 2.- Con el propósito de conocer las condiciones Sanitarias de las provincias de Los Ríos y Chimborazo pongo a consideración las coberturas estimadas que se refiere a Alcantarillado y Letrinización tanto en el área urbana como rural, según datos provisionales del Censo de 1990.

PROVINCIA DE LOS RIOS

	POBLACION	ALCANTARILLADO ( Habitantes )	LETRINIZACION	DEFICIT
Urbano	201.999	57.974	34.946	109.079
Rural	328.845	9.208	73.990	245.647
Total	530.844	67.182	108.936	354.726



MINISTERIO DE SALUD PUBLICA  
INSTITUTO ECUATORIANO DE OBRAS SANITARIAS

...2...

De acuerdo a los datos se puede deducir que 245.647 personas del área rural no disponen de un adecuado sistema de eliminación de excretas, si a esta cantidad sumamos el 20% de población urbano marginal sin atención tendríamos un gran total de 267.463 habitantes y considerando que cada familia tiene un promedio de 7 personas, se requieren 38.209 letrinas sanitarias que deben instalarse en las comunidades previa a una verificación en el terreno.

PROVINCIA DE CHIMBORAZO

	POBLACION	ALCANTARILLADO ( Habitantes )	LETRINIZACION	DEFICIT
Urbano	117.823	78.235	2.003	37.585
Rural	242.777	54.139	44.428	144.210
Total	360.600	132.374	46.431	181.795

Efectuando el mismo análisis que se lo aplicó para la provincia de Los Ríos, se llega a determinar que existe un déficit de 30.345 letrinas sanitarias, tomando en consideración que cada familia tiene un promedio de 5 personas.

- 3.- CARE, según su propuesta indica que donará una tercera parte del costo de la letrina; es decir: el bacinete, tubo y codo; pero de acuerdo a la baja situación económica de las poblaciones hace muy difícil cubrir con las dos terceras partes del costo total de la letrina; por lo que se sugiere también la donación de los materiales para la construcción de las casetas siendo éstos: bloque, cemento y árdex.
- 4.- El IEOS mediante las Direcciones Provinciales está dispuesto a colaborar con la asistencia técnica de sus Ingenieros Sanitarios y personal de apoyo. Además está listo a coordinar acciones tanto con el Ministerio de Salud y otras Instituciones que se encuentren trabajando-



MINISTERIO DE SALUD PUBLICA  
INSTITUTO ECUATORIANO DE OBRAS SANITARIAS

para mejorar las condiciones sanitarias de las Provincias  
mencionadas.

Atentamente,

Ing. Marco Morillo  
SUBSECRETARIO DE SANEAMIENTO  
AMBIENTAL Y OBRAS SANITARIAS.



MINISTERIO DE SALUD PUBLICA  
INSTITUTO ECUATORIANO DE OBRAS SANITARIAS  
BABAHoyo - ECUADOR

10 MAY 1991

1220 OF # 0152 DP.IEOS.LR

9 de mayo de 1991

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FIN

Sr.  
Ronald Burkard  
DIRECTOR DE CARE-ECUADOR  
Quito.-

De mi consideración:

Como es de conocimiento público, el País está viviendo una etapa crítica por la epidemia del Cólera. La Provincia de Los Ríos tiene - los más altos porcentajes de Cólera y, ésto se debe a la falta de infraestructura sanitaria.

Estamos desesperados para dar solución a ésto, por lo que pedimos a Ud. de la manera mas comedida, se nos busque los medios necesarios para proporcionar a la comunidad riosense un programa integral de letrinización.

Seguros de su cordial aceptación expreso a Ud. mis sentimientos de consideración y estima.

Atentamente,



*Rubén Jaramillo García*  
Ing. Rubén Jaramillo García  
DIRECTOR PROV. IEOS LOS RIOS

RJG/ea  
cc.arch.



República del Ecuador  
MINISTERIO DE SALUD PUBLICA

1217

Provincia de Salud de Los Ríos

Oficio No. 028-DPSLR-91

Bolívar S/N - Telfs. 730169 - 730093

BABAHOYO - ECUADOR

Babaloyo, Mayo 8 de 1991

cción:

110 MAY 1991

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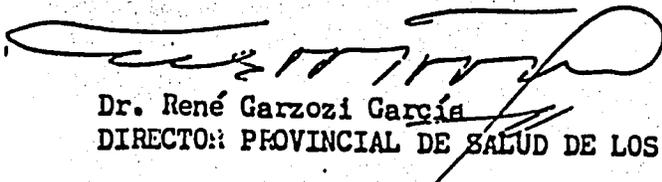
Sr.  
Ronald Burcakld  
JEFE NACIONAL DE CARE  
Presente.-

De mis consideraciones:

Como es de su conocimiento Nacional nuestra Provincia se encuentra en emergencia sanitaria dada la epidemia del Cólera, a lo cual estamos ejecutando acciones tanto técnicas como de educación para tratar de controlar el avance de este mal. Nuestra Provincia no posee una infraestructura sanitaria básicamente a nivel rural, lo cual hace una causa importante para la transmisión de enfermedades y principalmente el Cólera. Como su Institución está coordinando acciones desde hace más o menos 4 años y que ha beneficiado de una manera invalorable y positiva, solicito a Ud. de la manera más comedida se digne ampliar y enfatizar más en el apoyo financiero para un Programa a nivel Provincial sobre Letrinización y Dotación de agua segura, lo cual mitigará el quebrantamiento de la salud de nuestra población que muy positivo ha visto hasta hoy la presencia y apoyo dado por su Institución.

Haciendo ruegos para que esta petición sea atendida favorablemente, me suscribo de Ud.

Atentamente,



Dr. René Garzozi García  
DIRECTOR PROVINCIAL DE SALUD DE LOS RIOS

c.c. Chris Roussel.

COLERA

PRIORIDADES POR CANTONES. INCIDENCIA MES PERSONA x 1000

CANTON	POBLACION	TASA x 1000	PROVINCIA
Antonio Ante	28,411	8.6 <i>BM</i>	Imbabura
Otavalo	65,151	8.5 <i>BM</i>	Imbabura
Cayambe	46,530	7.7	Pichincha
Urcuqui	13,690	6.8 <i>BM</i>	Imbabura
Esmeraldas	172,649	6.3	Esmeraldas
Eloy Alfaro	27,509	6.2	Esmeraldas
Muisne	22,554	6.1	Esmeraldas
Mejía	45,452	5.9	Pichincha
Ricaurte ( <i>Urdaneta</i> )	17,166	5.6 <i>USAID</i>	Los Ríos <i>*2</i>
Saquisilí	15,551	5.5	Cotopaxi
Paján	45,849	5.02	Manabí
Babahoyo	106,326	4.2 <i>USAID</i>	Los Ríos <i>*2</i>
Cotacachi	33,271	4.2	Imbabura
El Guabo	29,454	3.8	El Oro
Machala	159,083	3.7	El Oro
Salcedo	54,944	3.3	Cotopaxi
Ibarra	117,221	3.2	Imbabura
Riobamba	160,433	3.2	Cotopaxi
La Troncal	32,600	2.9	Cañar
San Lorenzo	21,872	2.8	Esmeraldas
Colta	48,043	2.6 <i>BM</i>	Chimborazo
Vinces	54,517	1.9 <i>?</i>	Los Ríos <i>S. 54</i>
Baba	29,349	1.8 <i>?</i>	Los Ríos <i>S. 14</i>
Ventanas	59,972	1.5	Los Ríos
Balzar	44,288	1.5	Guayas
Daule	93,984	1.5	Guayas
<i>Guano (Puyo de)</i>			

Fuente: Dirección Nacional de Epidemiología

Elaborado: PPF - BANCO MUNDIAL

**Appendix G: Knowledge and Practice Measures**

HIGIENE:

-OBJETIVOS:

LAVARSE LAS MANOS CON AGUA Y JABON. ACE, O CENIZA ANTES DE PREPARAR LOS ALIMENTOS, COMER Y DESPUES DE USAR EL BAÑO.

UTILIZAR LA LETRINA. NO A CAMPO ABIERTO Y SI LO HACE ENTERRAR SUS HECES.

ECHAR LAS HECES DE NIÑOS POR LA LETRINA O ENTERRARLAS.

PROTEGER LOS ALIMENTOS DE LA CONTAMINACION DESPUES DE COCINARLOS.

HERVIR Y ENFRIAR O TRATAR CON CLORO EL AGUA ANTES DE TOMARLA.

QUEMAR, ENTERRAR, O PONER EN UNA ABONERA LOS DESPERDICIOS DOMESTICOS.

**PRUEBAS:**

1. DE UNA FRUTA O PEDAZO DE PAN A LA MADRE PARA EL NIÑO. OBSERVE SI LAVA LAS MANOS DEL NIÑO CON JABON, CENIZA, O ACE ANTES DE DARSELO. SI NO
2. OBSERVE SI LA FAMILIA TIENE UN LUGAR ADECUADO PARA LAVARSE LAS MANOS CON AGUA Y JABON. ACE, O CENIZA SI NO
3. OBSERVE SI TIENEN LETRINA O NO. SI NO
4. OBSERVE SI LA LETRINA HA SIDO UTILIZADA RECIEN O NO. SI NO
5. PREGUNTE A LA MADRE, "QUIEN UTILIZA LA LETRINA? CUAN A MENUDO?" CALIFICA TODOS POR LO COMUN O NO: SI NO
6. PREGUNTE A LA MADRE, "QUE HACE EN CUANTO A LAS HECES DE LAS NIÑOS?" SI LAS VOTA O LAS DEPOSITA EN EL SANITARIO SI NO
7. OBSERVE COMO ESTAN PROTEGIDOS LOS ALIMENTOS Y COMO ESTAN LIMPIOS LOS TRASTOS Y CUBIERTOS. ES HIGIENICO O NO? SI NO
8. OBSERVE SI HAY DESPERDICIOS DE ALIMENTOS REGADOS EN LOS ALREDEDORES DE LA CASA. SI NO
9. PREGUNTE A LA MADRE "QUE HACE CON LOS DESPERDICIOS DE LOS ALIMENTOS?" ES EL RECOMENDABLE O NO? SI NO
10. OBSERVE SI EL AGUA HA SIDO HERVIDA O CLORADA. SI NO

SUME LAS RESPUESTAS SI:

\_\_\_/10=\_\_\_%REHIDRATAACION

**OBJETIVOS:**

DAR LIQUIDO AL PACIENTE TAN PRONTO LE DE DIARREA, NO IMPORTA SI SEA SUCIO, LIMPIO, COLA, O SUERO.

CON NIÑOS LACTANDO, SEGUIR DANDO EL SENO CUANDO HAYA DIARREA.

SOLAMENTE DE SENO A NIÑOS MENORES QUE SEIS MESES.

PREPARAR Y TOMAR SUERO TAN PRONTO QUE SE PUEDA CUANDO LE DA DIARREA (8 CUCHARADITAS DE AZUCAR, 1 DE SAL AL RAZ O UN SOBRE DE REHIDRATAACION EN UN LITRO DE AGUA).

Sección:

Asunto:

CONVENIO ENTRE LA DIRECCION DE SALUD DE LOS RIOS Y CARE INTERNATIONAL

ANTECEDENTES:

1.- Existe actualmente un Convenio entre el Ministerio de Salud y CARE International mediante el cual se ejecuta actividades de Atención Primaria de Salud en la Provincia de Los Ríos, y que está actualmente en vigencia.

2.- La Provincia de Los Ríos en la actualidad mantiene una incidencia notable de casos de Cólera por la deficiente infraestructura de servicios básicos de Saneamiento Ambiental especialmente en las comunidades urbano-marginales y rurales de los Cantones: Baba, Babahoyo y Urdaneta.

Por lo que se hace necesario incrementar más actividades de Fomento y Protección e infraestructura de Saneamiento Ambiental que se lo logrará a través de actividades previstas en este Convenio.

Por una parte el Dr. René Garzozi García en su calidad de Director Provincial de Salud de Los Ríos y por otra parte el Señor Ronald Burckald en su calidad de Director Nacional de CARE International convienen en celebrar el presente Convenio bajo las siguientes cláusulas de compromiso:

PRIMERA: CARE proveerá de 15.000 letrinas, 15.000 tubos de 3 metros x 4" y algunos materiales de construcción.

Dotará de 15 equipos de trabajo compuestos por un Promotor de Salud y un Al - bañil, 15 motocicletas.

La Dirección de Salud se compromete a disponer de un Educador Para la Salud - (Lcdo. Germán Luna Echeverría), 3 Inspectores de Salud, uno por Cantón (Vic - tor Torres, Francisco Burgos y Bolívar Cortéz), además de la participación de todos los Funcionarios y Trabajadores de las diferentes Unidades de Salud - ubicados en los 3 Cantones objeto de este Convenio.

SEGUNDA: Tiempo de Duración: El presente Convenio tendrá la duración de un - año calendario a partir del 1 de Septiembre del presente año.

Para constancia y veracidad de este Convenio firman en unidad de acto los - Señores Dr. René Garzozi G. y Sr. Ronald Burckald, a los siete días del mes -

agosto de mil novecientos noventa y uno.



Dr. René Garzozi García  
DIRECTOR PROVINCIAL DE SALUD DE LOS RIOS

Sr. Ronald Burckald  
DIRECTOR CARE INTERNATIONAL

CASOS DE COLERA POR DIA Y POR CANTONES

DE LA PROVINCIA DE LOS RIOS 1.991

6 de Agosto de 1.991

CANTONES	CASOS POR DIA	TOTAL DE CASOS	TASA DE ATAQUE POR 1000.	COMPLETADOS LABORATORIO
BARAHYO	-	1264	10.23	
QUEVEDO	2	793	3.42	
BABA	-	151	4.78	
PUEBLOVIEJO	-	95	3.92	
URDANETA	-	270	11.31	
VENTANAS	-	257	3.66	
VINCES	-	302	3.68	
MONTALVO	-	37	1.93	
TOTAL	2	3169	5.22	

**Appendix C: Key Messages**

¡CUIDESE DEL COLERA!

USTED PUEDE EVITARLO

El cólera es una enfermedad propia del hombre, que se transmite, a través de aguas contaminadas y alimentos mal cocinados. Se caracteriza por deposiciones líquidas de comienzo brusco, continuas y en abundante cantidad con o sin vómitos que pueden ocasionar la muerte por deshidratación (falta de agua) en pocas horas si los afectados no reciben tratamiento adecuado y oportuno.

¿COMO EVITAR EL COLERA? SIGUIENDO NORMAS BASICAS DE HIGIENE:

1. Hervir el agua de bebida o desinfectarla siempre que sea posible con cloro, yodo o permanganato.

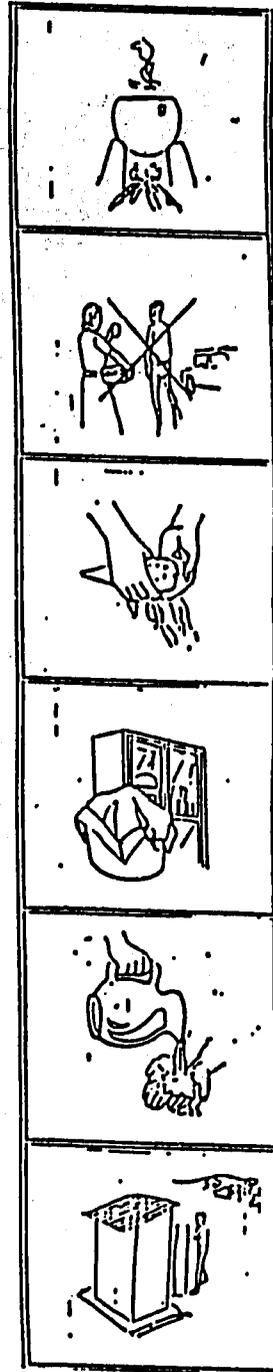
2. Consuma alimentos bien cocinados o fritos, evitando aquellos que se encuentran en las calles.

3. Lave las verduras, legumbres y frutas que se consuman crudas con soluciones desinfectantes (yodo, permanganato, detergentes).

4. Mantenga el agua y los alimentos protegidos de insectos (especialmente moscas) y roedores.

5. Lavese las manos con abundante agua y jabón, detergente o ceniza antes de cocinar; comer y después de usar el servicio higiénico.

6. Evite la defecación al aire libre, utilice la letrina; sino, cave un hueco, deposite las heces y tapelas con tierra.

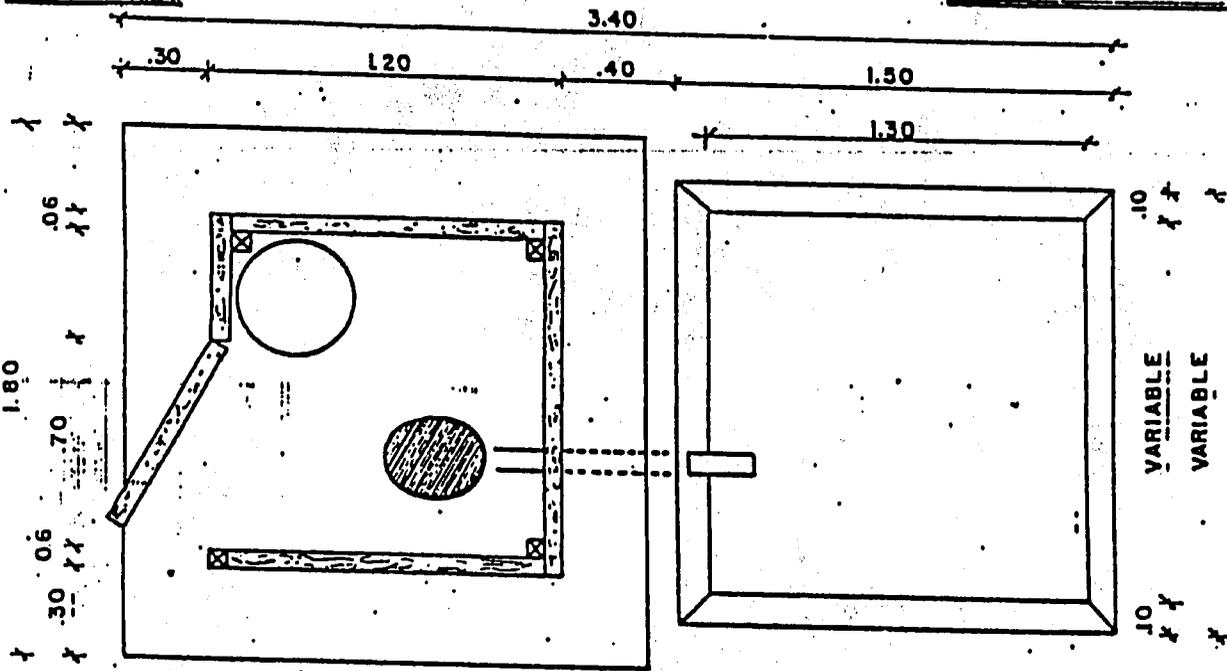


**Appendix D: Latrine Designs**

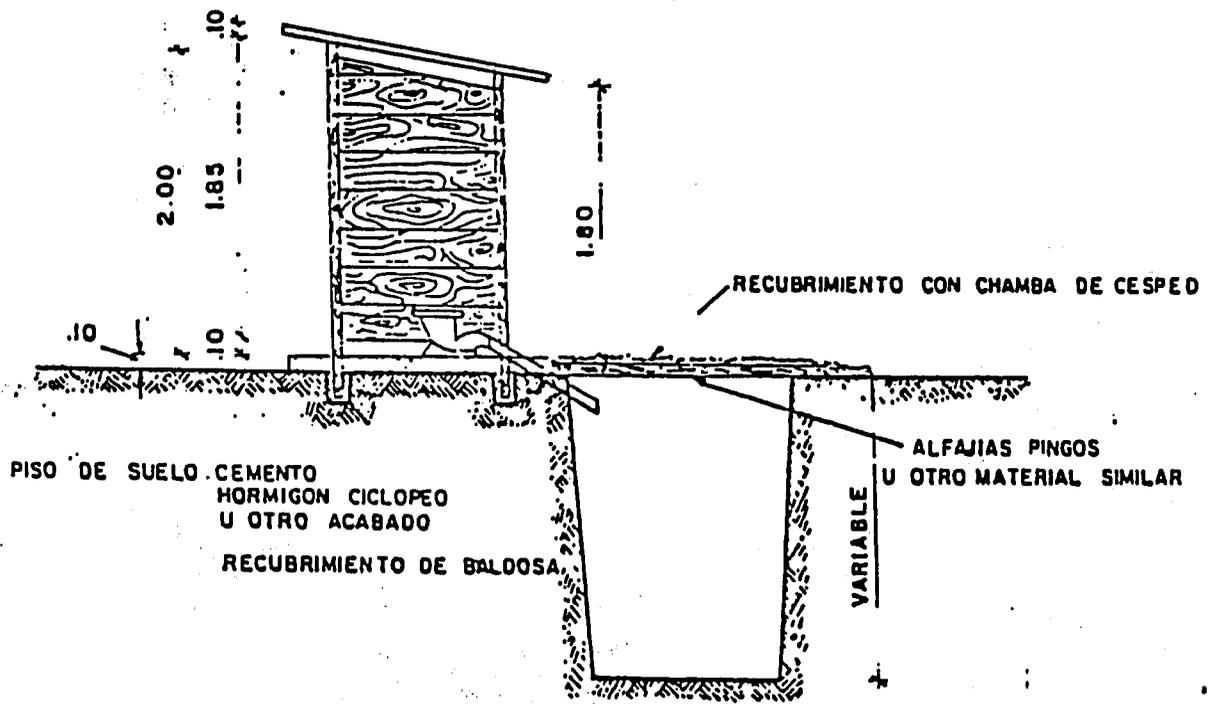


IEOS  
Quito - Ecuador

H-10	Area	200	04	200
	Preparado			
	Verificado			
	Fecha			



PLANTA  
ESCALA 1:25



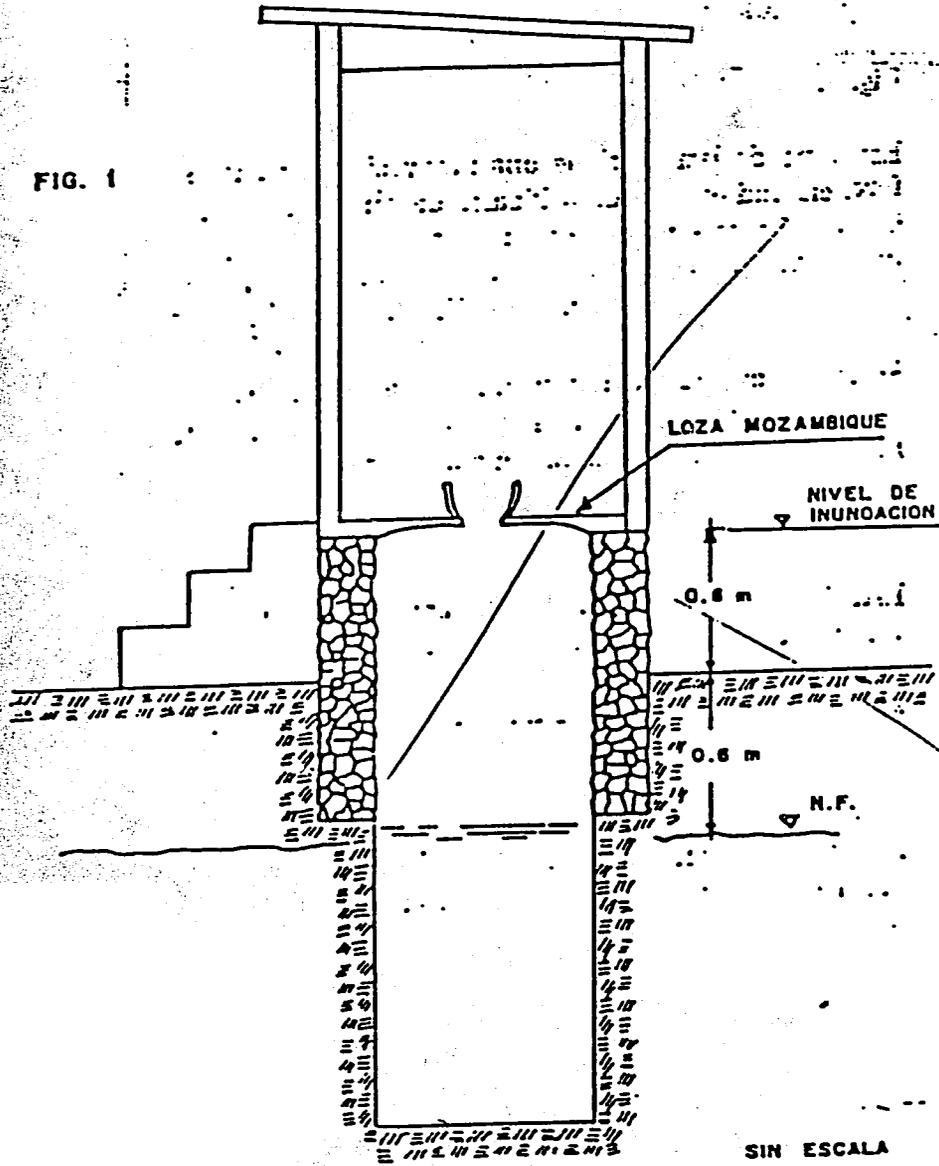
CORTE GENERAL  
ESCALA 1:50

Best Available Copy

INSTITUTO ECUATORIANO DE OBRAS SANITARIAS				
SECCION SISTEMAS RURALES				
PROVINCIA:		CANTON:		
PARROQUIA				
SANITARIO CAMPESINO				
FECHA	ESCALA	PROYECTO	DIBUJO	REVISADO
08/79	1:50			

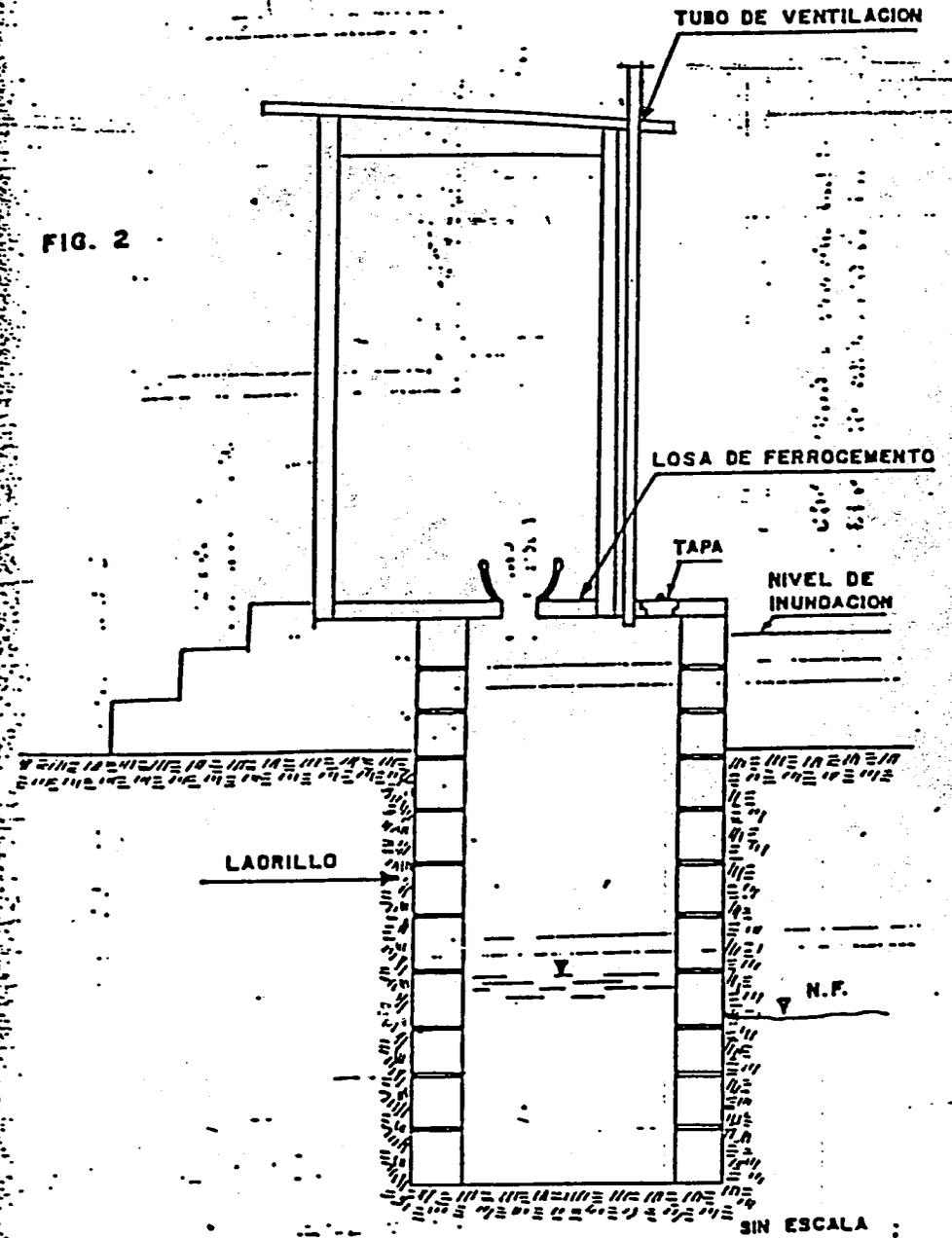
LETRINA DE POZ

FIG. 1



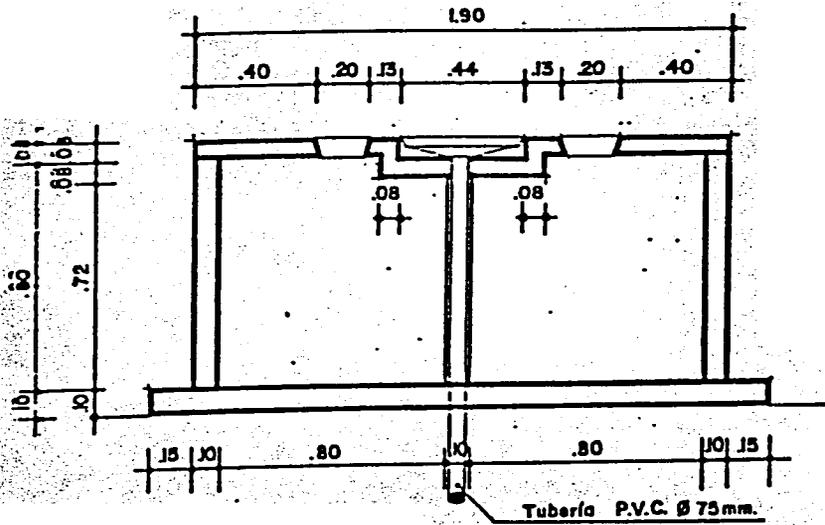
INSTALACION SANITARIA TIPO 1-A

FIG. 2

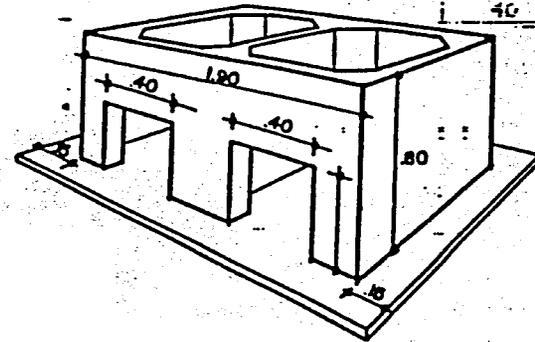
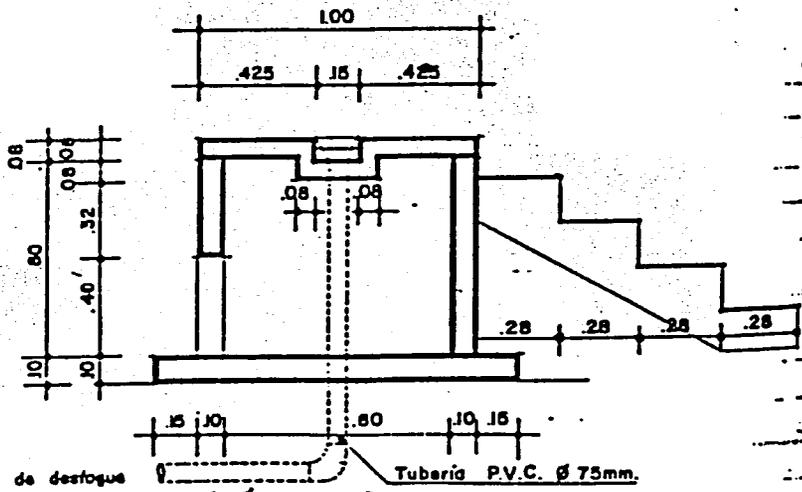


INSTALACION SANITARIA TIPO 1-B

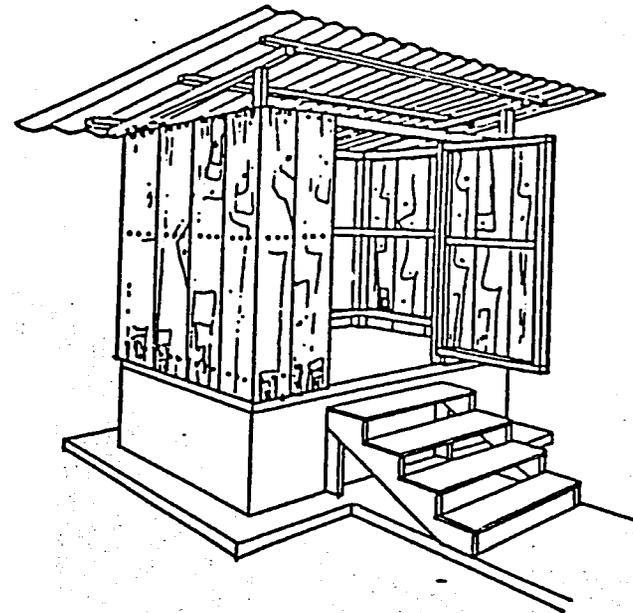
CORTE A—A'



CORTE B—B'



PERSPECTIVA DEL CAJON



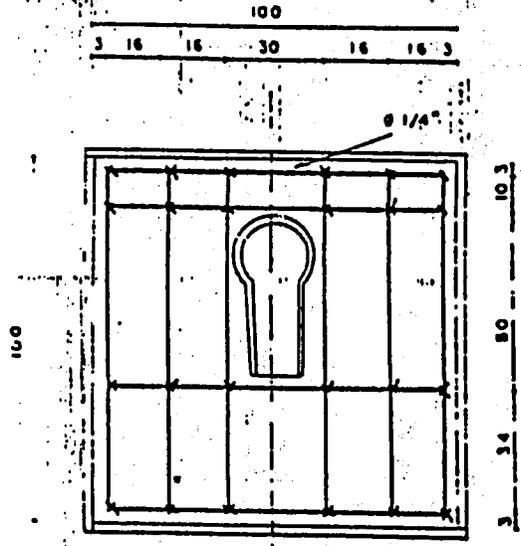
PERSPECTIVA GENERAL



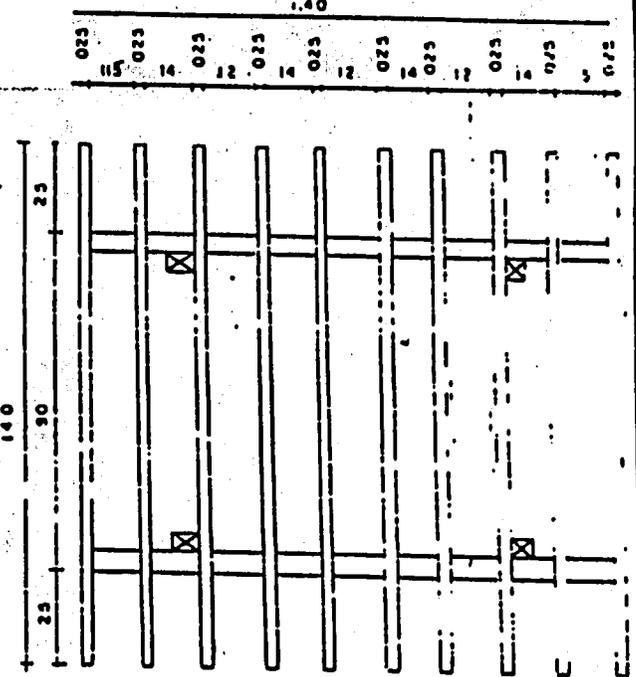
**IEOS**  
Quito - Ecuador

H-11

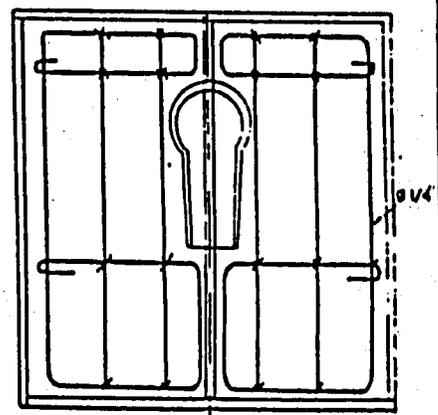
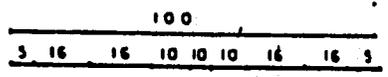
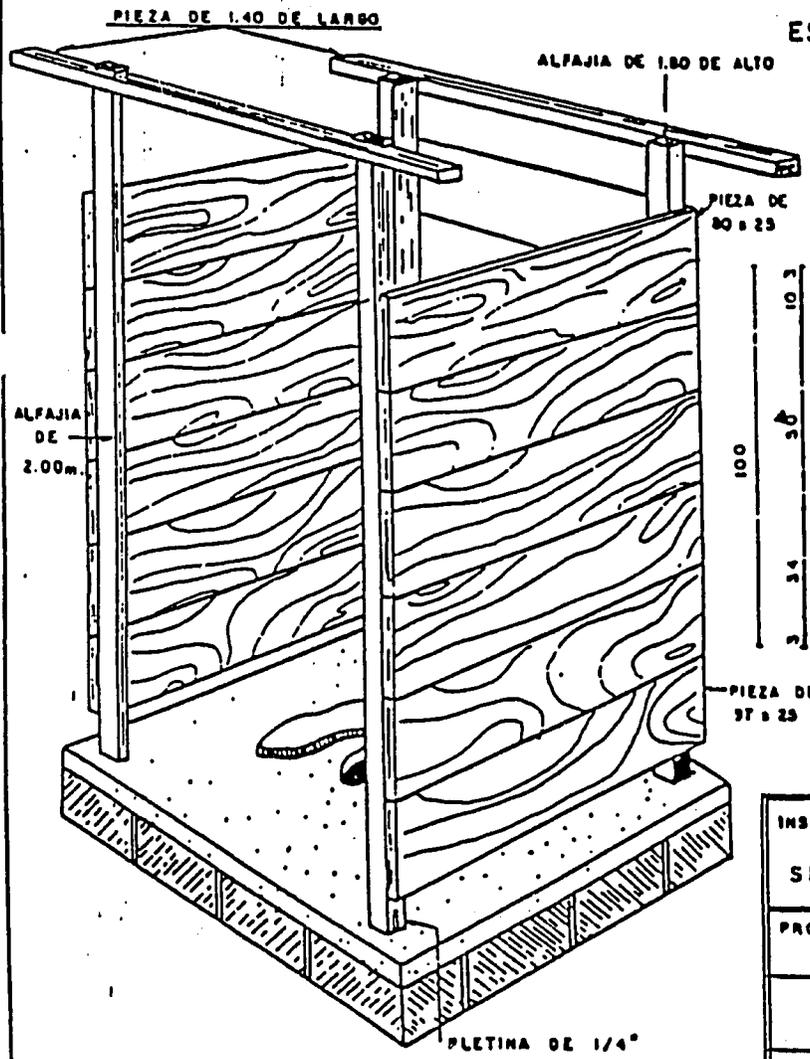
Anexo: 000 00 page:  
Prepared:  
Verificadas:  
Fecha:



**ARMADO DE LA LOSA**  
ESC: 1:20



**PLANTA DE CUBIERTA**  
ESC: 1:20



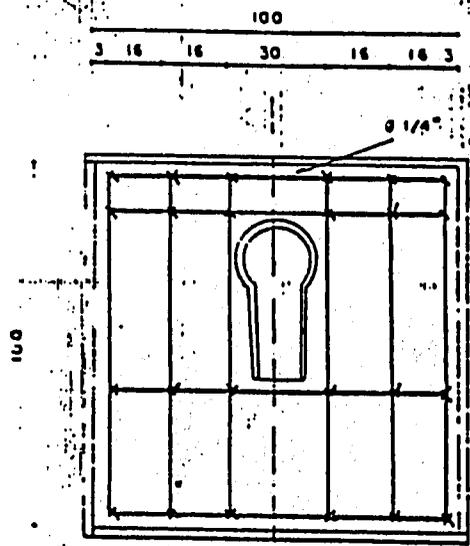
**ARMADO DE LA LOSA ESCALA**  
ESC: 1:20

INSTITUTO ECUATORIANO DE OBRAS SANITARIAS				
SECCION SISTEMAS RURALES				
PROVINCIA:		CANTON:		
PARROQUIA				
LETRINA SANITARIA				
FECHA	ESCALA	PROYECTO	DIBUJO	REVISADO
Oct/74		IEOS		

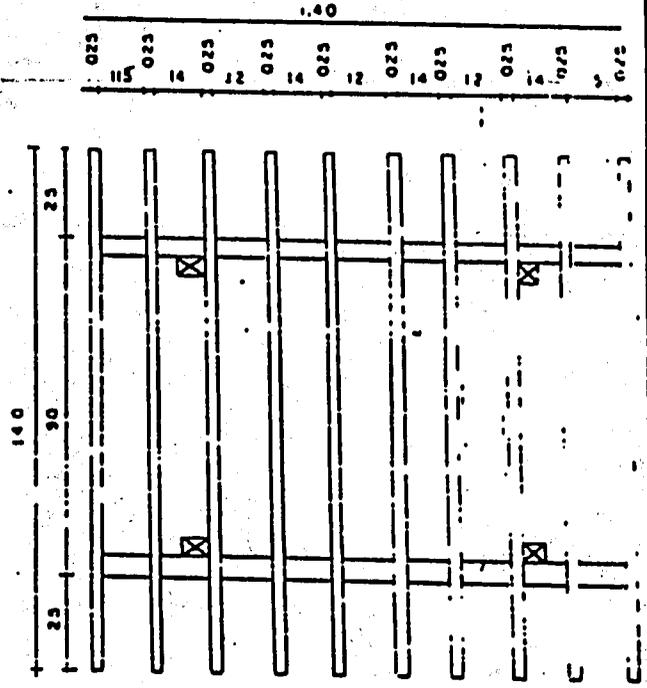


I E O S  
Quito - Ecuador

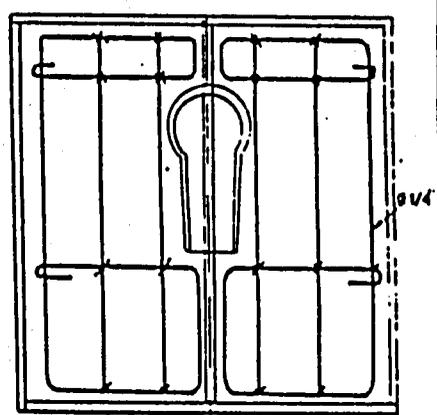
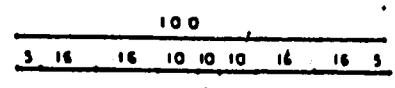
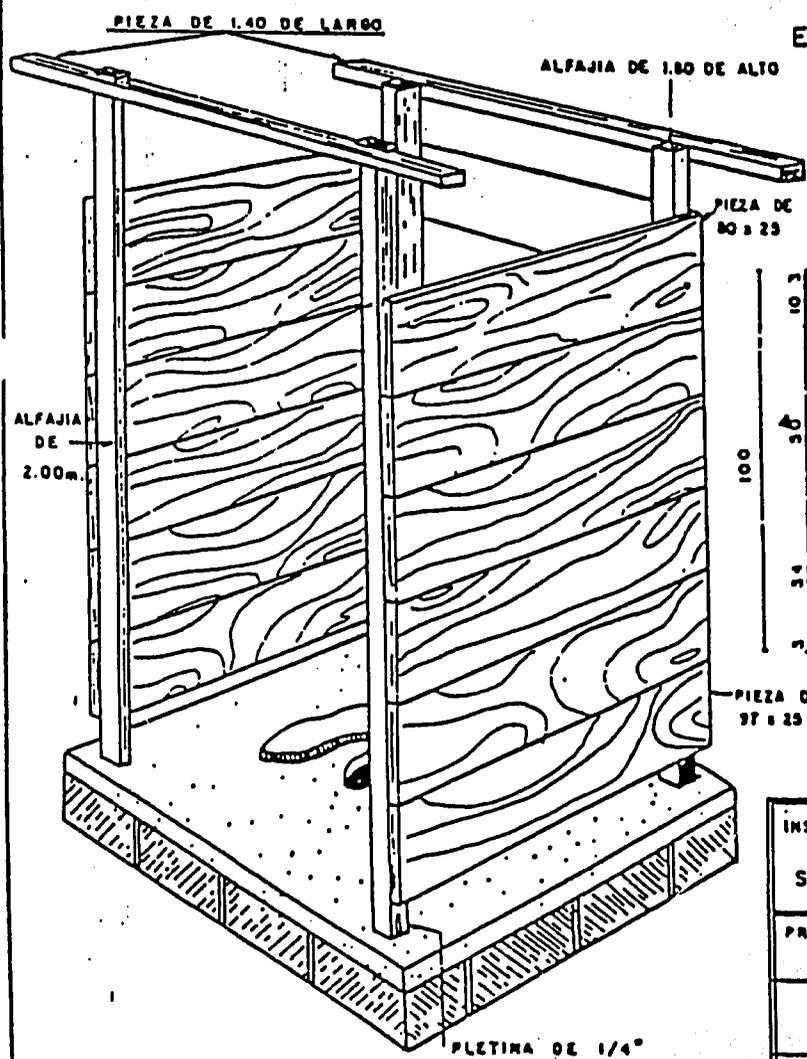
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	Preparado			
	Verificado			
	Fecha			



ARMADO DE LA LOSA  
ESC: 1:20



PLANTA DE CUBIERTA  
ESC: 1:20



ARMADO DE LA LOSA  
ESCALA 1:20

INSTITUTO ECUATORIANO DE OBRAS SANITARIAS				
SECCION SISTEMAS RURALES				
PROVINCIA:		CANTON'		
PARROQUIA				
LETRINA SANITARIA				
FECHA	ESCALA	PROYECTO	DIBUJO	REVISADO
Oct / 74		I E O S		

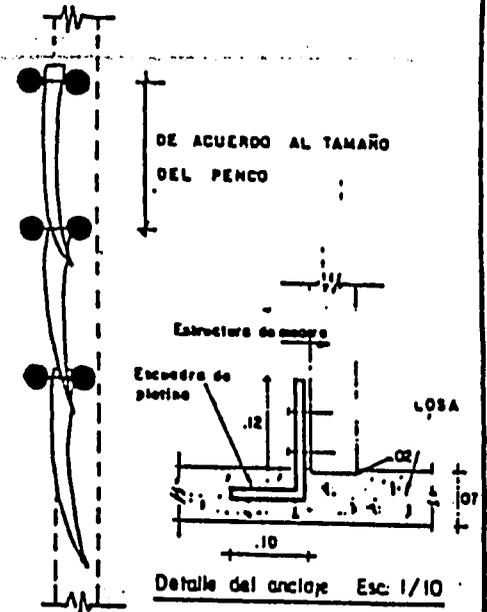
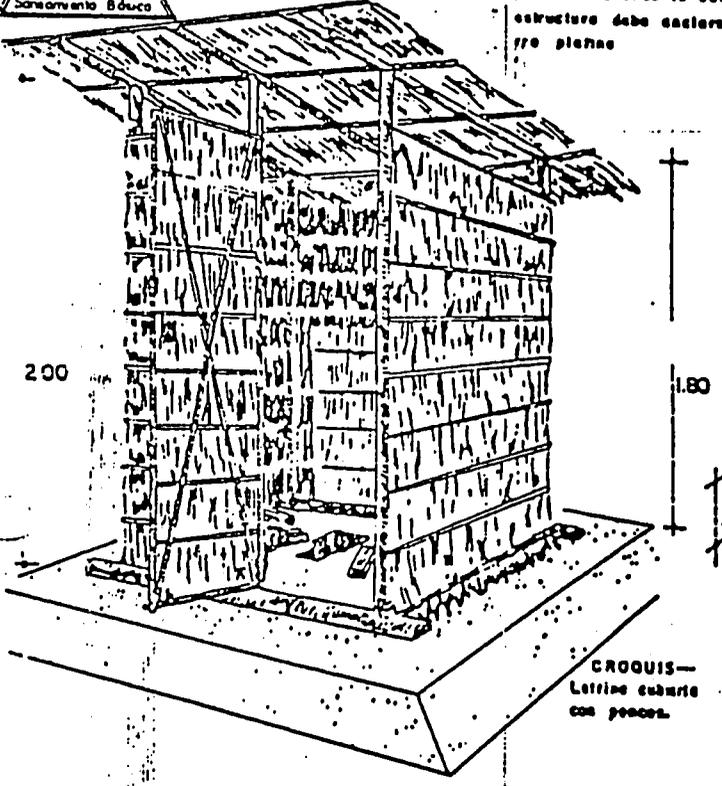


**IEOS**  
Quito - Ecuador

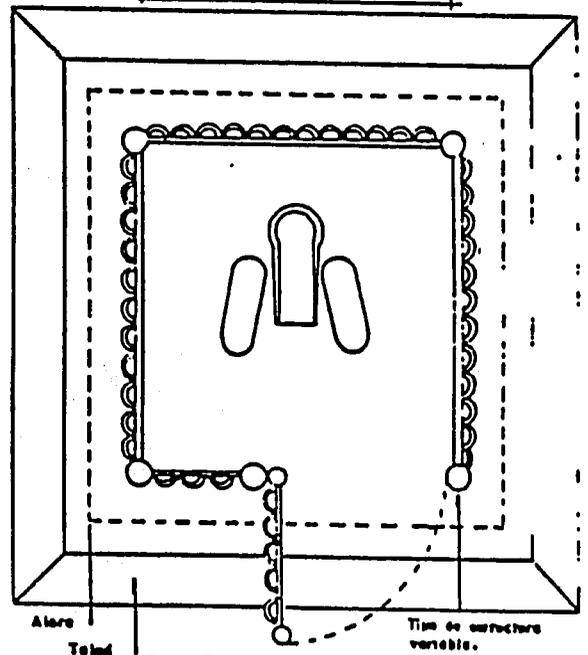
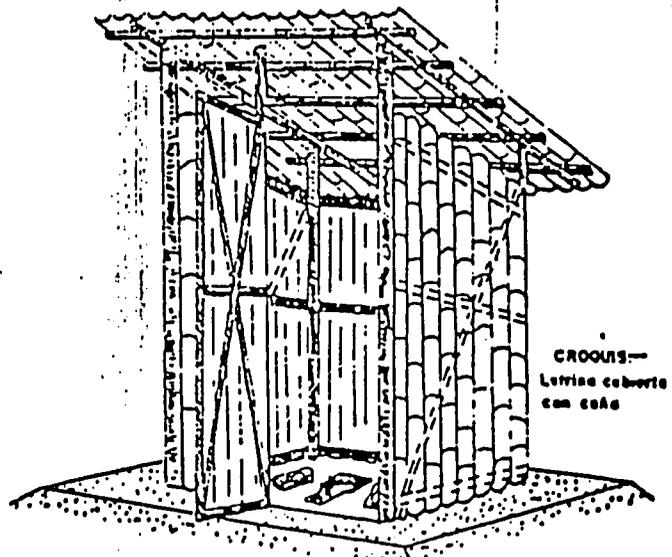
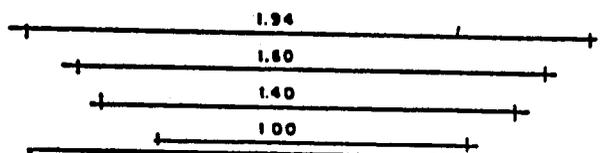
H-12

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Preparado  
Verificado  
Fecha . . .

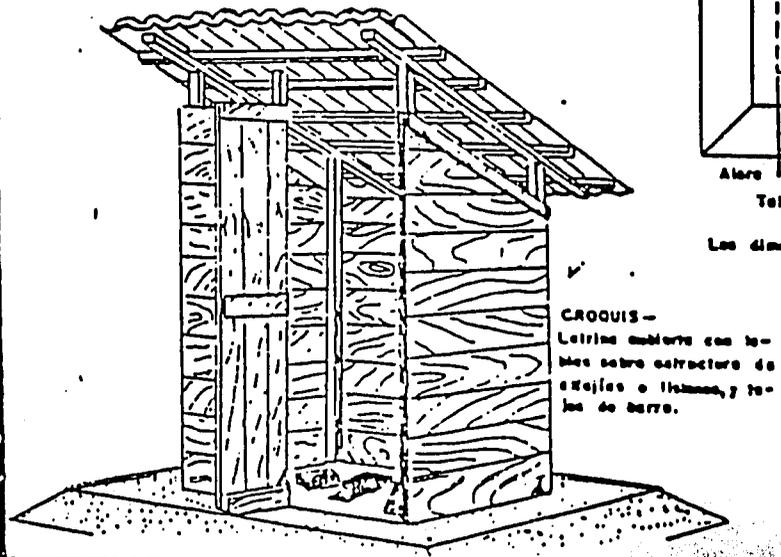
NOTA.- Cuando la base sea de concreto la estructura debe anclarse con escuadra de hierro plana



Corte Ifoco— Forma de colocación de pncos con clave o llavedera de cobayo.



Las dimensiones iguales en ambos sentidos



INSTITUTO ECUATORIANO DE OBRAS SANITARIAS				
SECCION SISTEMAS RURALES				
PROVINCIA:		CANTON:		
PARROQUIA:				
LETRINA SANITARIA				
FECHA	ESCALA	PROYECTO	DIBUJO	REVISADO
01/74	1:10	I. E. O. S.		

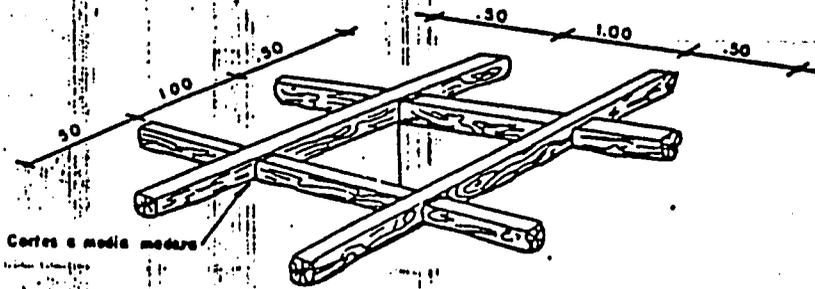


**IEOS**  
Quito-Ecuador

H-13

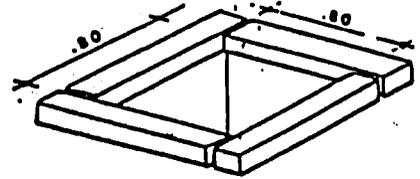
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**TIPOS DE BROCALES**

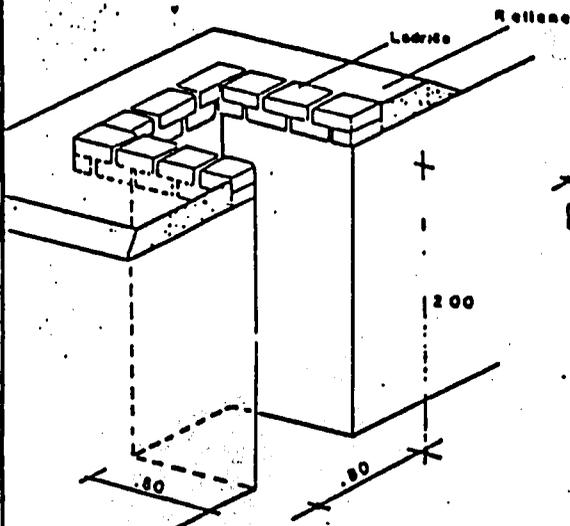


Cortes a media madera

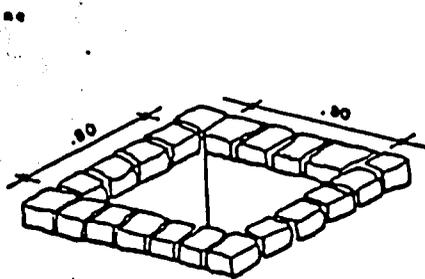
**TIP0-1-**  
De madera con corte a media madera



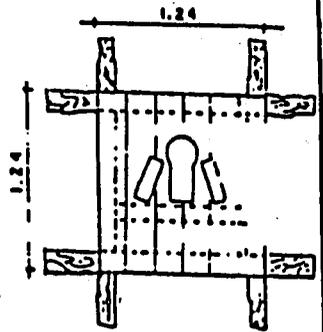
**TIP0-2-**  
De hormigón simple



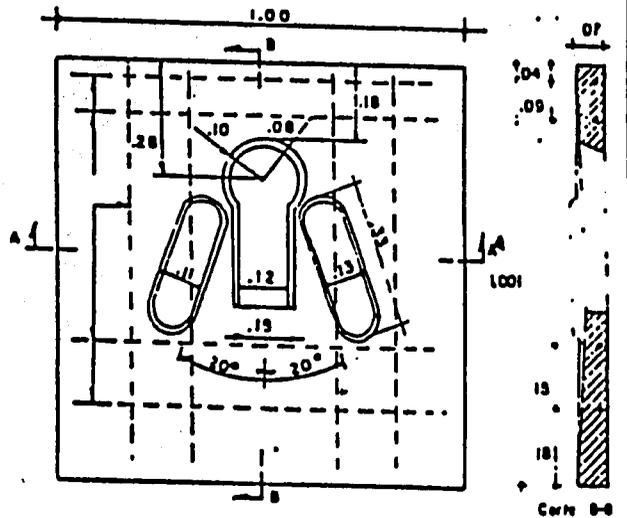
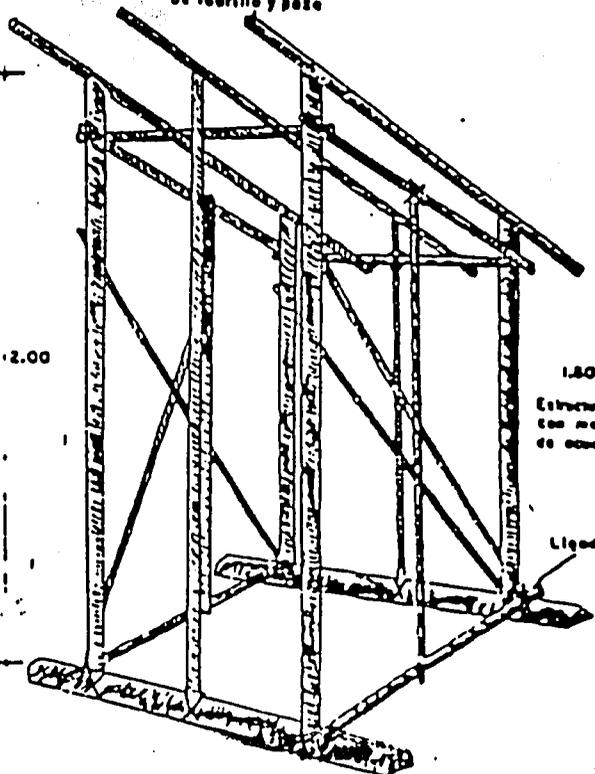
**TIP0-4-**  
De ladrillo y pisa



**TIP0-3-**  
De piedra



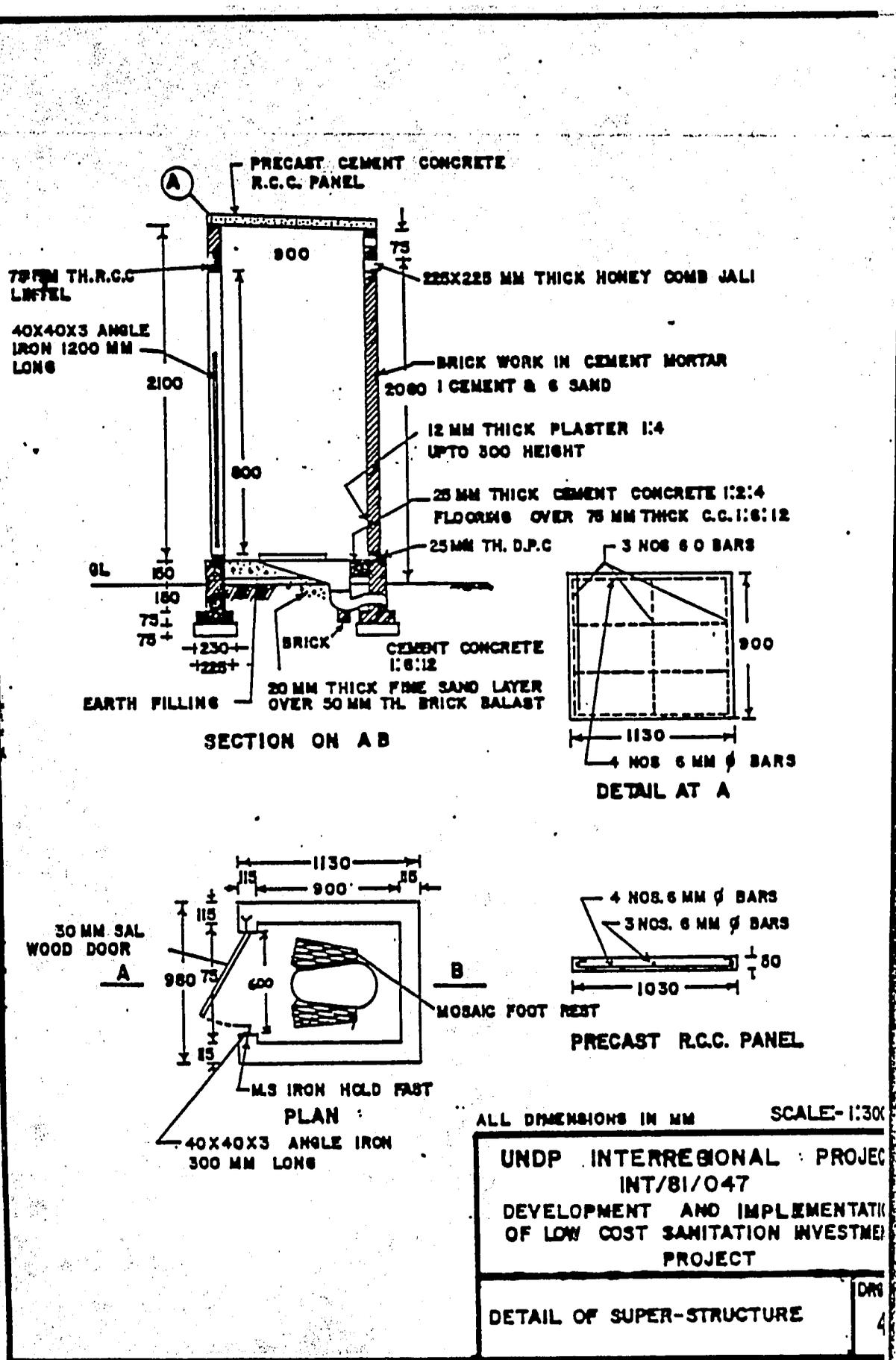
**TIP0-5-**  
Con plataforma de tubos cerámicos



**LOSA TIPO DE CONCRETO**

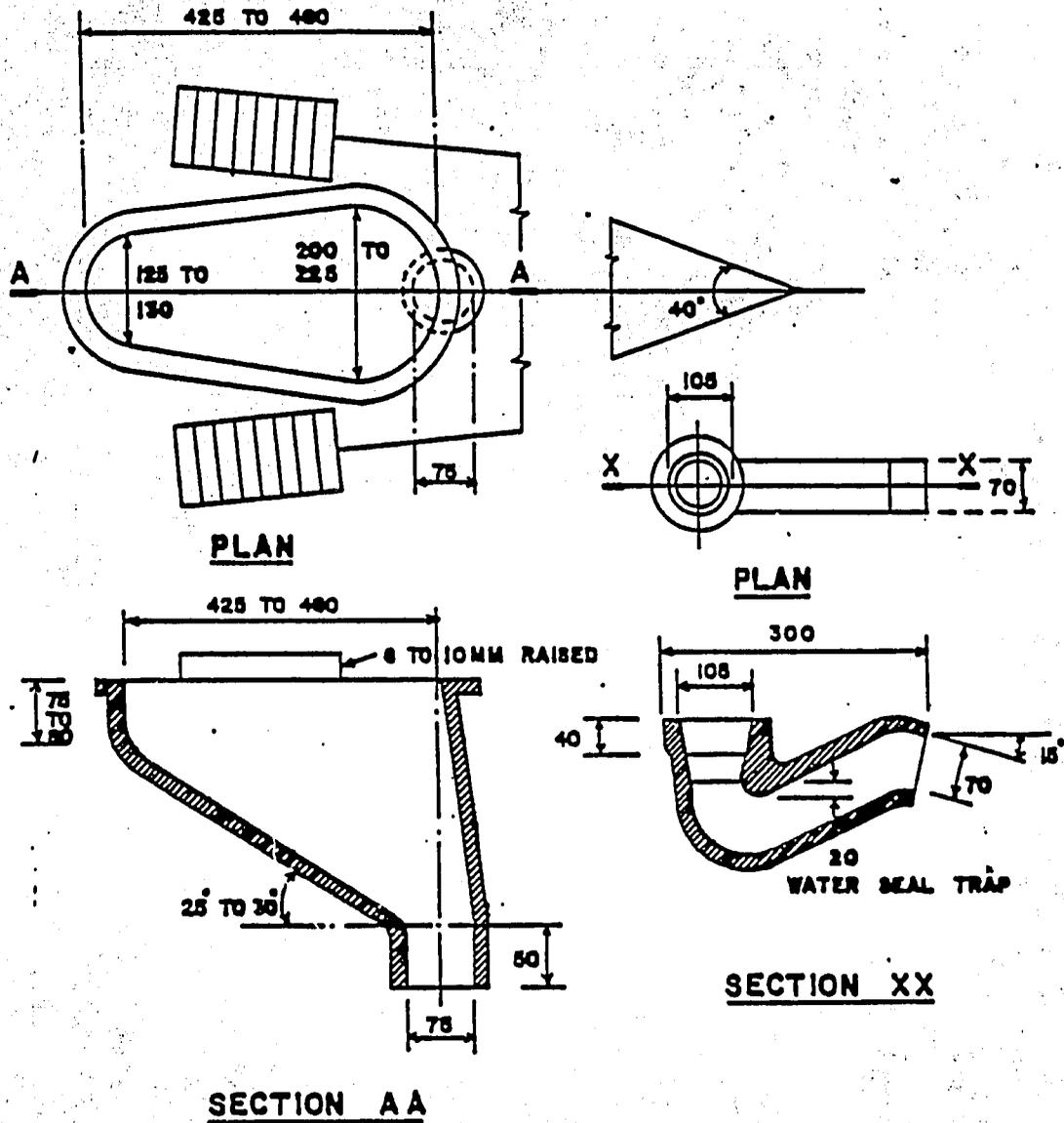
INSTITUTO ECUATORIANO DE OBRAS SANITARIAS				
SECCION SISTEMAS RURALES				
PROVINCIA:		CANTON:		
PARROQUIA:				
<b>LETRINA SANITARIA</b>				
FECHA	ESCALA	PROYECTO	DISUJO	REVISADO

TAG/TN/10



POUR-FLUSH LATRINE DESIGN

AG/TN/10



ALL DIMENSIONS IN MM

SCALE-1:300

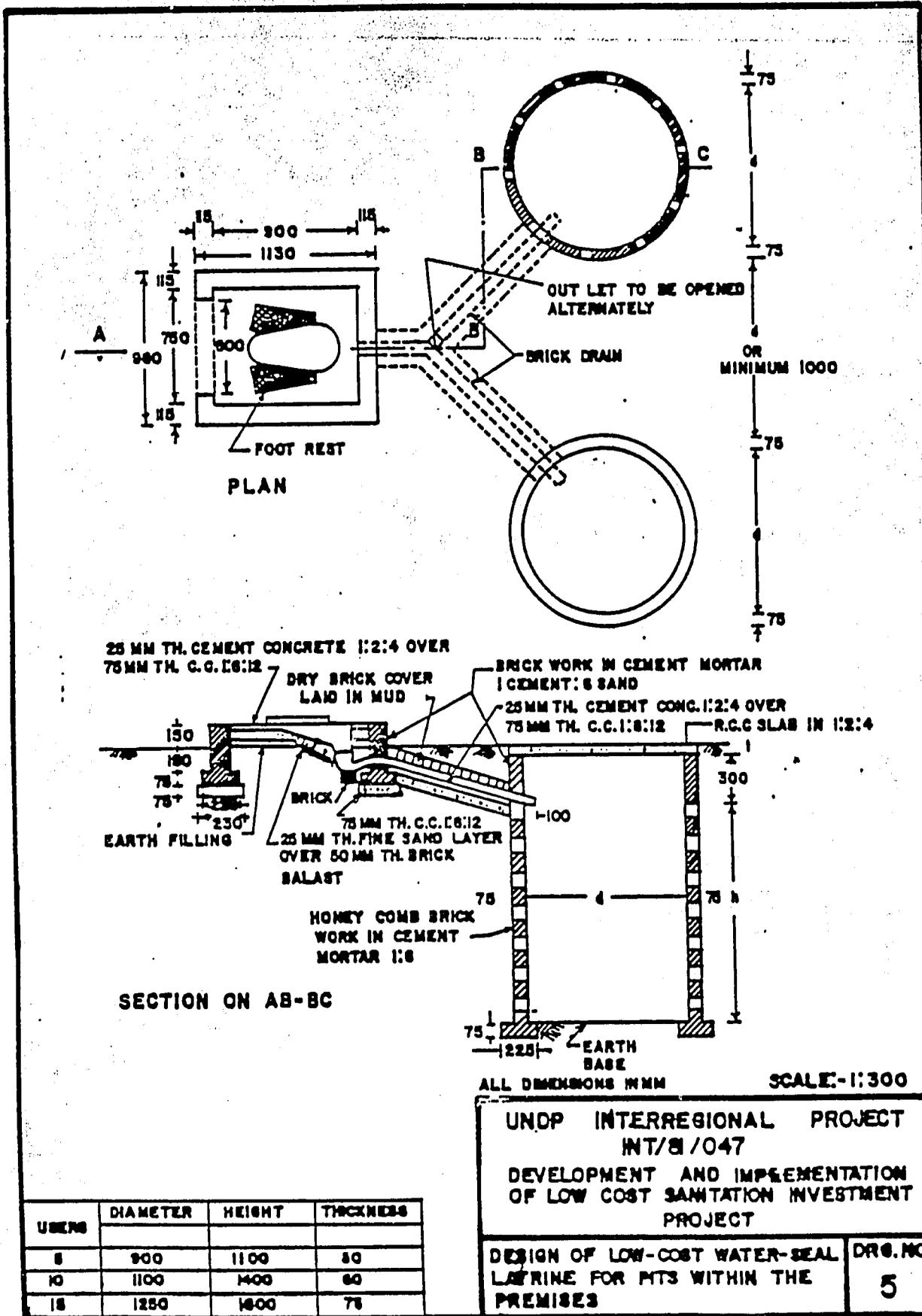
UNDP INTERREGIONAL PROJECT  
 INT/81/047  
 DEVELOPMENT AND IMPLEMENTATION  
 OF LOW COST SANITATION INVESTMENT  
 PROJECT

DETAILS OF PAN AND TRAP

DRS. NO.

1

TAG/TN/10



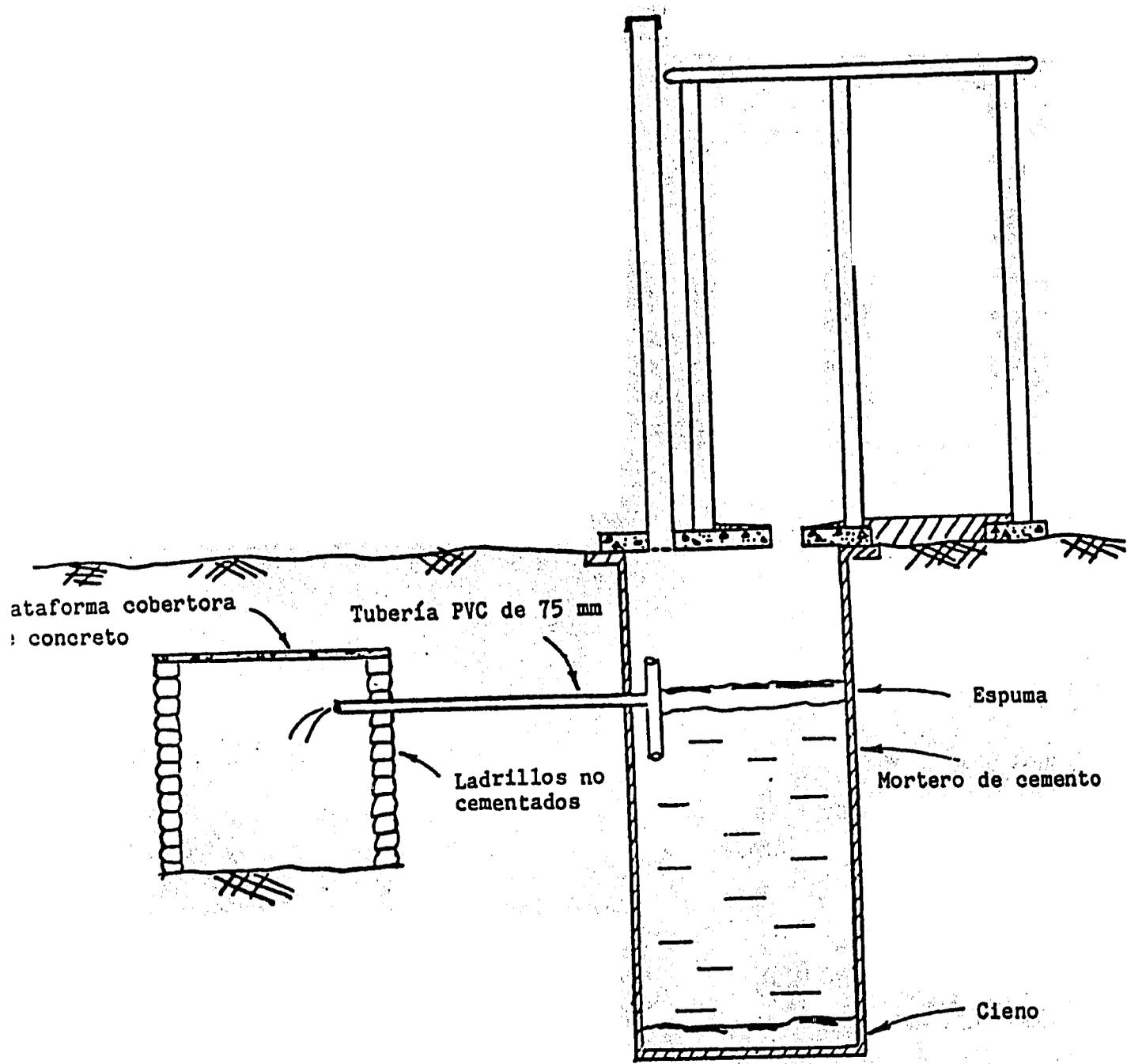


Figura 14: Diagrama esquemático de una letrina VIP con sumidero ciego

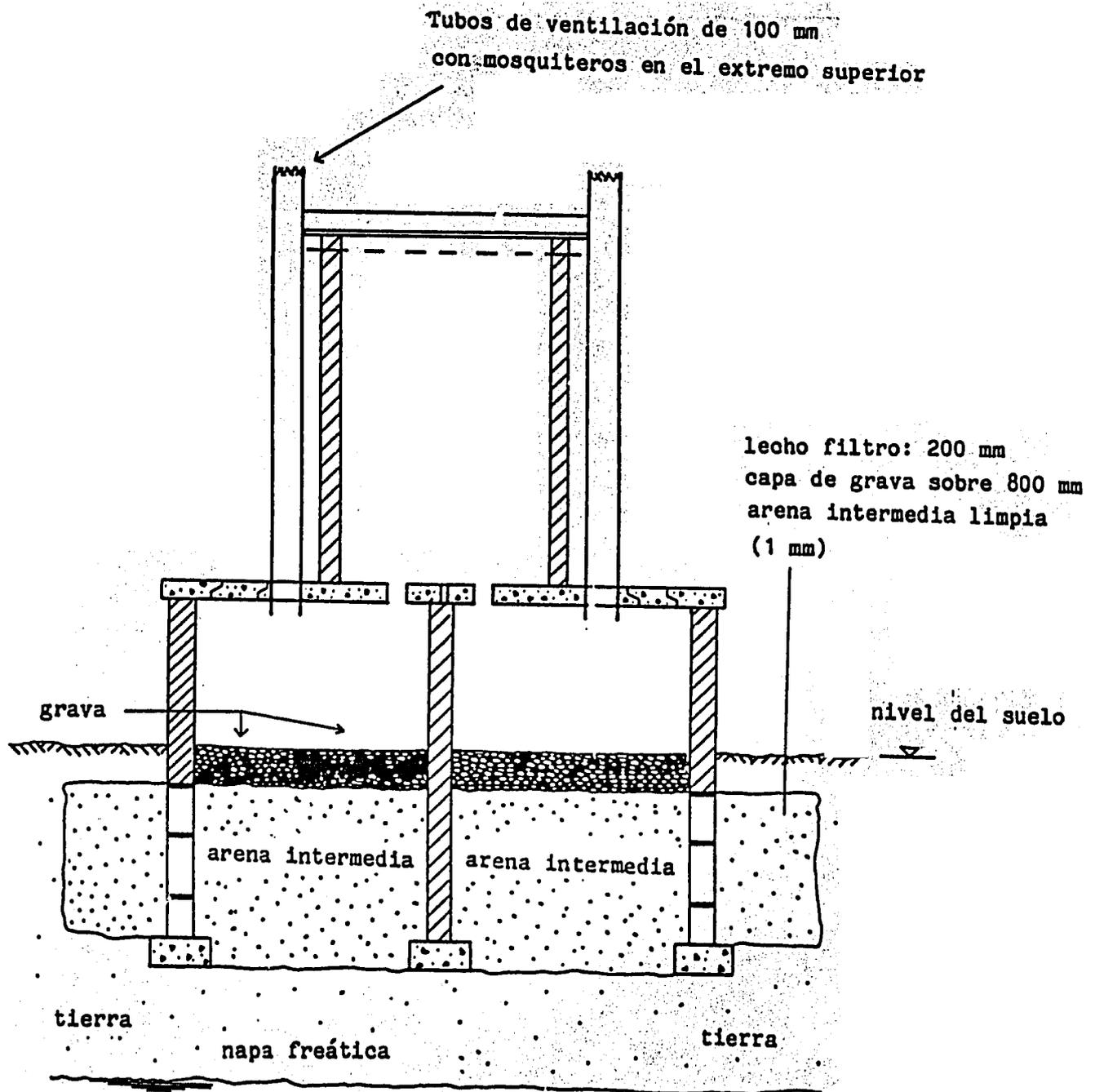


Figura 19: Letrina VIP sobresaliente con pozo doble alternante con un lecho de filtro para reducir la contaminación de las aguas subterráneas <sup>21/</sup>

**Appendix E: Latrine Materials**

**COSTS PER LATRINE DESIGN**

	Unit	Unit Cost (US\$)	Units	Total (US\$)
<b>1. VIP Design</b>				
<b>Pit:</b>				
Rock or brick	M3	2.50	1.00	2.50
<b>Platform:</b>				
Sand	M3	2.50	0.30	0.75
Gravel	M3	2.50	0.15	0.38
Cement	Bag	3.55	1.50	5.33*
Reinforcing iron	qq.	17.70	.18	3.19*
Tie wire	Kg.	0.90	.25	0.23*
PVC Pipe, 75mm	M	2.17	2	4.34*
<b>Building:</b>				
Wood	M2	2.00	9	18.00
Nails	Kg.	2.30	.18	4.14 *
Tile	M2	1.25	2	2.50
Labor:	Day	2.50	5	12.50
<b>Total:</b>				<b>\$53.86</b>

Proposed Non-community Support:

**\$17.23**

**2. Waterseal Design**

<b>Pit:</b>				
Rock or brick	m3	2.50	1.00	2.50
Sand	M3	2.50	0.30	0.75
Gravel	M3	2.50	0.15	0.38
Cement	Bag	3.55	1.00	3.55*
Tie wire	Kg.	0.90	.25	0.23*
Reinforcing iron	qq.	17.70	.18	3.19*
Galvanized iron 12 mm pipe	6 m	12.00	.5	1.00*
<b>Platform:</b>				
Cement	Bag	3.55	1.00	3.55*
Sand	M3	2.50	0.30	0.75
Gravel	M3	2.50	0.15	0.38
PVC 75 mm pipe	M	2.17	1.5	3.26*
Receptacle	1	10	1	10*
<b>Building:</b>				
Wood	M2	2.00	9	18.00
Nails	Kg.	2.30	.18	0.41 *
Tile	M2	1.25	2	2.50
Labor:	Day	\$2.50	9	22.50
<b>Total:</b>				<b>72.95</b>

Proposed Non-community Support:

**\$25.09**

### 3. Improved Pit VIP Design

**Pit:**

Brick	Each	.1	160	16.00*
Cement	Bag	3.55	1.5	5.32*
Sand	M3	2.50	0.30	0.75

**Platform:**

Sand	M3	2.50	0.125	0.31
Cement	Bag	3.55	1.50	5.33*
Reinforcing iron	qq.	17.70	.18	3.19*
Tie wire	Kg.	0.90	.25	0.23*
PVC Pipe, 75mm	M	2.17	2	4.34*
Gravel	M3	2.50	0.1	0.25

**Building:**

Wood	M2	2.00	9	18.00
Nails	Kg.	2.30	.18	0.41 *
Tile	M2	1.25	2	2.50

**Labor:**

Day	\$2.50	7	17.50
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**Total:**

\$74.13

**Proposed Non-community Support:**

**\$33.05**

**Appendix F: Attack and Fatality Rates by Province**

CUADRO N.º 13 : TABLA DE INCIDENCIA DE COLERA POR REGIONES Y PROVINCIAS ECUADOR, DEL 20 DE FEBRERO AL 29 DE JUNIO DE 1991.

REGIONES	PROVINCIAS	CASOS		
		POBLACION	CASOS	TASA INCIDENCIA (/100 MIL HAB)
C O S T A	GUAYAS	2,463,423	9,519	387.2
	EL ORO	1,150,073	4,006	348.4
	MANABÍ	1,077,190	3,335	309.6
	LOS RIOS	530,644	2,925	551.0
	IMBABURA	1,026,266	1,150	112.1
SUB - TOTAL :		4,742,796	21,035	443.5
S I E R R A	IMBABURA	273,261	2,042	1040.0
	CHIMBORAZO	360,600	1,511	419.0
	TUNGURAHUA	366,523	930	256.2
	COTACACHI	283,236	671	236.9
	PICHINCHA	1,734,942	405	23.3
	CAÑAR	68,557	335	488.6
	LOJA	389,632	203	72.6
	ESMERALDAS	506,516	221	43.6
	BOLIVAR	170,593	83	48.7
	ORCITA	141,952	31	21.8
SUB - TOTAL :		4,295,832	7,321	170.4
O R I E N T E	PASTAZA	40,714	13	31.9
	VALDEBIA	66,729	2	3.0
	SUCUMBIOS	77,000	1	1.3
	NAPO	102,613	0	0.0
	MORONA	95,665	0	0.0
SUB - TOTAL :		383,201	16	4.2
OTROS	GRUPOS	0,770	3	3.8
SUB - TOTAL :		0,770	3	3.8
TOTAL :		9,431,323	30,375	322.2

ELABORADO POR: DIRECCION NACIONAL DE ESTADISTICA Y CENSOS

EN COORDINACION CON: DIRECCION NACIONAL DE EPIDEMIOLOGIA Y CONTROL DE ENFERMEDADES  
MINISTERIO DE SALUD PUBLICA

COOPERACION : OPS/OMS

CUADRO N.º 14 : TASA DE MORTALIDAD DE COLERA POR REGIONES Y PROVINCIAS ECUADOR, DEL 28 DE FEBRERO AL 29 DE JUNIO DE 1991

REGIONES	PROVINCIAS	FALLECIDOS		TASA MORTAL. (POR MIL. H.)
		POBLACION	TOTAL	
C O U N A	GUAYAS	2,463,423	01	3.3
	EL ORO	415,073	27	6.5
	ESMERALDAS	207,190	39	12.7
	LOS RIOS	530,244	29	5.5
	MANABI	1,026,266	30	2.9
SUB - TOTAL :		4,742,796	206	4.3
S I E R R A	IMBABURA	273,261	66	24.2
	CHIMBORAZO	360,600	72	20.0
	TUNGURAHUA	366,523	24	6.7
	COTOPAXI	283,236	57	20.1
	PICHINCHA	1,734,942	5	0.3
	CABAR	60,557	9	13.1
	MOYA	389,682	10	2.6
	EL CAJON	506,586	7	1.4
	EL AZUAY	170,593	5	2.9
CARCHI	141,992	2	1.4	
SUB - TOTAL :		4,295,302	257	6.0
O R C E N A	PASTAZA	10,714	0	0.0
	ZAMORA	8,720	0	0.0
	SUCUMBIOS	77,850	0	0.0
	EL TENO	102,823	0	0.0
	MORONA	95,505	0	0.0
SUB - TOTAL :		303,201	0	0.0
EL ORO	GALAPAGOS	9,779	0	0.0
SUB - TOTAL :		9,779	0	0.0
TOTAL :		9,431,778	463	4.9

ELABORACION: Dirección Nacional de Estadística y Censos y el Instituto Ecuatoriano de Estadística y Censos

ELABORACION: ORB/ORS

COBERTURAS DE SANEAMIENTO AMBIENTAL EN ECUADOR - 1990

CIFRAS ABSOLUTAS EN MILES

PROVINCIAS	POBLACION			AGUA POTABLE						ALCANTARILLADO			LETRINAS		
				CONEXIONES DOMIC.			GRIFOS PUBLICOS								
	T	U	R	T	U	R	T	U	R	T	U	R	T	U	R
	10782	5976	4806	5330.8	3584.4	1746.4	549.4	198.5	350.9	3271.2	2618.8	652.4	1945.4	749.1	1196.3
RA	4927	2513	2414	2908.0	1796.7	1111.3	303.6	72.7	230.9	1928.7	1481.7	447.0	689.8	155.1	534.7
hi	151	64	87	89.5	46.0	43.5	7.0	1.0	6.0	61.7	42.1	19.6	23.5	1.0	22.5
bura	300	128	172	245.0	115.6	129.4	39.4	3.1	36.3	110.8	79.2	31.6	57.8	10.4	47.4
incha	1985	1462	523	1275.3	1000.0	275.3	78.8	43.8	35.0	1031.8	842.2	189.6	244.9	112.6	132.3
paxi	333	58	275	140.0	41.4	98.6	19.2	1.0	18.2	60.8	35.0	25.8	65.1	1.0	64.1
urahua	403	165	238	234.9	129.4	105.5	18.3	3.1	15.2	130.4	114.0	16.4	104.7	5.1	99.6
var	168	32	136	99.6	23.7	75.9	6.0	1.0	5.0	54.5	22.1	32.4	31.5	2.1	29.4
borazo	384	124	260	182.5	92.3	90.2	50.2	2.1	48.1	140.2	82.3	57.9	49.7	2.1	47.6
r	213	57	156	114.4	50.0	64.4	11.0	2.0	9.0	51.2	29.7	21.5	26.3	1.0	25.3
y	563	250	313	326.6	173.7	152.9	27.5	6.2	21.3	183.4	141.5	41.9	63.3	13.5	49.8
	427	175	252	200.2	124.6	75.6	46.2	9.4	36.8	103.9	93.6	10.3	23.0	6.3	16.7
A	5360	3354	2006	2264.5	1722.8	541.7	213.7	120.6	93.1	1288.4	1103.6	184.8	1162.8	582.4	580.4
raldas	335	181	154	106.2	82.5	23.7	23.9	20.8	3.1	69.1	57.6	11.5	71.9	34.4	37.5
bí	1126	506	620	426.9	278.3	148.6	70.7	30.4	40.3	246.8	195.3	51.5	300.7	70.8	229.9
Ríos	592	235	357	249.6	150.0	99.6	16.6	7.3	9.3	77.4	67.4	10.0	122.3	40.6	81.7
as	2842	2106	736	1197.6	1019.7	177.9	84.1	56.9	27.2	703.1	648.6	54.5	594.3	385.4	208.9
ro	465	326	139	284.2	192.3	91.9	18.4	5.2	13.2	192.0	134.7	57.3	73.6	51.2	22.4
ENTE	407	101	306	142.1	59.1	83.0	20.9	4.2	16.7	52.6	32.0	20.6	60.5	10.6	49.9
mbios	75	19	56	15.1	5.7	9.4	2.1	-	2.1	4.3	3.3	1.0	15.3	3.2	12.1
o	117	20	97	29.3	14.1	15.2	4.3	1.1	3.2	4.8	3.7	1.1	21.0	3.2	17.8
taza	44	17	27	19.0	10.0	9.0	3.1	1.1	2.0	10.8	4.6	6.2	5.3	1.1	4.2
ona Santiago	99	27	72	39.7	17.0	22.7	5.1	1.0	4.1	17.5	11.8	5.7	12.5	2.1	10.4
ora Chinchipe	72	18	54	39.0	12.3	26.6	6.3	1.0	5.3	15.2	8.6	6.6	6.4	1.0	5.4
épages	10	8	2	5.8	5.8	-	2.0	1.0	1.0	1.5	1.5	-	2.5	1.0	1.5
as en discos.	78	-	78	10.4	-	10.4	9.2	-	9.2	-	-	-	29.8	-	29.8

TOMARLO CADA VEZ QUE HAYA UNA DEPOSICION, TODO LO QUE SE PUEDE.

HERVIR Y ENFRIAR EL AGUA DEL SUERO EN CUANTO NECESITE TOMARLA.

ACUDIR AL PUESTO DE SALUD SI LE DA UN CASO DE DIARREA AGUDA. TAN PRONTO TENGA UN LITRO DE SUERO PARA EL VIAJE.

COMER TODO LO NORMAL QUE PUEDA DURANTE EL TIEMPO QUE HAYA DIARREA.

PRUEBAS:

1. PREGUNTAR A LA MADRE Y PADRE. QUE TIEMPO PASO DESDE LA ULTIMA DEPOSICION DE DIARREA DE ALGUN NIÑO O ADULTO LE DIO LIQUIDO? EN MEDIA HORA ATRAS. NA SI NO

2. PREGUNTE A LA MADRE, LE DIO EL SENO A SU NIÑO MENOR DESPUES DE SU ULTIMA DEPOSICION? NA SI NO

3. PREGUNTE A LA MADRE. PREPARO Y DIO SUERO CORRECTAMENTE AL NIÑO DESPUES DE SU ULTIMA DEPOSICION? NA SI NO

4. PREGUNTE A LA MADRE, ALGUIEN DE LA FAMILIA TIENE DIARREA? QUE TOMA? SINO. DESPUES DE LA ULTIMA DEPOSICION, QUE TOMO? SUERO CORRECTAMENTE? SI NO

5. INTENTARON HERVIR Y ENFRIAR EL AGUA PARA EL SUERO EN ESTE O LA ULTIMA DEPOSICION? SI NO

6. ALGUIEN DE LA FAMILIA TENIA DIARREA AGUDA RECIENTE O NO? SI ES SI. ACUDIO AL PUESTO? NA SI NO

7. LE DIERON ALGO MAS QUE LIQUIDO A EL O ELLA QUE TUVO DIARREA EN LA ULTIMA DEPOSICION O NO? QUE? COMIDA NORMAL? NA SI NO

8. LA FAMILIA TIENE AGUA HERVIDA CORRECTAMENTE PROTEGIDA? SI NO

9. HAY UN NIÑO MENOR DE SEIS MESES? SI ES SI. LE DA ALGO MAS QUE EL SENO PARA ALIMENTARLO? CORRECTO? NA SI NO

SUME LAS RESPUESTAS SI Y NA (NO APLICABLE)

\_\_\_/9= \_\_\_%

## APPENDIX H

PROYECTO LUCHA CONTRA EL COLERA EN ZONAS RURALES AFECTADAS  
 CHOLERA RESPONSE IN AFFECTED RURAL AREAS

PLAN FINANCIERO  
 FINANCIAL PLAN

(US\$ DOLLARS)

	<u>\$ Cost</u>	<u>% of Total</u>
Audit and Evaluation (Auditoría y Evaluación)	9,300.00	0.81%
Personnel and Operations (Personal y Operaciones)	238,530.00	20.81%
Material and Equipment (Material y Equipos)	470,077.00	41.00%
Technical Assistance (Asistencia Técnica)	9,500.00	0.83%
Training (Capacitación)	14,400.00	1.26%
Miscellaneous (Misceláneos)	14,939.90	1.30%
Indirect Costs (Costos Indirectos)	34,784.00	3.03%
CARE NY Overhead (Gastos Indirectos)	54,869.18	4.79%
Community and Counterpart In-Kind (Contribución de la Comuni- dad y de la Contraparte en especie)	300,000.00	26.17%
	----- 1,146,400.08	----- 100.00%

**DONORS**

	<u>\$ COST</u>	<u>% OF TOTAL</u>
CARE Managed and In-Kind (Administración de CARE y Contribución en especie)	526,546.00	46.00%
Requested (Pedido)	619,854.00	54.00%

**COSTS DISTRIBUTION**

	<u>USAID</u>	<u>CARE</u>
Personnel and operations (Personal y Operaciones)	214,677.00	23,853.00
Material and Equipment (Material y Equipo)	291,361.00	149,566.00
Technical Assistance (Asistencia Técnica)	1,900.00	7,600.00
Training (Capacitación)	5,583.00	8,817.00
Miscellaneous (Misceláneos)	16,680.00	4,214.00
Indirect Costs (Costos Indirectos)	34,784.00	0
CARE NY Overhead (Gastos Indirectos)	54,869.00	0
Community and Counterpart In-Kind (Contribución de la Comunidad y de la Contraparte en especie)	0	300,000.00
	=====	=====
	619,854.00	494,050.00

**FINANCIAL PLAN**

Audit and Evaluation (Auditoría y Evaluación)	9,300.00	0.81%
Personnel and Operations (Personal y Operaciones)	238,530.00	20.81%
Material and Equipment (Material y Equipo)	470,077.00	41.00%
Technical Assistance (Asistencia Técnica)	9,500.00	0.83%
Training (Capacitación)	14,400.00	1.26%
Miscellaneous (Misceláneos)	14,939.90	1.30%
Indirect Costs (Costos Indirectos)	34,784.00	3.03%
CARE NY Overhead (Gastos Indirectos)	54,869.18	4.79%
Community and Counterpart In-Kind (Contribución de la Comunidad y de la Contraparte en especie)	300,000.00	26.17%
	=====	=====
	1,146,400.08	100.00%
REQUESTED (Pedido)	619,854.00	54.00%

COUNTRY: ECUADOR  
 PROJECTED PN33 PROJECT FY'91 EXPENDITURES  
 FY: 91  
 ACCOUNT:4540

RATE: SUCRES 1.100=1 USD

Qt.	Description	Cost	#	Unit/time	Tot. Cost	Other	Local
<b>Int. Staff Salaries</b>							
1	Coordinator	33,000	1	year	33,000	33,000	0
					33,000	33,000	0

COUNTRY: ECUADOR  
 PROJECTED PN 33 EXPENSES  
 FY: 91  
 ACCOUNT:4542

				Tot. Cost	Other	Local	
<b>Int. Benefit</b>							
	30% of 4540	9,900	1	year	9,900	9,900	0

COUNTRY: ECUADOR  
 PROJECTED PN 33 EXPENSES  
 FY: 91  
 ACCOUNT:4541

					Tot. Cost	Other	Local
<b>Nat. Staff Salaries</b>							
1	Assist. Coord.	500	12	months	6,000	0	6,000
1	Messenger	150	12	months	1,800	0	1,800
0.5	Artists	400	6	months	1,200	0	1,200
1	Admin. Assist.	200	12	month	2,400	0	2,400
1	Health Educator	300	12	month	3,600	0	3,600
0.5	Physicians	300	12	month	1,800	0	1,800
10	Promoters	130	12	month	15,600	0	15,600
2	Secretary Prov.	125	12	month	3,000	0	3,000
1	Accountants	150	12	month	1,800	0	1,800
2	Field Supervisors	150	12	month	3,600	0	3,600
1	Engineers	300	12	month	3,600	0	3,600
15	Masons	100	12	month	18,000	0	18,000
1	Cleaner	160	12	month	1,200	0	1,200
<b>CARE Coordination Personnel</b>					62,400	0	62,400

:COUNTRY: ECUADOR  
 :PROJECTED PN 33 EXPENSES  
 :FY: 91  
 :ACCOUNT:4543  
 National Benefits  
 60% of 4541

1 year	37,440	0	37440
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:COUNTRY: ECUADOR  
 :PROJECTED PN 33 EXPENSES  
 :FY: 91  
 :ACCOUNT:4544

Quarters and Relocation  
 Allowances

	Tot. Cost	Other	Local
1 Q.A.Proj.Coord.	12,720	0	12,720
	12,720	0	12,720

1060 12 months

:COUNTRY: ECUADOR  
 :PROJECTED PN 33 EXPENSES  
 :FY: 91  
 :ACCOUNT:4545

R+R and Home leave

Project Coord.

1 Home Leave	4500	1 year	4,500	0	4,500
			4,500	0	4,500

:COUNTRY: ECUADOR  
 :PROJECTED PN 33 EXPENSES  
 :FY: 91  
 :ACCOUNT:4549

Moving Costs Incoming  
 Personnel

0	0	0
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:COUNTRY: ECUADOR  
 :PROJECTED PN 33 EXPENSES  
 :FY: 91  
 :ACCOUNT:4555

Office Supplies

Field offices

1 Los Rios	500	12 month	6,000	0	6,000
			6,000	0	6,000

COUNTRY: ECUADOR  
 PROJECTED PN 33 EXPENSES  
 FY: 91  
 ACCOUNT: 4556

Furniture and Office Equipment

Field Offices

1 Los Rios	3000	1 year	3,000	0	3,000
			3,000	0	3,000

COUNTRY: ECUADOR  
 PROJECTED PN 33 EXPENSES  
 FY: 91  
 ACCOUNT: 4557

Tot. Cost Other Local

Communications

Field Offices

1 Los Rios	300	12 month	3,600	0	3,600
			3,600	0	3,600

COUNTRY: ECUADOR  
 PROJECTED PN 33 EXPENSES  
 FY: 91  
 ACCOUNT: 4558

Tot. Cost Other Local

Facilities Rental

Field offices

1 Los Rios	100	12 month	1,200	0	1,200
			1,200	0	1,200

COUNTRY: ECUADOR  
 PROJECTED PN 33 EXPENSES  
 FY: 91  
 ACCOUNT: 4559

Tot. Cost Other Local

Utilities

Field Offices

1 Los Rios	100	12 month	1,200	0	1,200
			1,200	0	1,200

COUNTRY: ECUADOR  
 PROJECTED PN 33 EXPENSES  
 FY: 91  
 ACCOUNT:4560

Vehicle Operations

3 Jeeps, Supervis. Field St	200	12 months	7,200	0	7,200
1 Proj.Mgrs.	100	12 months	1,200	0	1,200
15 Promoters/Motorcycles	30	12 months	5,400	0	5,400
			13,800	0	13,800

COUNTRY: ECUADOR  
 PROJECTED PN 33 EXPENSES  
 FY: 91  
 ACCOUNT:4565

Travel & Lodging

			Tot. Cost	Other	Local
1 National Coordinator	100	12 month	1,200	0	1,200
1 National Sub-Coordinator	180	12 month	2,160	0	2,160
4.5 Technical Assistants	115	12 month	6,210	0	6,210
30 Promoters and Masons	112	12 month	40,320	0	40,320
1 Artist	60	12 month	720	0	720
1 Health Educator	150	12 month	1,800	0	1,800
1 Secretary/AA	15	12 month	180	0	180
1 Secretary Prov.	15	12 month	180	0	180
			52,770	0	52,770

COUNTRY: ECUADOR  
 PROJECTED PN 33 EXPENSES  
 FY: 91  
 ACCOUNT:4566

Training for CARE Employ.

			14400	0	14400
1 Proj. Coord	3000	1 year	3,000	0	3,000
1 Asist. Proj. Coord.	2000	1 year	2,000	0	2,000
2 National Staff	2000	1 year	4,000	0	4,000
36 Local Training	150	1 year	5,400	0	5,400
			14,400	0	14,400

COUNTRY: ECUADOR			PROJECTED PN 33 EXPENSES		
FY: 91			ACCOUNT: 4567		
			Tot. Cost	Other	Local
Representation					
1	Los Rios	500 1 year	500	0	500
			500	0	500

COUNTRY: ECUADOR			PROJECTED PN 33 EXPENSES		
FY: 91			ACCOUNT: 4570		
			Tot. Cost	Other	Local
- Material and Equipment					
CHQ disbursed					
15	Automobile Tires	80 1 year	1,200	1,200	0
17	Slide/Screen Projectors	250 1 year	4,250	4,250	0
17	Cassette Tape Recorder	50 1 year	850	850	0
1	Slide Copier	150 1 year	150	150	0
1	Video Camera	1500 1 year	1,500	1,500	0
2	Sony Video Monitors	800 1 year	1,600	1,600	0
2	Sony VHS VCRs	300 1 year	600	600	0
2	Voltage Regulators	150 1 year	300	300	0
2	Zenith Portable Computers	2000 1 year	4,000	4,000	0
2	Printers	500 1 year	1,000	1,000	0
2	Voltage Regulators	200 1 year	400	400	0
15	VHS Cassettes	5 1 year	75	75	0
102	Cassette Tapes	1 1 year	102	102	0
1	Shipping	2500 1 year	2,500	2,500	0
3	Cameras	150 1 year	450	450	0
			18,977	18,977	0

COUNTRY: ECUADOR			PROJECTED PN 33 EXPENSES		
FY: 91			ACCOUNT: 4571		
			Tot. Cost	Other	Local
<u>Local Purchases</u>					
15 Motorcycles Safety Supp.	75	1 year	1,125	0	1,125
900 Commun. Course	35	1 year	31,500	0	31,500
3 Prov. Train. Work.	500	1 year	1,500	0	1,500
4 Mid-Term Meet.	535	1 year	2,140	0	2,140
4 Trimestral Meet.	1,100	1 year	4,400	0	4,400
Training Activities			39,540		
34 Equipment for Exten./Coor	200	1 year	6,800	0	6,800
15 AV Materials for Exten.	25	1 year	375	0	375
2100 Pamphlets/Posters/Flipcha	3	1 year	6,300	0	6,300
250 Water Pumps	180	1 year	45,000	0	45,000
15000 Latrine materials	20	1 year	300,000	0	300,000
Extension Mat. & Equip.			358,475		
			399,140	0	399,140

COUNTRY: ECUADOR			PROJECTED PN 33 EXPENSES		
FY: 91			ACCOUNT: 4576		
			Tot. Cost	Other	Local
<u>CHQ Vehicle Purchases</u>					
1 Four Wheel Drive Jeeps	15,000	1 year	15,000	0	15,000
15 Trail Motorcycles	2,050	1 year	30,750	0	30,750
			45,750	0	45,750

COUNTRY: ECUADOR			PROJECTED PN 33 EXPENSES		
FY: 91			ACCOUNT: 4580		
			Tot. Cost	Other	Local
<u>Consultants</u>					
2 Media and Training	100	10 Days	2,000	0	2,000

:COUNTRY: ECUADOR  
 :PROJECTED PN 33 EXPENSES  
 :FY: 91  
 :ACCOUNT:4581  
     Regional Technical Advisor

2	2 wk. RTA visit	250	15 Days	7,500	0	7,500
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:COUNTRY: ECUADOR  
 :PROJECTED PN 33 EXPENSES  
 :FY: 91  
 :ACCOUNT:4587

			Tot. Cost	Other	Local	
Insurance						
4	four wheel vehicles	340	1 year	1,360	0	1,360
15	motorcycles	90	1 year	1,350	0	1,350
				2,710	0	2,710

:COUNTRY: ECUADOR  
 :PROJECTED PN 33 EXPENSES  
 :FY: 91  
 :ACCOUNT:4588

    Evaluation and Audit

1	Evaluation	5000	1 year	5,000	0	5,000
1	Audit	4300	1 year	4,300	0	4,300
				9300	0	9300

:COUNTRY: ECUADOR  
 :PROJECTED PN 33 EXPENSES  
 :FY: 91  
 :ACCOUNT:4588

    Sundry + Miscellaneous

1	2% of Total	756746.902857	1 year	14,940	0	14,940
				14,940	0	14,940

:SUMMARY  
 =====

	NY Overhead at 7.6%		\$54,869.18
:US\$ Required	Local Currency Required		
:US\$	Sucres	\$683,570	
	Dollars	177,770	\$756,747
	Indirect	34,784	
		Grand Total	\$861,340

APPENDIX I  
TRAINING PLANS

## TRAINING PLANS

The project has four levels of training and education. One is with counterparts. Another is with staff. Another is with community leaders and school teachers. And the final is with community members. The project staff has plans for each stage and some advance in conducting them. Additionally, the project has contracted Dr. Julio Ramirez-de-Arellano, CARE's Latin American regional specialist in training, to work with the staff trainers to polish the orientation, training, and education approaches for the various types of sessions. Dr. Ramirez-de-Arellano has a doctorate in popular education and twenty years of experience in training activities.

1. COUNTERPART ORIENTATION AND COOPERATION: The objectives of the counterpart training are to familiarize them with the project goals and activities and to involve them in actively supporting the project's activities. To do this, two-day sessions with Ministry of Public Health rural doctors, nurses, and sanitary inspectors are required. The workshop procedures will be a welcoming session with key government, ministry, and CARE personnel indicating the importance of the activity. After an hour of welcome, the participants will be divided up into mixed-disciplinary groups of eight to diagnose why cholera has entered into their province and killed people and to recommend actions to eliminate each major cause. After 30 minutes of diagnosis, each group will present its conclusions and recommendation. A workshop facilitator will group these actions within the categories of education, sanitation, oral rehydration, and other. The workshop staff will then introduce the principal actions of the project and indicate why they were selected. Next, educational materials and latrine designs which support each strategy component will be distributed. The educational packages will be presented to the audience en masse, then they will be divided up to discuss their positive and negative features and ways to overcome their negative aspects. They will again present their conclusions and recommendations to the group at large. Finally, the project's strategy will be presented to the participants in detail. They will be asked to again divide into small groups and indicate how each type of personnel can best coordinate with and support the campaign. They will present their recommendations to the group at large again. A workshop facilitator will draw general conclusions and recommendations.

2. STAFF ORIENTATION AND TRAINING: The plans for staff orientation and training are simple. The objectives are that they be able to use the educational packages effectively to educate and to elicit discussion and resolutions with the communities, that they use and be able to instruct in correct procedures in hygiene and oral

rehydration, that they be able to guide communities in latrine construction appropriate to the environmental conditions, and that they clearly know the project strategy and procedures. The methodology will include welcoming presentations from national counterparts and the project coordinator, brain-storming sessions, discussions, conclusions and recommendations in small groups, and actual latrine construction and educational sessions. The duration of the training activity will be five days. The sites will be in a city auditorium, small conference rooms, and communities.

OBJECTIVE:	PROCEDURE:	MATERIALS:	EVALUATION:	LEADER:	TIME
1. Sense of importance of mission.	1. Welcoming speeches by MSP, IEOS personnel and local leaders, indicating the need for the program and the severity of the problem.	Slides Statistics Letters Case histor.	1. Rank importance of their activity.	Prov. Dir, MS Prov. Dir, IE Prov. Gover. Coaty. Ldr.	10 min each, 1 hr. total
2. Understand logic.	2. Present problem of cholera. Diagnose causes. Determine solutions.	Educational packages. Group disc. Conclusions, recommendat. and present.	2. Correctly indicate 3 preventive acts, 2 ORT, and latrine use/excrement disposal.	Juan Ramon	3 hrs.
3. Dominate preventive and ORT procedures.	3. Divide into groups of 7 to 10 participants. Each person demonstrate one preventive, cura., or construction intvn. Group critique it for correctness.  3. Recapitulate key pts to group.	Drawing mats, soap, water, pot, burner, sup. & salt, ORS packet, tsp, food, thin cloth.	3. Visual obs. of groups show correct practices in all details.	Jorge Bej. -all docs -engineers  Bejerano	3 hrs  30 min
4. Know design per setting.	4. Explanation of designs in detail and function of each aspect.  4. Construction of VIP and waterseal designs with two interested communities in teams of five people.	Slides Designs Components WB/UNDP AVs Designs Required materials Shovels, trowels Transportatn	4. Knowledge questions.  4. Inspection of constructed latrines.	Engineer  Engineer and master masons.	2 hour  2 days each.

OBJECTIVE:	PROCEDURE:	MATERIALS:	EVALUATION:	LEADER:	TIME
5. Be able to use ed. pkgs.	5. Explanation of slide projectors and slide rolls. Demonstrate use. 5. Each team of five give evening presentation in each of two communities, critiquin afterwards.	Slide projr. Slide pkg. Cassette player, tape & battery. Above plus rotafolio. Question gds	5. Test of dos and don'ts.  5. Field observation & feedback.	Juan Ramon	1 hour  During four days of latrin constn

3. COMMUNITY LEADERS AND SCHOOL TEACHERS: CARE projects have already used a three-day seminar approach with school teachers and community leaders together. The objective is that they begin the process of promotion and organization in their communities before CARE staff arrives and that some commit their communities as communities in which to start, personally committing to excellent coverage. For this, they need to understand the process, organization required, importance of themes, and time and material costs. The procedure is to invite 15 of each to a rural meeting place, present the educational packages, discuss them in small groups, and conclude whether these processes are desirable for their communities. Next, a latrine with all of the parts already prepared is installed by the groups at a nearby school or meeting place. The group analyzes the difficulty of the process. Finally, the assembled leaders and teachers are taught the use of a village census and the drawing of a croquis. They practice the required skills under supervision. Last of all, they are explained that construction will begin according to which community in each zone most quickly presents a complete census and croquis with a promise of the leaders of 100% coverage.

4. COMMUNITY EDUCATIONAL PROCESS: Teams of masons and educator/organizers disperse to their zones, beginning in the first community that presented its census, croquis, and commitment to 100% coverage. The purposes of this phase are to evoke discussion and commitment of the hygiene, sanitation, and oral rehydration situation of the community and their importance to the health of the community. The second purpose is to achieve a mass resolution to improve all three. The third is to train key individuals in latrine construction and necessary materials. The fourth is to establish an URO in the community. The fifth is to initiate the digging of pits and the collection of construction materials throughout the materials. The sixth is to

establish an inspection/supervision committee. The process lasts three to five days. It consists of passing and discussing the three educational packages with the communities during the night, constructing a demonstration latrine at a school or, if not appropriate, another public site with the community during the day, and house visits and detailed orientation by the organizer during the rest of the day. While the mason and local masons and constructors build the latrine, the organizer accomplishes the other steps. At the end of their first stay in the community, a demonstration latrine has been built, people are collecting materials, an URO has been established, and hygiene and ORT practices are better. The inspection committee is in place and making household visits to all houses in the community. The team of mason and organizer moves to the next nearby community.

The second phase of the community education is a visit to the community a month later by the same team. First, they inspect whether all members have dug their pits and gathered materials. If not, they go to the following community with a request that the community send a member to inform them during the month as soon as all is ready. Once all is ready, the mason informs the canton warehouse that materials are required immediately and accompanies them back to the community. Meanwhile, the organizer reviews procedures with the inspection committee and the URO administrator. In the night, he again shows the educational packages and discusses their messages and the community experiences with the community. The mason returns with the materials. The supervision committee distributes them to all community members. Mass finishing of latrine platforms, installations of pipes, and construction of latrine buildings then proceeds for the rest of the week. At the end of five days, the team moves to the next community they have prepared.

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**EASE ANTERIOR A LA PRIMERA VISITA, ACTIVIDADES:**

NOTA: Después de terminado el trabajo de grupo, nos dimos cuenta que era necesario obtener cierta información de los profesores para poder hacer la selección de comunidades en las que se trabajará. Se les solicitará a los profesores del area que llenen el formulario que se incluye en la página siguiente.

- 1) Negociación y firma de convenio con contrapartes de gobierno, planificación de sus roles. Seminario con contrapartes.
  - 2) Pre-selección de comunidades, en base a solicitudes ya recibidas, presencia de CARE, necesidad, geografía, etc.
  - 3) Capacitación al personal del Proyecto
  - 4) Elaboración de carpetas conteniendo estructuras, personas claves de la comunidad (escuelas, profesores, líderes religiosos, salud, organizaciones, etc.)
  - 5) Invitación a líderes de la comunidad a jornada informativa y de capacitación sobre el proyecto
  - 6) Jornada de un día: información específica sobre requisitos de participación, capacitación sobre el proyecto, convocatoria comité de la comunidad, clarificación de sus roles. Entrega materiales para letrina demostrativa
  - 7) La comunidad entrega a la Unidad Operativa de la respectiva parroquia el censo, croquis, pedido y compromiso (información: nivel freático, nivel de inundaciones, que materiales locales utilizan: madera, bloques, caña, etc.)
- =====

PROGRAMA DE CAPACITACION DEL PERSONAL DEL PROYECTO CONTRA EL COLERA

DIA 1	DIA 2	DIA 3	DIA 4	DIA 5
8:00 AM :CARE: Principios e historia :El Proyecto :Funciones del promotor y del albanil, de las contrapartes, de los supervisores y coordinadores	:Preparacion de la practica :PRACTICA EN COMUNIDAD: :Primer Dia Jornada Contra el Colera	:Reunion de Evaluacion del dia :UNIDAD II: Jornada Escolar	:Preparacion de la practica :PRACTICA EN COMUNIDAD: :Segundo Dia Jornada Contra el Colera	:UNIDAD V: Capacitacion y :Demostracion URD
2:00 PM :UNIDAD I: Reunion con toda la comunidad	:PRACTICA EN COMUNIDAD: :Primer Dia Jornada Contra el Colera  :(Supervisor conduce reunion con maestros y reunion construccion de letrinas)	:UNIDAD III: Reunion con Madres, Hombres y Jovenes	:PRACTICA EN COMUNIDAD: :Segundo Dia Jornada Contra el Colera	:UNIDAD VI: Construccion de Letrinas
7:30 PM :Reunion de Evaluacion del dia	:Cena en la comunidad :PRACTICA EN COMUNIDAD: :Primer Dia Jornada Contra el Colera	:Reunion de Evaluacion del dia	:Cena en la comunidad :PRACTICA EN COMUNIDAD: :Segundo Dia Jornada Contra el Colera	:Reunion de Evaluacion del dia

DIA 6	DIA 7	DIA 8	DIA 9	DIA 10
:Preparacion de la practica :PRACTICA EN COMUNIDAD: :Tercer Dia Jornada Contra el Colera	:Evaluacion del dia anterior :PRACTICA EN COMUNIDAD: :Cuarto Dia Jornada Contra el Colera	:Evaluacion del dia anterior :PRACTICA EN COMUNIDAD: :Quinto Dia Jornada Contra el Colera	:Evaluacion de toda la practica y reforzamiento	:UNIDADES VIII, IX Y X
:PRACTICA EN COMUNIDAD: :Tercer Dia Jornada Contra el Colera	:PRACTICA EN COMUNIDAD: :Cuarto Dia Jornada Contra el Colera	:PRACTICA EN COMUNIDAD: :Quinto Dia Jornada Contra el Colera	:Evaluacion de toda la practica y reforzamiento	:Recapitulacions - Proyecto - Actividades - Funciones - Procedimientos
:Cena en la Comunidad :PRACTICA EN COMUNIDAD: :Tercer Dia Jornada Contra el Colera	:Cena en la Comunidad :PRACTICA EN COMUNIDAD: :Cuarto Dia Jornada Contra el Colera	:Cena en la Comunidad :PRACTICA EN COMUNIDAD: :Quinto Dia Jornada Contra el Colera	:Evaluacion del dia	:CLAUSURA

DIA 1	DIA 2	DIA 3	DIA 4	DIA 5
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CALENDARIO PARA LA PRIMERA JORNADA CONTRA EL COLERA EN LA COMUNIDAD DE...

DIA 1	DIA 2	DIA 3	DIA 4	DIA 5
<ul style="list-style-type: none"> <li>- Reunion con maestros para preparar Sesana Contra el Colera en la escuela</li> <li>- Contactar lideres para convocar reunion en la noche</li> </ul>	<ul style="list-style-type: none"> <li>- Apoyo al profesor de la escuela en Sesana Contra el Colera</li> <li>- Inauguracion</li> </ul>	<ul style="list-style-type: none"> <li>- Capacitacion, demostracion y organizacion de UPOs</li> <li>- Apoyo a la escuela</li> </ul>	<ul style="list-style-type: none"> <li>- Visitas domiciliarias para supervisar practicas de acciones y elegir sitios de excavacion</li> </ul>	<ul style="list-style-type: none"> <li>- Visitas domiciliarias para supervisar practicas de acciones y elegir sitios de excavacion</li> </ul>
<ul style="list-style-type: none"> <li>- Contactar lideres para convocar reunion en la noche</li> </ul>	<ul style="list-style-type: none"> <li>- Reunion con madres para hacer demostraciones</li> </ul>	<ul style="list-style-type: none"> <li>- Cavar y fundir loza</li> </ul>	<ul style="list-style-type: none"> <li>- Visitas domiciliarias para supervisar practicas de acciones y elegir sitios de excavacion</li> <li>- Revestir paredes</li> </ul>	<ul style="list-style-type: none"> <li>- Visitas domiciliarias para supervisar practicas de acciones y elegir sitios de excavacion</li> <li>- Instalacion final y construccion de la caseta</li> </ul>
<ul style="list-style-type: none"> <li>- Reunion sobre construccion de la Intrina demostrativa</li> </ul>				
<ul style="list-style-type: none"> <li>- Reunion de concientizacion con toda la comunidad</li> </ul>	<ul style="list-style-type: none"> <li>- Reunion con el comite</li> <li>- Sesion de jovenes</li> </ul>	<ul style="list-style-type: none"> <li>- Reunion con hombres</li> </ul>	<ul style="list-style-type: none"> <li>- Reunion con el comite (planificar supervision y etapa de seguimiento)</li> </ul>	<ul style="list-style-type: none"> <li>- Reunion de despedida y firmas de compromisos</li> </ul>

SEGUNDA JORNADA CONTRA EL COLERA DE LA COMUNIDAD DE...

DIA 1	DIA 2	DIA 3
<ul style="list-style-type: none"> <li>- Jornada de Salud Escolar</li> <li>- Supervision construccion letrinas de la escuela</li> </ul>	<ul style="list-style-type: none"> <li>- Promotors Supervision URD, reunion reforzamiento</li> <li>- Albanis Supervision de construccion letrinas</li> </ul>	<ul style="list-style-type: none"> <li>- Se continua la supervision de construccion de letrinas en caso que sea necesario</li> </ul>
<ul style="list-style-type: none"> <li>- Promotors Reunion con madres</li> <li>- Albanis Supervision construccion letrinas</li> </ul>	<ul style="list-style-type: none"> <li>- Supervision construccion letrinas</li> </ul>	<ul style="list-style-type: none"> <li>- Se continua la supervision de construccion de letrinas en caso que sea necesario</li> </ul>
<ul style="list-style-type: none"> <li>- Reunion del coaite</li> </ul>	<ul style="list-style-type: none"> <li>- Reunion con la comunidad</li> </ul>	

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PRIMERA JORNADA CONTRA EL COLERA DE LA ESCUELA DE ...

	DIA 2	DIA 3	DIA 4	DIA 5
<b>PRIMERA PARTE DE LA MAÑANA:</b>	<ul style="list-style-type: none"> <li>- Inauguración</li> <li>- Sesión concientizadora:</li> <li style="padding-left: 20px;">- Niños grandes: materiales CARE</li> <li style="padding-left: 20px;">- Niños pequeños: juegos</li> <li>- Casineta de observación</li> <li>- Hacer diario mural con historieta de "Juanita la Gotita"</li> <li>- Sesión de compromisos:               <ul style="list-style-type: none"> <li>- Ritual Higiene Escuela</li> <li>- Formación Brigada</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>- Ritual de higiene (Brigada)</li> <li>- Niños pequeños: recolección y quema de basura y abono</li> <li>- Niños grandes: Rehidratación</li> </ul>	<ul style="list-style-type: none"> <li>- Ritual de higiene (Brigada)</li> <li>- Niños pequeños: Dibujos y diario mural (concurso)</li> <li>- Niños y niñas: Coccción y protección de alimentos</li> </ul>	<ul style="list-style-type: none"> <li>- Ritual de higiene (Brigada)</li> <li>- Todos: eliminación de excretas</li> <li>- Clausura de la semana:               <ul style="list-style-type: none"> <li>- Premios y felicitaciones</li> <li>- Brigada</li> <li>- Premios y diplomas</li> </ul> </li> </ul>
<b>SEGUNDA PARTE DE LA MAÑANA:</b>	<p><b>Acorafinos</b></p> <ul style="list-style-type: none"> <li>- Clases sobre Unidad Diarrea</li> </ul>	<p><b>Acorafinos</b></p> <ul style="list-style-type: none"> <li>- Clases sobre Unidad Diarrea</li> </ul>	<p><b>Acorafinos</b></p> <ul style="list-style-type: none"> <li>- Clases sobre Unidad Diarrea</li> </ul>	<p><b>Acorafinos</b></p> <ul style="list-style-type: none"> <li>- Clases sobre Unidad Diarrea</li> </ul>

TOTAL PROJECT ACTIVITIES

Task Name	Date	Duration	Duration Effort	Elapsed End	Total \$	Costs with amounts	Resources with amounts
TASKNAME	STARTDATE	DURATION	EFFORT	LATEFREEND	TOTLDOLLAR	COSTSAMTS	RESRCANTS
Plan de Capacitacion	05-Aug-91	10.0 days	30.0 days	19-Aug-91	3,443.18		JuanRamon 100%, JulioRanir 100%, GaloPaez 100%
Plan de Construccion	20-Aug-91	13.0 days	23.0 days	09-Sep-91	0.00		Karkawata 77%, JoHarkevic 100%
Contratar Personal	15-Aug-91	10.0 days	7.0 weeks	29-Aug-91	509.51		LauraSec 100%, JorgeBejer 100%, SMarudi 50%, NubiaAdain 100%
Pedir Tuberia	30-Aug-91	40.0 days	1.0 day	29-Oct-91	54,296.00	Pipe 30,000 Meter	CRoesel 3%
Firmar Convenio	09-Aug-91	5.0 days	7.0 days	16-Aug-91	684.69		CRoesel 40%, JorgeBejer 100%
Pedir Vehiculos	15-Aug-91	60.0 days	2.0 days	12-Nov-91	42,000.00	Vehicles 0 Units	CRoesel 3%
Evaluation Inicial	10-Sep-91	5.0 days	98.5 days	17-Sep-91	1,046.21		JuanRamon 100%, GaloPaez 100%, CRoesel 20%, NubiaAdain 100%, JorgeBejer 100%, SMaru
Pedir Bacinetes	01-Oct-91	20.0 days	1.0 day	30-Oct-91	8,911.59	Baccinete 1,600 Units	NubiaAdain 5%
Enlazar Contrapartes	16-Aug-91	3.0 days	11.5 days	21-Aug-91	2,978.61	Loctrainin 10 Person	GaloPaez 100%, JuanRamon 100%, CRoesel 33%, SMarudi 50%, JorgeBejer 100%
Enlazar lideres y mae	21-Aug-91	3.0 days	7.5 days	26-Aug-91	743.76	Contrainin 1 Session	JuanRamon 100%, GaloPaez 100%, JorgeBejer 50%
Capacitar personal no	29-Aug-91	7.0 days	30.0 days	10-Sep-91	1,299.96		JuanRamon 100%, GaloPaez 100%, WGuijarra 100%, JorgeBejer 50%, SMarudi 50%, CRoesel
Organizar Comunidad	17-Sep-91	10.0 days	150.0 days	01-Oct-91	2,181.82		PromotorSo 15 @ 100%
Educuar Comunidad	01-Oct-91	120.0 days	540.0 days	26-Mar-92	17,210.95		PromotorSo 4 @ 25%, JorgeBejer 42%, JuanRamon 83%, GaloPaez 67%, WGuijarra 100%, SMar
Construir Letrina Com	17-Sep-91	100.0 days	130.0 days	26-Mar-92	12,767.27	Iron 300 Bar, Cement 600 Bag, Pipe 600 Meter	Malbaniles 100%, CRoesel 10%, GaloPaez 20%
Supervisar Term. Letr	26-Mar-92	100.0 days	250.0 days	17-Aug-92	466,482.73	Baccinete 15,000 Units, Cement 30,000 Bag, Iron 15,000	Malbaniles 100%, IngeneroSa 100%, PromotorSo 60%, CRoesel 10%
Evaluacion Final	17-Aug-92	5.0 days	32.5 days	24-Aug-92	639.66		GaloPaez 100%, JorgeBejer 50%, JuanRamon 100%, Guadalupe 50%, NubiaAdain 100%, WGui
					613,778.14		

RESOURCE REPORT

Resource Full Name	Notes	Resource/ Cost Type	Hourly Rate	Unit Cost	Unit of Measure
FULLNAME	NOTES	TYPE	RATE	UNITS	UNITOFMEASU
Latrine baccinete		Unit		\$5.00 per Units	Units
		Unit		\$3.50 per Bag	Bag
Community and counterpart train	Community and counterpart training	Unit		\$35.00 per Session	Session
Chris Roesel	Para coordinar, planear, supervisar, controlar, y participar	Resource	37.00	\$296.00 per Day	Day
Galo Paez	Para capacitacion y supervision	Resource	5.57	\$980.00 per Month	Month
Secretaria Oficina Central	Para escribir informes, pedidos de cheques, etc.	Resource	1.45	\$255.00 per Month	Month
Ingenero Sanitario	Para consulta, diseno, y supervision en construccion	Resource	3.38	\$595.00 per Month	Month
Construction iron		Unit		\$15.00 per Bar	Bar
Joseph Narkevic	Consultor para trasladar y logistico	Resource	0.00	\$0.00 per Month	Month
Dr. Jorge Rejerano	Para consulta, representacion, capacitacion, y supervision	Resource	2.32	\$407.82 per Month	Month
Juan Ramon	Para capacitacion y supervision	Resource	2.47	\$435.00 per Month	Month
Dr. Julio Ramirez-de-Arellano	Para diseno de procesos de capacitacion	Resource	35.00	\$280.00 per Day	Day
Dr. Kaz Kawata	Para disenar planes y materiales por area	Resource	0.00	\$0.00 per Day	Day
Secretaria	Secretaria de Los Rios	Resource	1.18	\$267.00 per Month	Month
Local training of staff	Startup training	Unit		\$150.00 per Person	Person
Maestro albaniles	Para demos, supervision, y capacitacion	Resource	1.55	\$272.00 per Month	Month
Nubia	Para pedir materiales, cheques, caja chica, y personal	Resource	1.45	\$255.00 per Month	Month
PVC Pipe for latrines		Unit		\$1.80 per Meter	Meter
Promotores Sociales	Para organizar, educar, capacitar, supervisar, y evaluar	Resource	1.82	\$320.00 per Month	Month
Dr. Sara Marudi	Para capacitar y supervisar	Resource	2.85	\$502.20 per Month	Month
Pick-up and motorcycles		Unit		\$36,000.00 per Units	Units
Washington Guijarra	Para corroborar procesos, capacitar, y supervisar	Resource	2.02	\$355.00 per Month	Month

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COMMUNITY LEVEL ACTIONS

Task Name	Start Date	End Date	Duration	Late Free Start	Late Total Start	Late Free End	Late Total End	Total \$ (EAC)	Notes	Resources with amounts
TASKNAME	STARTDATE	ENDDATE	DURATION	LATEFREEST	LATETOTLST	LATEFREEND	LATETOTLED	TOTLDOLLAR	NOTES	RESOURCES
Organizar	16-Sep-91	16-Sep-91	4.0 hours	16-Sep-91	16-Sep-91	16-Sep-91	16-Sep-91	7.27	Orientar, elegir com.salud, local UROC y operador.	PromotorSo 100%
Educar	18-Sep-91	23-Sep-91	24.0 hours	18-Sep-91	18-Sep-91	23-Sep-91	23-Sep-91	43.64		PromotorSo 100%
Capacitar Comite	16-Sep-91	17-Sep-91	8.0 hours	16-Sep-91	16-Sep-91	17-Sep-91	17-Sep-91	14.55		PromotorSo 100%
Capacitar UROC	25-Sep-91	25-Sep-91	6.0 hours	25-Sep-91	27-Sep-91	25-Sep-91	30-Sep-91	10.91	Capacitar operador de UROC	Malbanil 100%
Letrina Demo	16-Sep-91	23-Sep-91	5.0 days	16-Sep-91	16-Sep-91	23-Sep-91	23-Sep-91	78.97	Construir letrina demostrativa, capacitando aibaniles locals	PromotorSo 100%
Pre-evaluacion	17-Sep-91	18-Sep-91	4.0 hours	17-Sep-91	17-Sep-91	18-Sep-91	18-Sep-91	7.27	Pre-evaluacion de la comunidad	PromotorSo 100%
Post-evaluacion	25-Sep-91	26-Sep-91	4.0 hours	25-Sep-91	30-Sep-91	26-Sep-91	30-Sep-91	7.27	Post-evaluacion de la comunidad	PromotorSo 100%
Seguimiento Practicas	23-Sep-91	25-Sep-91	2.0 days	23-Sep-91	23-Sep-91	25-Sep-91	25-Sep-91	29.09	Seguimiento domiciliaria practicas higiene, TRO, sanitaria	Malbanil 100%
Terminar construccion	23-Sep-91	30-Sep-91	5.0 days	23-Sep-91	23-Sep-91	30-Sep-91	30-Sep-91	1,180.52	Terminar construccion de lo de mas letrinas	PromotorSo 50%
Inspeccion letrinas	26-Sep-91	30-Sep-91	2.0 days	26-Sep-91	26-Sep-91	30-Sep-91	30-Sep-91	14.55		
<b>Total Cost:</b>								<b>1,394.03</b>		

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planning activities of two or more organizations, which would not be considered separate under the preceding sentence, if the recipient believes, and provides a written justification to A.I.D. therefor, that the family planning activities of the organizations are sufficiently distinct as to warrant not imputing the activity of one to the other.

(12) Assistance for family planning may be furnished under this grant by a recipient, subrecipient or sub-subrecipient to a foreign government even though the government includes abortion in its family planning program, provided that no assistance may be furnished in support of the abortion activity of the government and any funds transferred to the government shall be placed in a segregated account to ensure that such funds may not be used to support the abortion activity of the government.

(13) The requirements of this paragraph are not applicable to family planning assistance furnished to a foreign nongovernmental organization which is engaged primarily in providing health services if the objective of the assistance is to finance integrated health care services to mothers and children and birth spacing or family planning is one of several health care services being provided by the organization as part of an integrated system of health service delivery.

(e) The grantee shall insert paragraphs (a), (b), (c), and (e) of this provision in all subsequent subagreements and contracts involving family planning or population activities which will be supported in whole or part from funds under this grant. Paragraph (d) shall be inserted in subagreements and sub-subagreements in accordance with the terms of paragraph (d). The term subagreement means subgrants and subcooperative agreements.

(END OF STANDARD PROVISION)

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(f) Guidance on procedures to safeguard human subjects involved in research is found in Title 45, Part 46, of the Code of Federal Regulations. Compliance with these procedures, except as modified above, is required.

(END OF STANDARD PROVISION)

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GOVERNMENT FURNISHED EXCESS PERSONAL PROPERTY (NOVEMBER 1985)

(This provision applies when personal property is furnished under the grant.)

The policies and procedures of Handbook 16, "Excess Property," and the appropriate provisions of 41 CFR 101-43 apply to the Government furnished excess property under this grant.

(END OF STANDARD PROVISION)

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(ii) The grantee may be directed to sell the property under guidelines provided by the Federal sponsoring agency and pay the Federal Government an amount computed by applying the Federal percentage of participation in the cost of the original program to the proceeds from sale (after deducting actual and reasonable selling and fix-up expenses, if any, from the sales proceeds). When the grantee is authorized or required to sell the property, proper sales procedures shall be established that provide for competition to the extent practicable and result in the highest possible return.

(iii) The grantee may be directed to transfer title to the property to the Federal Government provided that in such cases the grantee shall be entitled to compensation computed by applying the grantee's percentage of participation in the cost of the program to the current fair market value of the property.

(d) Nonexpendable Property:

(1) Nonexpendable personal property means tangible personal property having a useful life of more than two years and an acquisition cost of \$500 or more per unit.

(2) Use of Nonexpendable Personal Property:

(i) The grantee shall use the property in the program for which it was acquired as long as needed, whether or not the program continues to be supported by Federal funds. When no longer needed for the original program, the grantee shall use the property in connection with its other federally sponsored activities in the following order of priority:

(A) Activities sponsored by A.I.D.

(B) Activities sponsored by other Federal agencies.

(ii) Shared use - During the time that nonexempt nonexpendable personal property is held for use on the program for which it was acquired the grantee shall make it available for use on other programs if such other use will not interfere with the work on the program for which the property was originally acquired. First preference for such other use shall be given to other programs sponsored by A.I.D.; second preference shall be given to programs sponsored by other Federal agencies. User charges should be considered if appropriate.

(3) Disposition Of Nonexpendable Personal Property - With A Unit Acquisition Cost Of Less Than \$1,000: The grantee may use the property for other activities without reimbursement to the Federal Government or sell the property and retain the proceeds.

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(2) The grantee shall use the expendable personal property for the authorized purpose of the grant program, as long as it is needed.

(3) If there is a residual inventory of such property exceeding \$1,000 in total aggregate fair market value, upon termination or completion of the grant and the property is not needed for any other federally sponsored program, the grantee shall retain the property for use on nonfederally sponsored activities, or sell it, but must in either case, compensate the Federal Government for its share. The amount of compensation shall be computed in the same manner as nonexpendable personal property.

(f) The grantee's property management standards for nonexpendable personal property shall include the following procedural requirements:

(1) Property records shall be maintained accurately and shall include:

(i) A description of the property.

(ii) Manufacturer's serial number, model number, Federal stock number, national stock number, or other identification number.

(iii) Source of the property, including grant or other agreement number.

(iv) Whether title vests in the grantee or the Federal Government.

(v) Acquisition date and cost.

(vi) Percentage (at the end of the budget year) of Federal participation in the cost of the project or program for which the property was acquired.

(vii) Location, use, and condition of the property and the date the information was reported.

(viii) Unit acquisition cost.

(ix) Ultimate disposition data, including date of disposal and sales price or the method used to determine current fair market value where the grantee compensates A.I.D. for its share.

(2) A physical inventory of property shall be taken and the results reconciled with the property records at least once every two years. Any differences between quantities determined by the physical inspection and those shown in the accounting records shall be investigated to determine the causes of the difference. The grantee shall in connection with the inventory, verify the existence, current utilization, and continued need for the property. The

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TITLE TO AND CARE OF PROPERTY (U.S. GOVERNMENT TITLE) (NOVEMBER 1985)

(This provision is applicable when title to property is vested in the U.S. Government.)

(a) Property, title to which vests in the Government under this grant, whether furnished by the Government or acquired by the grantee, is subject to this provision and is hereinafter collectively referred to as "Government property." Title to Government property shall not be affected by the incorporation or attachment thereof to any property not owned by the Government, nor shall such Government property, or any part thereof, be or become a fixture or lose its identity as personal property by reason of affixation to any real property.

(b) Use of Government Property: Government property shall, unless otherwise provided herein or approved by the grant officer, be used only for the performance of this grant.

(c) Control, Maintenance and Repair of Government Property:

(1) The grantee shall maintain and administer in accordance with sound business practice a program for the maintenance, repair, protection, and preservation of Government property so as to assure its full availability and usefulness for the performance of this grant. The grantee shall take all reasonable steps to comply with all appropriate directions or instructions which the grant officer may prescribe as reasonably necessary for the protection of the Government property.

(2) The grantee shall submit, for review and written approval of the grant officer, a records system for property control and a program for orderly maintenance of Government property; however, if the grantee's property control and maintenance system has been reviewed and approved by another Federal department or agency pursuant to Attachment N of OMB Circular No. A-110, the grantee shall furnish the grant officer proof of such approval in lieu of another approval submission.

(3) Property Control: The property control system shall include but not be limited to the following:

(i) Identification of each item of Government property acquired or furnished under the grant by a serially controlled identification number and by description of item. Each item must be clearly marked "Property of U.S. Government."

(ii) The price of each item of property acquired or furnished under this grant.

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that the grantee shall be responsible for any such loss or damage (including expenses incidental thereto):

(i) Which results from willful misconduct or lack of good faith on the part of any of the grantee's directors or officers, or on the part of any of its managers, superintendents, or other equivalent representatives, who have supervision or direction of all or substantially all of the grantee's business, or all or substantially all of the grantee's operation at any one plant, laboratory, or separate location in which this grant is being performed;

(ii) Which results from a failure on the part of the grantee, due to the willful misconduct or lack of good faith on the part of any of its directors, officers, or other representatives mentioned in (i) above:

(A) to maintain and administer, in accordance with sound business practice, the program for maintenance, repair, protection, and preservation of Government property as required by (i) above, or

(B) to take all reasonable steps to comply with any appropriate written directions of the grant officer under (c) above;

(iii) For which the grantee is otherwise responsible under the express terms designated in the schedule of this grant;

~~(iv) Which results from a risk expressly required to be insured under some other provision of this grant, but only to the extent of the insurance so required to be procured and maintained, or to the extent of insurance actually procured and maintained, whichever is greater; or~~

(v) Which results from a risk which is in fact covered by insurance or for which the grantee is otherwise reimbursed, but only to the extent of such insurance or reimbursement;

(vi) Provided, that, if more than one of the above exceptions shall be applicable in any case, the grantee's liability under any one exception shall not be limited by any other exception.

(2) The grantee shall not be reimbursed for, and shall not include as an item of overhead, the cost of insurance, or any provision for a reserve, covering the risk of loss of or damage to the Government property, except to the extent that the Government may have required the grantee to carry such insurance under any other provision of this grant.

(3) Upon the happening of loss or destruction of or damage to the Government property, the grantee shall notify the grant officer thereof, shall take all reasonable steps to protect the Government property from further damage, separate the damaged and undamaged Government property, put all the

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**TITLE TO AND CARE OF PROPERTY (COOPERATING COUNTRY TITLE) (NOVEMBER 1985)**

(This provision is applicable to property titled in the name of the cooperating country or such public or private agency as the cooperating country government may designate.)

(a) Except as modified by the schedule of this grant, title to all equipment, materials and supplies, the cost of which is reimbursable to the grantee by A.I.D. or by the cooperating country, shall at all times be in the name of the cooperating country or such public or private agency as the cooperating country may designate, unless title to specified types or classes of equipment is reserved to A.I.D. under provisions set forth in the schedule of this grant. All such property shall be under the custody and control of grantee until the owner of title directs otherwise or completion of work under this grant or its termination, at which time custody and control shall be turned over to the owner of title or disposed of in accordance with its instructions. All performance guarantees and warranties obtained from suppliers shall be taken in the name of the title owner.

(b) The grantee shall maintain and administer in accordance with sound business practice a program for the maintenance, repair, protection, and preservation of Government property so as to assure its full availability and usefulness for the performance of this grant. The grantee shall take all reasonable steps to comply with all appropriate directions or instructions which the grant officer may prescribe as reasonably necessary for the protection of the Government property.

(c) The grantee shall prepare and establish a program, to be approved by the appropriate A.I.D. Mission, for the receipt, use, maintenance, protection, custody and care of equipment, materials and supplies for which it has custodial responsibility, including the establishment of reasonable controls to enforce such program. The grantee shall be guided by the following requirements:

(1) Property Control: The property control system shall include but not be limited to the following:

(i) Identification of each item of cooperating country property acquired or furnished under the grant by a serially controlled identification number and by description of item. Each item must be clearly marked "Property of (insert name of cooperating country)."

(ii) The price of each item of property acquired or furnished under this grant.

(iii) The location of each item of property acquired or furnished under this grant.

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(i) Which results from willful misconduct or lack of good faith on the part of any of the grantee's directors or officers, or on the part of any of its managers, superintendents, or other equivalent representatives, who have supervision or direction of all or substantially all of the grantee's business, or all or substantially all of the grantee's operation at any one plant, laboratory, or separate location in which this grant is being performed;

(ii) Which results from a failure on the part of the grantee, due to the willful misconduct or lack of good faith on the part of any of its directors, officers, or other representatives mentioned in (i) above:

(A) to maintain and administer, in accordance with sound business practice, the program for maintenance, repair, protection, and preservation of cooperating country property as required by (i) above, or

(B) to take all reasonable steps to comply with any appropriate written directions of the grant officer under (b) above;

(iii) For which the grantee is otherwise responsible under the express terms designated in the schedule of this grant;

(iv) Which results from a risk expressly required to be insured under some other provision of this grant, but only to the extent of the insurance so required to be procured and maintained, or to the extent of insurance actually procured and maintained, whichever is greater; or

(v) Which results from a risk which is in fact covered by insurance or for which the grantee is otherwise reimbursed, but only to the extent of such insurance or reimbursement;

(vi) Provided, that, if more than one of the above exceptions shall be applicable in any case, the grantee's liability under any one exception shall not be limited by any other exception.

(2) The grantee shall not be reimbursed for, and shall not include as an item of overhead, the cost of insurance, or any provision for a reserve, covering the risk of loss of or damage to the cooperating country property, except to the extent that A.I.D. may have required the grantee to carry such insurance under any other provision of this grant.

(3) Upon the happening of loss or destruction of or damage to the cooperating country property, the grantee shall notify the grant officer thereof, shall take all reasonable steps to protect the cooperating country property from further damage, separate the damaged and undamaged cooperating country property, put all the cooperating country property in the best possible order, and furnish to the grant officer a statement of:

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COST SHARING (MATCHING) (NOVEMBER 1985)

(This provision is applicable when the recipient is required to cost share or provide a matching share.)

(a) For each year (or funding period) under this grant, the grantee agrees to expend from non-Federal funds an amount at least equal to the percentage of the total expenditures under this grant specified in the schedule of the grant. The schedule of this grant may also contain restrictions on the application of cost sharing (matching) funds. The schedule takes precedence over the terms of this provision.

(b) Eligibility of non-Federal funds applied to satisfy cost sharing (matching) requirements under this grant are set forth below:

(1) Charges incurred by the grantee as project costs. Not all charges require cash outlays by the grantee during the project period; examples are depreciation and use charges for buildings and equipment.

(2) Project costs financed with cash contributed or donated to the grantee by other non-Federal public agencies (may include public international organizations or foreign governments) and institutions, and private organizations and individuals, and

~~(3) Project costs represented by services and real and personal property, or use thereof, donated by other non-Federal public agencies and institutions, and private organizations and individuals.~~

(c) All contributions, both cash and in-kind, shall be accepted as part of the grantee's cost sharing (matching) when such contributions meet all of the following criteria:

(1) Are verifiable from the grantee's records;

(2) Are not included as contributions for any other Federally assisted program;

(3) Are necessary and reasonable for proper and efficient accomplishment of project objectives;

(4) Are types of charges that would be allowable under the applicable Federal cost principles;

(5) Are not paid by the Federal Government under another grant or agreement (unless the grant or agreement is authorized by Federal law to be used for cost sharing or matching);

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(B) If the purpose of the grant is to support activities that require the use of equipment, buildings, or land; depreciation or use charges for equipment and buildings may be made. The full value of equipment or other capital assets and fair rental charges for land may be allowed provided that A.I.D. has approved the charges.

(ii) The value of donated property will be determined in accordance with the usual accounting policies of the grantee with the following qualifications:

(A) Land and buildings: The value of donated land and buildings may not exceed its fair market value, at the time of donation to the grantee as established by an independent appraiser; and certified by a responsible official of the grantee.

(B) Nonexpendable personal property: The value of donated nonexpendable personal property shall not exceed the fair market value of equipment and property of the same age and condition at the time of donation.

(C) Use of space: The value of donated space shall not exceed the fair rental value of comparable space as established by an independent appraisal of comparable space and facilities in a privately owned building in the same locality.

~~(D) Borrowed equipment: The value of borrowed equipment shall not exceed its fair rental value.~~

(f) The following requirements pertain to the grantee's supporting records for in-kind contributions from non-Federal third parties:

(1) Volunteer services must be documented and, to the extent feasible, supported by the same methods used by the grantee for its employees.

(2) The basis for determining the valuation for personal services, material, equipment, buildings and land must be documented.

(g) Individual expenditures do not have to be shared or matched provided that the total expenditures incurred during the year (or funding period) are shared or matched in accordance with the agreed upon percentage set forth in the schedule of the grant.

(h) If at the end of any year (or funding period) hereunder, the grantee has expended an amount of non-Federal funds less than the agreed upon percentage of total expenditures, the difference may be applied to reduce the amount of A.I.D. funding the following year (or funding period), or, if this grant has expired or been terminated, the difference shall be refunded to A.I.D.

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USE OF POUCH FACILITIES (NOVEMBER 1985)

(This provision is applicable when activities under the grant will take place outside of the United States.)

(a) Use of diplomatic pouch is controlled by the Department of State. The Department of State has authorized the use of pouch facilities for A.I.D. grantees and their employees as a general policy, as detailed in items (1) through (6) below. However, the final decision regarding use of pouch facilities rest with the Embassy or A.I.D. Mission. In consideration of the use of pouch facilities, the grantee and its employees agree to indemnify and hold harmless, the Department of State and A.I.D. for loss or damage occurring in pouch transmission:

(1) Grantees and their employees are authorized use of the pouch for transmission and receipt of up to a maximum of two pounds per shipment of correspondence and documents needed in the administration of assistance programs.

(2) U.S. citizen employees are authorized use of the pouch for personal mail up to a maximum of one pound per shipment (but see (a)(3) below).

(3) Merchandise, parcels, magazines, or newspapers are not considered to be personal mail for purposes of this standard provision and are not authorized to be sent or received by pouch.

(4) Official and personal mail pursuant to (a)(1) and (2) above sent by pouch should be addressed as follows:

Name of individual or organization (followed by  
letter symbol "G")  
Name of post (USAID/\_\_\_\_\_)  
Agency for International Development  
Washington, D.C. 20523

(5) Mail sent via the diplomatic pouch may not be in violation of U.S. Postal laws and may not contain material ineligible for pouch transmission.

(6) A.I.D. grantee personnel are not authorized use of military postal facilities (APO/FPO). This is an Adjutant General's decision based on existing laws and regulations governing military postal facilities and is being enforced worldwide. Posts having access to APO/FPO facilities and using such for diplomatic pouch dispatch, may, however, accept the grantee's official and personal mail for pouch, provided of course, adequate postage is affixed.

(b) The grantee shall be responsible for advising its employees of this authorization, these guidelines, and limitations on use of pouch facilities.

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CONVERSION OF UNITED STATES DOLLARS TO LOCAL CURRENCY (NOVEMBER 1985)

(This provision is applicable when activities under the grant will take place outside of the United States.)

Upon arrival in the Cooperating Country, and from time to time as appropriate, the grantee's chief of party shall consult with the Mission Director who shall provide, in writing, the procedure the grantee and its employees shall follow in the conversion of United States dollars to local currency. This may include, but is not limited to, the conversion of currency through the cognizant United States Disbursing Officer or Mission Controller, as appropriate.

(END OF STANDARD PROVISION)

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(1) Accurate, current, and complete disclosure for each AID-sponsored project or program in accordance with the reporting requirements of this grant. While AID requires reporting on an accrual basis, the grantee shall not be required to establish an accrual accounting system but shall develop such accrual data for its reports on the basis of an analysis of the documentation on hand.

(2) Records that identify adequately the source and application of funds for AID-sponsored activities. These records shall contain information pertaining to Federal awards, authorizations, obligations, unobligated balances, assets, outlays, and income.

(3) Effective control over and accountability for all funds, property, and other assets. Grantee shall adequately safeguard all such assets and shall ensure that they are used solely for authorized purposes.

(4) Comparison of actual outlays with budget amounts for each grant. Financial information should be related to performance and unit-cost data whenever appropriate.

(5) Procedures to minimize the time elapsing between the transfer of funds from the U.S. Treasury and the disbursement by the recipient, whenever funds are advanced by the Federal Government.

(6) Procedures for determining the reasonableness, allowability, and allocability of costs in accordance with the provisions of the applicable Federal cost principles and the terms of the grant.

(7) Accounting records that are supported by documentation that at a minimum will identify, segregate, accumulate, and record all costs incurred under a grant and which fully disclose (i) the amount and disposition by the grantee of the proceeds of such assistance, (ii) the total cost of the project or undertaking in connection with which such assistance is given or used, (iii) the amount of that portion of the cost of the project or undertaking supplied by other sources, and (iv) such other records as will facilitate an effective audit.

(8) Audits in accordance with the requirements of OMB Circular A-133, "Audits of Institutions of Higher Education and Other Nonprofit Institutions."

(9) A systematic method to ensure timely and appropriate resolution of audit findings and recommendations.

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4. REVISION OF GRANT BUDGET (NOVEMBER 1985)

(a) The approved grant budget is the financial expression of the grantee's program as approved during the grant award process.

(b) The grantee shall immediately request approval from the grant officer when there is reason to believe that within the next 30 calendar days a revision of the approved grant budget will be necessary for the following reasons:

(1) Changes in the scope or the objectives of the program and/or revisions in the funding allocated among program objectives.

(2) The need for additional funding.

(3) The grantee expects the amount of AID authorized funds to exceed its needs by more than \$5,000 or five percent of the AID award, whichever is greater.

(4) The grantee plans to transfer funds budgeted for indirect costs to absorb increases in direct costs or vice versa.

(5) The grantee intends to contract or subgrant any of the substantive programmatic work under this grant, and such contracts or subgrants were not included in the approved grant budget.

(6) The grantee plans to incur an expenditure which would require ~~advance approval in accordance with the applicable Federal cost principles~~ and was not included in the approved grant budget.

(7) The grantee plans to transfer funds allotted for training allowances to other categories of expense.

(c) When requesting approval for budget revisions, the grantee shall use the budget formats that were used in the application unless a letter request will suffice.

(d) Within 30 calendar days from the date of the receipt of the request for budget revisions, the grant officer shall review the request and notify the grantee whether the budget revisions have been approved. If the revisions are still under consideration at the end of 30 calendar days, the grant officer shall inform the grantee in writing of the date when the grantee may expect the decision. The grant officer shall obtain the project officer's clearance on all such requests prior to communication with the grantee.

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(d) Termination Procedures. Upon receipt of and in accordance with a termination notice as specified in either paragraph (a) or (b) above, the grantee shall take immediate action to minimize all expenditures and obligations financed by this grant and shall cancel such unliquidated obligations whenever possible. Except as provided below, no further reimbursement shall be made after the effective date of termination. The grantee shall within 30 calendar days after the effective date of such termination repay to the Government all unexpended AID funds which are not otherwise obligated by a legally binding transaction applicable to this grant. Should the funds paid by the Government to the grantee prior to the effective date of the termination of this grant be insufficient to cover the grantee's obligations in the legally binding transaction, the grantee may submit to the Government within 90 calendar days after the effective date of such termination a written claim covering such obligations. The grant officer shall determine the amount(s) to be paid by the Government to the grantee under such claim in accordance with the applicable cost principles.

6. DISPUTES (November 1989)

(a) Any dispute under this grant shall be decided by the AID grant officer. The grant officer shall furnish the grantee a written copy of the decision.

(b) Decisions of the AID grant officer shall be final unless, within 30 days of receipt of the decision of the grant officer, the grantee ~~appeals the decision to AID's Deputy Assistant to the Administrator for Management Services.~~ Any appeal made under this provision shall be in writing and addressed to the Deputy Assistant to the Administrator for Management Services, Agency for International Development, Washington, D.C. 20523. A copy of the appeal shall be concurrently furnished to the grant officer.

(c) In order to facilitate review on the record by the Deputy Assistant, to the Administrator for Management Services, the grantee shall be given an opportunity to submit written evidence in support of its appeal. No hearing will be provided.

(d) A decision under this provision by the Deputy Assistant to the Administrator for Management Services shall be final.

7. INELIGIBLE COUNTRIES (MAY 1986)

Unless otherwise approved by the AID grant officer, funds will only be expended for assistance to countries eligible for assistance under the Foreign Assistance Act of 1961, as amended, or under acts appropriating funds for foreign assistance.

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9. NONDISCRIMINATION (MAY 1986)

(This provision is applicable when work under the grant is performed in the U.S. or when employees are recruited in the U.S.)

No U.S. citizen or legal resident shall be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity funded by this grant on the basis of race, color, national origin, age, handicap, or sex.

10. U.S OFFICIALS NOT TO BENEFIT (NOVEMBER 1985)

No member of or delegate to the U.S. Congress or resident U.S. Commissioner shall be admitted to any share or part of this grant or to any benefit that may arise therefrom; but this provision shall not be construed to extend to this grant if made with a corporation for its general benefit.

11. NONLIABILITY (NOVEMBER 1985)

AID does not assume liability for any third party claims for damages arising out of this grant.

12. AMENDMENT (NOVEMBER 1985)

The grant may be amended by formal modifications to the basic grant document or by means of an exchange of letters between the grant officer and an appropriate official of the grantee.

13. NOTICES (NOVEMBER 1985)

Any notice given by AID or the grantee shall be sufficient only if in writing and delivered in person, mailed, or cabled as follows:

To the AID grant officer, at the address specified in the grant.

To grantee, at grantee's address shown in the grant or to such other address designated within the grant.

Notices shall be effective when delivered in accordance with this provision, or on the effective date of the notice, whichever is later.

(END OF MANDATORY STANDARD PROVISIONS)



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working days following the close of the month. Grantees shall report all cash advances in the remarks section of SF-272. Those cash advances in excess of immediate disbursement requirements in the hands of subrecipients or the grantee's field organizations shall be supported by short narrative explanations of actions taken by the grantee to reduce the excess balances.

(d) Revocation of the LOC is at the discretion of the authorized LOC certifying officer of M/FM/PAFD after consultation with the grant officer. Notification of revocation must be in writing and must specify the reason for revocation. M/FM/PAFD shall provide the grant officer a copy of the revocation notice and a recommendation for an alternative method of payment (periodic advance or cost reimbursement) based upon the reasons for the revocation. The grant officer shall immediately amend this agreement to provide for an appropriate alternative method of payment. The recipient may appeal any such revocation to the grant officer.

(END OF STANDARD PROVISION)

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\* (f) If at any time, the A.I.D. Controller determines that the grantee has demonstrated an unwillingness or inability to: (1) establish procedures that will minimize the time elapsing between cash advances and the disbursement thereof, (2) timely report cash disbursements and balances as required by the terms of the grant, and (3) impose the same standards of timing of advances and reporting on any subrecipient or any of the grantee's overseas field organizations; the A.I.D. Controller shall advise the grant officer who may suspend or revoke the advance payment procedure. \*

(END OF STANDARD PROVISION)

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AIR TRAVEL AND TRANSPORTATION (NOVEMBER 1985)

(This provision is applicable when any costs for air travel or transportation are included in the budget.)

(a) The grantee is required to present to the project officer for written approval an itinerary for each planned international trip financed by this grant, which shows the name of the traveler, purpose of the trip, origin/destination (and intervening stops), and dates of travel, as far in advance of the proposed travel as possible, but in no event at least three weeks before travel is planned to commence. At least one week prior to commencement of approved international travel, the grantee shall notify the cognizant U.S. Mission or Embassy, with a copy to the project officer, of planned travel, identifying the travelers and the dates and times of arrival.

(b) Travel to certain countries shall, at A.I.D.'s option, be funded from U.S.-owned local currency. When A.I.D. intends to exercise this option, A.I.D. will, after receipt of advice of intent to travel required above, either issue a U.S. Government S.F. 1169, Transportation Request (GTR) which the grantee may exchange for tickets, or A.I.D. will issue the tickets directly. Use of such U.S.-owned currencies will constitute a dollar charge to this grant.

(c) All air travel and shipments under this grant are required to be made on U.S. flag air carriers to the extent service by such carriers is available. A U.S. flag air carrier is defined as an air carrier which has a certificate of public convenience and necessity issued by the U.S. Civil Aeronautics Board authorizing operations between the United States and/or its territories and one or more foreign countries.

(d) Use of foreign air carrier service may be deemed necessary if a U.S. flag air carrier otherwise available cannot provide the foreign air transportation needed, or if use of such service will not accomplish the agency's mission. Travel and transportation on non-free world air carriers are not reimbursable under this grant.

(e) U.S. flag air carrier service is considered available even though:

(1) Comparable or a different kind of service can be provided at less cost by a foreign air carrier;

(2) Foreign air carrier service is preferred by or is more convenient for the agency or traveler; or

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(1) If travel by foreign air carrier would eliminate two or more aircraft changes enroute;

(2) Where one of the two points abroad is the gateway airport (as defined in paragraph (g) of this section) enroute to or from the United States, if the use of a U.S. flag air carrier would extend the time in a travel status by at least six hours more than travel by foreign air carrier including accelerated arrival at the overseas destination or delayed departure from the overseas origin as well as delay at the gateway airport or other interchange point abroad; or

(3) Where the travel is not part of a trip to or from the United States, if the use of a U.S. flag air carrier would extend the time in a travel status by at least six hours more than travel by foreign air carrier including delay at origin, delay enroute and accelerated arrival at destination.

(i) When travel under either paragraph (g) or (h) of this section involves three hours or less between origin and destination by a foreign air carrier, U.S. flag air carrier service will not be considered available when it involves twice such travel time or more.

(j) Nothing in the above guidelines shall preclude and no penalty shall attend the use of a foreign air carrier which provides transportation under an air transport agreement between the United States and a foreign government, the terms of which are consistent with the international aviation policy goals set forth at 49 U.S.C. 1502(b) and provide reciprocal rights and benefits.

(k) Where U.S. Government funds are used to reimburse the grantee's use of other than U.S. flag air carriers for international transportation, the grantee will include a certification on vouchers involving such transportation which is essentially as follows:

"CERTIFICATION OF UNAVAILABILITY OF U.S. FLAG AIR CARRIERS. I hereby certify that the transportation service for personnel (and their personal effects) or property by certificated air carrier was unavailable for the following reason(s)." (State appropriate reason(s) as set forth above).

(1) International Travel

(1) As used herein, the term "international travel" means travel to all countries other than those within the home country of the traveler. Travel outside the United States includes travel to the U.S. Trust Territories of the Pacific Islands.

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**OCEAN SHIPMENT OF GOODS (MAY 1986)**

(This provision is applicable when goods purchased with funds provided under this grant are transported to cooperating countries on ocean vessels.)

(a) At least 50% of the gross tonnage of all goods purchased under this grant and transported to the cooperating countries shall be made on privately owned U.S. flag commercial ocean vessels, to the extent such vessels are available at fair and reasonable rates for such vessels.

(b) At least 50% of the gross freight revenue generated by shipments of goods purchased under this grant and transported to the cooperating countries on dry cargo liners shall be paid to or for the benefit of privately owned U.S. flag commercial ocean vessels to the extent such vessels are available at fair and reasonable rates for such vessels.

(c) When U.S. flag vessels are not available, or their use would result in a significant delay, the grantee may request a determination of non-availability from the A.I.D. Transportation Division, Office of Procurement, Washington, D.C. 20523, giving the basis for the request which will relieve the grantee of the requirement to use U.S. flag vessels for the amount of tonnage included in the determination. Shipments made on non-free world ocean vessels are not reimbursable under this grant.

(d) Vouchers submitted for reimbursement which include ocean shipment costs shall contain a certification essentially as follows:

"I hereby certify that a copy of each ocean bill of lading concerned has been submitted to the U.S. Department of Transportation, Maritime Administration, Division of National Cargo, 400 7th Street, S.W., Washington, D.C. 20590, and that such bills of lading state all of the carrier's charges including the basis for calculation such as weight or cubic measurement."

(e) Shipments by voluntary nonprofit relief agencies (i.e., PVOs) shall be governed by this standard provision and by A.I.D. Regulation 2, "Overseas Shipments of Supplies by Voluntary Nonprofit Relief Agencies" (22 CFR Part 202).

(END OF STANDARD PROVISION)

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(i) Proposed procurement actions shall follow a procedure to assure the avoidance of purchasing unnecessary or duplicative items. Where appropriate, an analysis shall be made of lease and purchase alternatives to determine which would be the most economical practical procurement.

(ii) Solicitations for goods and services shall be based upon a clear and accurate description of the technical requirements for the material, product or service to be procured. Such a description shall not, in competitive procurements, contain features which unduly restrict competition. "Brand-name or equal" descriptions may be used as a means to define the performance of other salient requirements of a procurement and when so used the specific features of the named brand which must be met by bidders/offerors shall be clearly specified.

(iii) Positive efforts shall be made by the recipients to utilize small business and minority-owned business sources of supplies and services. Such efforts should allow these sources the maximum feasible opportunity to compete for contracts utilizing A.I.D. funds. To permit A.I.D., in accordance with the small business provisions of the Foreign Assistance Act of 1961, as amended, to give United States small business firms an opportunity to participate in supplying commodities and services procured under this grant, the grantee shall to the maximum extent possible provide the following information to the Office of Small Disadvantaged Business Utilization, A.I.D., Washington, D.C. 20523, at least 45 days prior (except where a shorter time is requested of and granted by the Office of Small and Disadvantaged Business Utilization) to placing any order or contract in excess of \$25,000:

- (A) Brief general description and quantity of goods or services;
- (B) Closing date for receiving quotations, proposals, or bids; and
- (C) Address where solicitations or specifications can be obtained.

(iv) The type of procuring instruments used, e.g. fixed price contracts, cost reimbursable contracts, purchase orders, incentive contracts, shall be determined by the recipient but must be appropriate for the particular procurement and for promoting the best interest of the program involved. The "cost-plus-a-percentage-of-cost" method of contracting shall not be used.

(v) Contracts shall be made only with responsible contractors who possess the potential ability to perform successfully under the terms and conditions of a proposed procurement. Consideration shall be given to such matters as contractor integrity, record of past performance, financial and technical resources or accessibility to other necessary resources.

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(3) In all contracts for construction or facility improvement awarded for more than \$100,000, recipients shall observe generally accepted bonding requirements.

(4) All contracts awarded by the grantee or subgrantee to be performed in the United States having a value of more than \$10,000, shall contain a provision requiring compliance with Executive Order 11246, entitled "Equal Employment Opportunity," as amended, and as supplemented in Department of Labor Regulations (41 CFR, Part 60).

(5) All contracts and subgrants in excess of \$2,000 for construction or repair to be performed in the United States awarded by the grantee or subgrantee shall include a provision for compliance with the Copeland "Anti-Kick Back" Act (18 U.S.C. 874) as supplemented in Department of Labor Regulations (29 CFR, Part 3). This Act provides that each contractor or subgrantee shall be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which that individual is otherwise entitled. The grantee shall report all suspected or reported violations to A.I.D.

(6) When required by the Federal program legislation, all construction contracts to be performed in the United States awarded by the grantee or subgrantee of more than \$2,000 shall include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 276a to a-7) as supplemented by Department of Labor Regulations (29 CFR, Part 5). Under this Act, contractors shall be required to pay wages to laborers and mechanics at a rate not less than the minimum wages specified in a wage determination made by the Secretary of Labor. In addition, contractors shall be required to pay wages not less than once a week. The grantee shall place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation and the award of a contract shall be conditioned upon the acceptance of the wage determination. The grantee shall report all suspected or reported violations, to A.I.D.

(7) Where applicable, all contracts awarded by the grantee or subgrantees in excess of \$2,000 for construction contracts to be performed in the United States and its territories and in excess of \$2,500 for other contracts that involve the employment of mechanics or laborers, shall include a provision for compliance with sections 103 and 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C. 327-330) as supplemented by Department of Labor Regulations (29 CFR, Part 5). Under section 103 of the Act, each contractor shall be required to compute the wages of every mechanic and laborer on the basis of a standard work day of 8 hours and a standard workweek of 40 hours. Work in excess of the standard workday or workweek is permissible provided that the worker is compensated at a rate of not less than 1 1/2 times the basic rate of pay for all hours worked in excess of 8 hours in

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A.I.D. ELIGIBILITY RULES FOR GOODS AND SERVICES (NOVEMBER 1985)

(This provision is applicable when goods or services are procured under the grant.)

(a) Ineligible and Restricted Goods and Services: If A.I.D. determines that the grantee has procured any of the restricted or ineligible goods and services specified below, or has procured goods and services from unauthorized sources, and has received reimbursement for such purpose without the prior written authorization of the grant officer, the grantee agrees to refund to A.I.D. the entire amount of the reimbursement. A.I.D.'s policy on ineligible and restricted goods and services is contained in Chapter 4 of A.I.D. Handbook 1, Supplement B, entitled "Procurement Policies".

(1) Ineligible Goods and Services. Under no circumstances shall the grantee procure any of the following under this grant:

- (i) Military equipment,
- (ii) Surveillance equipment,
- ~~(iii) Commodities and services for support of police or other law enforcement activities,~~
- (iv) Abortion equipment and services,
- (v) Luxury goods and gambling equipment, or
- (vi) Weather modification equipment.

(2) Ineligible Suppliers. Funds provided under this grant shall not be used to procure any goods or services furnished by any firms or individuals whose name appears on the A.I.D. Consolidated List of Debarred, Suspended, and Ineligible Awardees under A.I.D. Regulation 8, entitled "Debarment, Suspension and Ineligibility" (22 CFR 208). A.I.D. will provide the grantee with a copy of this list upon request.

(3) Restricted Goods. The grantee shall not procure any of the following goods and services without the prior written authorization of the grant officer:

- (i) Agricultural commodities,
- (ii) Motor vehicles,
- (iii) Pharmaceuticals,
- (iv) Pesticides,
- (v) Rubber compounding chemicals and plasticizers,
- (vi) Used equipment,
- (vii) U.S. Government-owned excess property, or
- (viii) Fertilizer.

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recipient shall not be liable to A.I.D. for a refund in the event the subrecipient's certification is false unless the recipient knew the certification to be false or misrepresented to A.I.D. the efforts made by the recipient to verify the validity of the certification.

(8) It is understood that A.I.D. also may make independent inquiries, in the community served by a subrecipient or sub-subrecipient, regarding whether it performs or actively promotes abortion as a method of family planning.

(9) A subrecipient must provide the certification required under subparagraph (3) and a sub-subrecipient must provide the certification required under subparagraph (4)(vi) each time a new agreement is executed with the subrecipient or sub-subrecipient furnishing assistance for family planning under the grant.

(10) The following definitions apply for purposes of this paragraph (d):

(i) Abortion is a method of family planning when it is for the purpose of spacing births. This includes, but is not limited to, abortions performed for the physical or mental health of the mother but does not include abortions performed if the life of the mother would be endangered if the fetus were carried to term or abortions performed following rape or incest (since abortion under these circumstances is not a family planning act).

(ii) To perform abortions means to operate a facility where abortions are performed as a method of family planning. Excluded from this definition are clinics or hospitals which do not include abortion in their family planning programs.

(iii) To actively promote abortion means for an organization to commit resources, financial or other, in a substantial or continuing effort to increase the availability or use of abortion as a method of family planning.

(A) This includes, but is not limited to, the following:

(I) Operating a family planning counseling service that includes, as part of the regular program, providing advice and information regarding the benefits and availability of abortion as a method of family planning;

(II) Providing advice that abortion is an available option in the event other methods of family planning are not used or are not successful or encouraging women to consider abortion (passively responding to a question regarding where a safe, legal abortion may be obtained is not considered active promotion if the question is specifically asked by a woman who is already pregnant, the woman clearly states that she has already decided

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APPENDIX 4C  
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MANDATORY STANDARD PROVISIONS FOR  
U.S., NONGOVERNMENTAL GRANTEE<sup>1</sup>

INDEX OF  
MANDATORY STANDARD PROVISIONS

- |   |   |
|---|---|
| <ul style="list-style-type: none"> <li>1. Allowable Costs</li> <li>2. Accounting, Audit, and Records</li> <li>3. Refunds</li> <li>4. Revision of Grant Budget</li> <li>5. Termination and Suspension</li> <li>6. Disputes</li> <li>7. Ineligible Countries</li> </ul> | <ul style="list-style-type: none"> <li>8. Debarment, Suspension, and other Responsibility Matters</li> <li>9. Nondiscrimination</li> <li>10. U.S. Officials Not to Benefit</li> <li>11. Nonliability</li> <li>12. Amendment</li> <li>13. Notices</li> </ul> |
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1. ALLOWABLE COSTS (NOVEMBER 1985)

The grantee shall be reimbursed for costs incurred in carrying out the purposes of this grant which are determined by the grant officer to be reasonable, allocable, and allowable in accordance with the terms of this grant, any negotiated advance understanding on particular cost items, and the applicable\* cost principles in effect on the date of this grant.

\* NOTE: For Educational Institutions use OMB Circular A-21; for all other non-profits use OMB Circular A-122; and for profit making firms use FAR 31.2. and AIDAR 731.2.

\* 2. ACCOUNTING, AUDIT, AND RECORDS (SEPTEMBER 1990) \*

(a) The grantee shall maintain books, records, documents, and other evidence in accordance with the grantee's usual accounting procedures to sufficiently substantiate charges to the grant. The grantee's financial management system shall provide for the following:

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<sup>1</sup>When these Standard Provisions are used for cooperative agreements, the following terms apply: "Grantee" means "Recipient," "Grant" means "Cooperative Agreement," and "AID Grant Officer" means "AID Agreement Officer."

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(b) The grantee shall preserve and make available such records for examination and audit by AID and the Comptroller General of the United States, or their authorized representatives:

(1) until the expiration of three years from the date of termination of the grant;

(2) for such longer period, if any, as is required to complete an audit to resolve all questions concerning expenditures unless written approval has been obtained from the grant officer to dispose of the records. AID follows generally accepted accounting practices in determining that there has been proper accounting and use of grant funds. The grantee agrees to make available any further information requested by AID with respect to any questions arising as a result of the audit; and

(3) If any litigation, claim, or audit is started before the expiration of the three year period, the records shall be retained until all litigations, claims or audit findings involving the records have been resolved.

(c) The grantee shall require subrecipients to adopt the standards in paragraphs (a) and (b) above except that portion of subparagraph (a) 1 that would require specific financial reporting forms and frequencies in accordance with the payment provisions of the grant.

\* 3. REFUNDS (SEPTEMBER 1990)

(a) The grantee shall remit to AID all interest earned on funds provided by AID at least quarterly, except that interest amounts up to \$100 per year may be retained by the grantee for administrative expense.

(b) Funds obligated by AID but not disbursed to the grantee at the time the grant expires or is terminated shall revert to AID, except for such funds encumbered by the grantee by a legally binding transaction applicable to this grant. Any funds advanced to but not expended by the grantee and not encumbered by a legally binding transaction applicable to this grant at the time of expiration or termination of the grant shall be refunded to AID

(c) AID reserves the right to require refund by the grantee of any amount which AID determines to have been expended for purposes not in accordance with the terms and conditions of this grant, including but not limited to costs which are not allowable in accordance with the applicable Federal cost principles or other terms and conditions of this grant. In the event that a final audit has not been performed prior to the closeout of this grant, AID retains the refund right until all claims which may result from the final audit have been resolved between AID and the grantee. \*

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(e) If the requested budget revision requires the obligation of additional funding, and, if after notification pursuant to this standard provision, AID determines not to provide additional funds, the AID grant officer will, upon written request of the grantee, terminate this grant pursuant to the standard provision of this grant, entitled "Termination and Suspension."

(f) Except as required by other provisions of this grant specifically stated to be an exception from this provision, the Government shall not be obligated to reimburse the grantee for costs incurred in excess of the total amount obligated under the grant. The grantee shall not be obligated to continue performance under the grant (including actions under the "Termination and Suspension" provision) or otherwise to incur costs in excess of the amount obligated under the grant, unless and until the grant officer has notified the grantee in writing that such obligated amount has been increased and has specified in such notice the new obligated grant total amount.

5. TERMINATION AND SUSPENSION (MAY 1986)

(a) For Cause. This grant may be terminated for cause at any time, in whole or in part, by the grant officer upon written notice to the grantee, whenever it is determined that the grantee has failed to comply with the conditions of the grant.

(b) For Convenience. This grant may be terminated for convenience at any time by either party, in whole or in part, if both parties agree that the continuation of the grant would not produce beneficial results commensurate with the further expenditure of funds. Both parties shall agree upon termination conditions, including the effective date and, in the case of partial terminations, the portion to be terminated. The agreement to terminate shall be set forth in a letter from the grant officer to the grantee.

(c) Suspension: Termination for Changed Circumstances. If at any time, AID determines that continuation of funding for a program should be suspended or terminated because such assistance is not in the national interest of the United States or that it would be in violation of an applicable law, then AID may, following notice to the grantee, suspend this grant and prohibit the grantee from incurring additional obligations chargeable to this grant other than necessary and proper costs in accordance with the terms of this grant during the period of suspension. If the situation causing the suspension continues for 60 days or more, then AID may terminate this grant on written notice to the grantee and cancel that portion of this grant which has not been disbursed or irrevocably committed to third parties.

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8. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS (MARCH 1989)

(1) The grantee certifies to the best of its knowledge and belief, that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;

(b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

(d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.

~~(2) The grantee agrees that, unless authorized by the Grant Officer, it will not knowingly enter into any subagreements or contracts under this grant with a person or entity that is included on the "Lists of Parties Excluded from Federal Procurement or Nonprocurement Programs". The grantee further agrees to include the following provision in any subagreements or contracts entered into under this grant:~~

DEBARMENT, SUSPENSION, INELIGIBILITY, AND VOLUNTARY EXCLUSION (MARCH 1989)

The recipient/contractor certifies that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

(3) The policies and procedures applicable to debarment, suspension and ineligibility under AID-financed transactions are set forth in 22 CFR Part 208.

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**OPTIONAL STANDARD PROVISIONS FOR  
U.S., NONGOVERNMENTAL GRANTEES**

The following standard provisions are required to be used when applicable. Applicability statements are contained in the parenthetical statement preceding the standard provision. When a standard provision is determined to be applicable in accordance with the applicability statement, the use of such standard provision is mandatory unless a deviation has been approved in accordance with Paragraph 1E of Chapter 1 of Handbook 13. Each grant is required to have a payment provision. Check off the optional standard provisions which are included in the grant. Only those standard provisions which have been checked off are included physically within this grant.

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|---|-------|
| 1. Payment - Letter of Credit                                 | _____ |
| 2. Payment - Periodic Advance                                 | _____ |
| 3. Payment - Cost Reimbursement                               | _____ |
| 4. Air Travel and Transportation                              | _____ |
| 5. Ocean Shipment of Goods                                    | _____ |
| 6. Procurement of Goods and Services                          | _____ |
| 7. AID Eligibility Rules for Goods and Services               | _____ |
| 8. Subagreements  | _____ |
| 9. Local Cost Financing                                       | _____ |
| 10. Patent Rights   | _____ |
| 11. Publications  | _____ |
| 12. Negotiated Indirect Cost Rates - Predetermined            | _____ |
| 13. Negotiated Indirect Cost Rates - Provisional              | _____ |
| 14. Regulations Governing Employees                           | _____ |
| 15. Participant Training                                      | _____ |
| 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)              | _____ |
| 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                                   | _____ |
| 25. Conversion of United States Dollars to Local Currency     | _____ |

(INCLUDE THIS PAGE IN THE GRANT)

(Appendix Continues on Page 4C-9)

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Payment - Letter of Credit (NOVEMBER 1985)

(This provision is applicable only when the following conditions are met: (i) the total advances under all the grantee's cost-reimbursement contracts and assistance instruments with A.I.D. exceed \$120,000 per annum, (ii) A.I.D. has, or expects to have, a continuing relationship with the grantee for at least one year; (iii) the grantee has the ability to maintain procedures that will minimize the time-elapsing between the transfer of funds and the disbursement thereof; (iv) the grantee's financial management system meets the standards for fund control and accountability required under the standard provision of this grant, entitled "Accounting, Audit, and Records" and, either (v) the foreign currency portion of the total advance under this grant is less than 50% or (vi) the foreign currency portion of the total advance under this grant is more than 50% but more than one foreign currency country is involved.)

(a) Payment under this grant shall be by means of a Letter of Credit (LOC) in accordance with the terms and conditions of the LOC and any instructions issued by A.I.D.'s Office of Financial Management, Program Accounting and Finance Division (M/FM/PAFD).

(b) As long as the LOC is in effect, the terms and conditions of the LOC and ~~any instructions issued by M/FM/PAFD~~ constitute payment conditions of this grant, superseding and taking precedence over any other provision of this grant concerning payment.

(c) Reporting:

(1) A "Financial Status Report" SF-269, shall be prepared on an accrual basis and submitted quarterly no later than 30 days after the end of the period, in an original and two copies to A.I.D./M/FM/PAFD, Washington, D.C. 20523. If the grantee's accounting records are not normally kept on the accrual basis, the grantee shall not be required to convert its accounting system, but shall develop such accrual information through best estimates based on an analysis of the documentation on hand. The final report must be submitted within 90 days after the conclusion of the grant to M/FM/PAFD. In cases where grants are Mission funded, the Grantee will forward an information copy to the A.I.D. Mission accounting station at the same time the original and one copy are mailed to M/FM/PAFD, A.I.D./Washington.

(2) The grantee shall submit an original and one copy of SF-272, "Federal Cash Transactions Report," within 15 working days following the end of each quarter to M/FM/PAFD. Grantees receiving advances totaling more than \$1 million per year shall submit the SF-272 on a monthly basis within 15

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PAYMENT - PERIODIC ADVANCE (JANUARY 1988)

(This provision is applicable when the conditions for use of letter of credit cannot be met (including those pertaining to mixed dollar and local currency advances) and when the grantee meets the requirements of paragraph 1.0.6 of Handbook 13.)

(a) Periodic advances shall be limited to the minimum amounts needed to meet current disbursement needs and shall be scheduled so that the funds are available to the grantee as close as is administratively feasible to the actual disbursements by the grantee for program costs. Cash advances made by the grantee to secondary recipient organizations or the grantee's field organizations shall conform substantially to the same standards of timing and amount as apply to cash advances by A.I.D. to the grantee.

(b) Grantees shall maintain advances in interest bearing accounts. Advances of A.I.D. funds to subgrantees shall be maintained in interest bearing accounts.

(c) Grantees shall submit requests for advances at least monthly on SF-270, "Request for Advance or Reimbursement," in an original and two copies, to the address specified in the Schedule of this grant.

(d) The grantee shall submit one copy of SF-272, "Federal Cash Transactions Report," 15 working days following the end of each quarter to the payment office address specified in the schedule. Grantees receiving advances totaling more than \$1 million per year shall submit SF-272 on a monthly basis within 15 working days following the close of the month. Grantees shall report in the Remarks section of SF-272 the amount of cash advances in excess of thirty days requirement in the hands of subrecipients or the grantee's overseas field organizations and shall provide short narrative explanations of actions taken by the grantee to reduce the excess balances.

(e) A "Financial Status Report," SF-269, shall be prepared on an accrual basis by the grantee and submitted quarterly no later than 30 days after the end of the period in an original and two copies to the payment office specified in the schedule. If the grantee's accounting records are not normally kept on the accrual basis, the grantee shall not be required to convert its accounting system, but shall develop such accrual information through best estimates based on an analysis of the documentation on hand. The final SF-269 must be submitted to the payment office within 90 days after the conclusion of the grant. \*

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PAYMENT - COST REIMBURSEMENT (NOVEMBER 1985)

(This provision is applicable to grants for construction, or to grants where the grantee does not meet the conditions for either a letter of credit or periodic advance payment.)

- (a) At the end of each month of this grant, the grantee shall submit an original and two copies of SF-270, "Request for Advance or Reimbursement," to the payment office address specified in the schedule of this grant.
- (b) A final SF-270, shall be submitted within 60 days after the conclusion of the grant to the payment office.
- (c) The reports will be prepared on a cash basis. However, if the grantee's accounting records are not normally kept on a cash basis, the grantee shall not be required to convert its accounting system to meet this requirement.
- (d) Assignment of Claims (otherwise known as assignment of proceeds) is authorized under this grant and will be processed by the payment office.

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(END OF STANDARD PROVISION)

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(3) Service by a foreign air carrier can be paid for in excess foreign currency, unless U.S. flag air carriers decline to accept excess or near excess foreign currencies for transportation payable only out of such monies.

(f) Except as provided in paragraph (b) of this section, U.S. flag air carrier service must be used for all Government-financed commercial foreign air travel if service provided by such carriers is available. In determining availability of a U.S. flag air carrier, the following scheduling principles should be followed unless their application results in the last or first leg of travel to or from the United States being performed by foreign air carrier:

(1) U.S. flag air carrier service available at point of origin should be used to destination or in the absence of direct or through service to the farthest interchange point on a usually traveled route;

(2) Where an origin or interchange point is not served by U.S. flag air carrier, foreign air carrier service should be used only to the nearest interchange point on a usually traveled route to connect with U.S. flag air carrier service; or

(3) Where a U.S. flag air carrier involuntarily reroutes the traveler via a foreign air carrier the foreign air carrier may be used notwithstanding the availability of alternative U.S. flag air carrier service.

(g) For travel between a gateway airport in the United States (the last U.S. airport from which the traveler's flight departs or the first U.S. airport at which the traveler's flight arrives) and a gateway airport abroad (that airport from which the traveler last embarks enroute to the U.S. or at which the traveler first debarks incident to travel from the U.S.), passenger service by U.S. flag air carrier will not be considered available:

(1) Where the gateway airport abroad is the traveler's origin or destination airport, and the use of U.S. flag air carrier service would extend the time in a travel status, including delay at origin and accelerated arrival at destination, by at least 24 hours more than travel by foreign air carrier:

(2) Where the gateway airport abroad is an interchange point, and the use of U.S. flag air carrier service would require the traveler to wait six hours or more to make connections at that point, or delayed departure from or accelerated arrival at the gateway airport in the U.S. would extend the time in a travel status by at least six hours more than travel by foreign air carrier.

(h) For travel between two points outside the U.S. the rules in paragraphs (d) through (f) of this section will be applicable, but passenger service by U.S. flag air carrier will not be considered to be reasonably available:

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(2) The grantee will be reimbursed for travel and the reasonable cost of subsistence, post differentials and other allowances paid to employees in an international travel status in accordance with the grantee's established policies and practices which are uniformly applied to federally financed and other activities of the grantee. The standard for determining the reasonableness of reimbursement for overseas allowance is the Standardized Regulations (Government Civilians, Foreign Areas), published by the U.S. Department of State, as from time to time amended. The most current subsistence, post differentials, and other allowances may be obtained from the grant officer.

(m) This provision will be included in all subgrants and contracts which require air travel and transportation under this grant.

(END OF STANDARD PROVISION)

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PROCUREMENT OF GOODS AND SERVICES (NOVEMBER 1985)

(This provision is applicable when goods or services are procured under the grant.)

The grantee may use its own procurement policies and practices for the procurement of goods and services under this grant, provided they conform to all of A.I.D.'s requirements listed below and the standard provision entitled "A.I.D. Eligibility Rules for Goods and Services."

(a) General Requirements:

(1) The recipient shall maintain a code or standards of conduct that shall govern the performance of its officers, employees or agents engaged in the awarding and administration of contracts using A.I.D. funds. No employee, officer or agent shall participate in the selection, award or administration of a contract in which A.I.D. funds are used, where, to that individual's knowledge, the individual or the individual's immediate family, partners, or organization in which the individual or the individual's immediate family or partners has a financial interest or with whom that individual is negotiating or has any arrangement concerning prospective employment. The recipients' officers, employees or agents shall neither solicit nor accept gratuities, favors or anything of monetary value from contractors or potential contractors. Such standards shall provide for disciplinary actions to be applied for violations of such standards by the recipients' officers, employees or agents.

(2) All procurement transactions shall be conducted in a manner to provide, to the maximum extent practical, open and free competition. The recipient should be alert to organizational conflicts of interest or noncompetitive practices among contractors that may restrict or eliminate competition or otherwise restrain trade. In order to ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work, invitations for bids and/or requests for proposals should be excluded from competing for such procurements. Awards shall be made to the bidder/offeror whose bid/offer is responsive/responsible to the solicitation and is most advantageous to the recipient, price and other factors considered. Solicitations shall clearly set forth all requirements that the bidder/offeror must fulfill in order to be evaluated by the recipient. Any and all bids/offers may be rejected when it is in the recipient's interest to do so.

(3) All grantees shall establish procurement procedures that provide for, at a minimum, the following procedural requirements:

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(vi) All proposed sole source contracts or where only one bid or proposal is received in which the aggregate expenditure is expected to exceed \$5,000 shall be subject to prior approval by an appropriate official within the grantee's organization.

(vii) Some form of price or cost analysis should be made in connection with every procurement action. Price analysis may be accomplished in various ways, including the comparison of price quotations submitted, market prices and similar indicia, together with discounts. Cost analysis is the review and evaluation of each element of cost to determine reasonableness, allocability and allowability.

(viii) Procurement records and files for purchases in excess of \$10,000 shall include the following:

- (A) Basis for contractor selection;
- (B) Justification for lack of competition when competitive bids or offers are not obtained;
- (C) Basis for award cost or price.

(ix) A system for contract administration shall be maintained to ensure contractor conformance with terms, conditions and specifications of the contract, and to ensure adequate and timely followup of all purchases.

(b) Each contract shall contain, in addition to provisions to define a sound and complete contract, the following contract provisions, if applicable, as well as any provision within this grant which requires such inclusion of that provision. Whenever a provision is required to be inserted in a contract under this grant, the grantee shall insert a statement in the contract that in all instances where the U.S. Government or A.I.D. is mentioned the grantee's name shall be substituted.

(1) Contracts in excess of \$10,000 shall contain contractual provisions or conditions that will allow for administrative, contractual or legal remedies in instances in which contractors violate or breach contract terms, and provide for such remedial actions as may be appropriate.

(2) All contracts in excess of \$10,000 shall contain suitable provisions for termination by the recipient including the manner by which termination will be effected and the basis for settlement. In addition, such contracts shall describe conditions under which the contract may be terminated for default as well as conditions where the contract may be terminated because of circumstances beyond the control of the contractor.

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any calendar day or 40 hours in the workweek. Section 107 of the Act is applicable to construction work and provides that no laborer or mechanic shall be required to work in surroundings or under working conditions that are unsanitary, hazardous, or dangerous to the worker's health and safety as determined under construction safety and health standards promulgated by the Secretary of Labor. These requirements do not apply to the purchases of supplies of materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence. -

(8) Contracts, the principal purpose of which is to create, develop or improve products, processes or methods; or for exploration into fields that directly concern public health, safety or welfare; or contracts in the fields of science or technology in which there has been little significant experience outside of work funded by Federal assistance, shall contain a notice to the effect that matters regarding rights to inventions and materials generated under the contract are subject to the regulations included in these grant provisions. The contractor shall be advised as to the source of additional information regarding these matters.

(9) All negotiated contracts over \$10,000 awarded by the grantee shall include a provision to the effect that the grantee, A.I.D., the Comptroller General of the United States, or any of their duly authorized representatives, shall have access to any books, documents, papers and records of the contractor which are directly pertinent to the specific program for the purpose of making audits, examinations, excerpts and transcriptions.

(10) Contracts in excess of \$100,000 to be performed in the United States shall contain a provision that requires the contractor to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act of 1970 (42 U.S.C. 7401) and the Federal Water Pollution Control Act (40 CFR 15) as amended. Violations shall be reported to A.I.D. and the Regional Office of the Environmental Protection Agency.

(11) Contracts which require performance outside the United States shall contain a provision requiring Workmen's Compensation Insurance (42 U.S.C. 1651, et seq.). As a general rule, Department of Labor waivers will be obtained for persons employed outside the United States who are not United States citizens or residents provided adequate protection will be given such persons. The grantee should refer questions on this subject to the A.I.D. grant officer.

(END OF STANDARD PROVISION)

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(b) Source, Origin, and Nationality: The eligibility rules for goods and services are based on source, origin, and nationality and are divided into two categories. One applies when the total procurement during the life of the grant is over \$250,000 and the other applies when the total procurement element during the life of the grant is not over \$250,000. The total procurement element includes procurement of all goods (e.g., equipment, materials, supplies) and services. Guidance on the eligibility of specific goods or services may be obtained from the grant officer. A.I.D. policies and definitions on source, origin, and nationality are contained in Chapters 4 and 5 of A.I.D. Handbook 1, Supplement B, entitled "Procurement Policies".

(1) When the total procurement element during the life of this grant is valued at \$250,000 or less, the following rules apply:

(i) All goods and services, the costs of which are to be reimbursed under this grant and which will be financed with U. S. dollars, shall be purchased in and shipped from only "Special Free World" countries (i.e., A.I.D. Geographic Code 935) in accordance with the following order of preference:

- (A) The United States (A.I.D. Geographic code 000),
- (B) The Cooperating Country,
- (C) "Selected Free World" countries (A.I.D. Geographic Code 941), and
- (D) "Special Free World" countries (A.I.D. Geographic Code 935).

(ii) Application of Order of Preference: When the grantee procures goods and services from other than U.S. sources, under the order of preference in paragraph b(1)(i) above, the grantee shall document its files to justify each such instance. The documentation shall set forth the circumstances surrounding the procurement and shall be based on one or more of the following reasons, which will be set forth in the grantee's documentation:

- (A) The procurement was of an emergency nature, which would not allow for the delay attendant to soliciting U.S. sources,
- (B) The price differential for procurement from U.S. sources exceeded by 50% or more the delivered price from the non-U.S. source,
- (C) Impelling local political considerations precluded consideration of U.S. sources,
- (D) The goods or services were not available from U.S. sources, or

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have attained a competitive capability in international markets for construction services or engineering services." In order to insure eligibility of a Code 941 contractor for construction or engineering services, the grantee shall obtain the grant officer's prior approval for any such contract.

(END OF STANDARD PROVISION)

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\* LOCAL COST FINANCING (NOVEMBER 1988)

(This provision applies only when local costs are authorized by the grant, and must be used with the standard provision entitled "Procurement of Goods and Services.")

(a) Costs qualifying as local costs are eligible for financing under the grant in accordance with the terms of this standard provision. Local costs are defined as (1) indigenous goods, (2) imported shelf items, and (3) services provided by suppliers meeting the requirements contained in subparagraph (b). Indigenous goods are those that have been mined, grown or produced in the cooperating country through manufacture, processing or assembly. In the case of produced goods containing imported components, to qualify as indigenous a commercially recognized new commodity must result that is substantially different in basic characteristics or in purpose or utility from its components. Imported items are eligible for financing under the following situations: (1) Imported items available in the cooperating country which otherwise meet the source/origin requirements of the grant may be financed in unlimited quantities, regardless of dollar value, up to the total amount available for local procurement under the terms of the grant agreement. (2) Imported items from Geographic Code 941 countries which are available in the cooperating country can be funded in unlimited quantities, regardless of dollar value, up to the total amount available for local procurement under the terms of the grant. (3) Imported items from any Free World country which are available locally, or imported specifically for the grant, may be financed if the cost of the transaction, excluding the cost of the transportation, does not exceed the local currency equivalent of \$5,000. \*

(b) To qualify as local costs, goods and services must also meet the following additional requirements:

- (1) They must be paid for in local currency.
- (2) The supplier must be located in the cooperating country and must be of cooperating country nationality as defined in AID Handbook 18, Chapter 5.
- (3) Any component from a country not included in AID geographic code 935 renders a commodity ineligible for financing.

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PATENT RIGHTS (NOVEMBER 1985)

(This provision is applicable whenever patentable processes or practices are financed by the grant.)

(a) Definitions.

(1) Invention means any invention or discovery which is or may be patentable or otherwise protectable under Title 35 of the United States Code.

(2) Subject invention means any invention of the recipient conceived or first actually reduced to practice in the performance of work under this agreement.

(3) Practical application means to manufacture in the case of a composition or product, to practice in the case of a process or method, or to operate in the case of a machine or system; and, in each case, under such conditions as to establish that the invention is being utilized and that its benefits are, to the extent permitted by law or Government regulations, available to the public on reasonable terms.

(4) Made when used in relation to any invention means the conception or first actual reduction to practice of such invention.

(5) Small business firm means a domestic small business concern as defined at Section 2 of Public Law 85-536 (15 U.S.C. 632) and implementing regulations of the Administrator of the Small Business Administration. For the purpose of this clause, the size standards for small business concerns involved in Government procurement and subcontracting at 13 CFR 121.3-8 and 13 CFR 121.3-12, respectively, shall be used.

(6) Nonprofit organization means a domestic university or other institution of higher education or an organization of the type described in Section 501(c)(3) of the Internal Revenue Code of 1954 (26 U.S.C. 501(c)) and exempt from taxation under Section 501(a) of the Internal Revenue Code (26 U.S.C. 501(a)) or any domestic nonprofit scientific or any educational organization qualified under a state nonprofit organization statute.

(b) Allocation of Principal Rights: The recipient may retain the entire right, title, and interest throughout the world to each subject invention subject to the provisions of this clause and 35 U.S.C. 203. With respect to any subject invention in which the recipient retains title, the Federal Government shall have a non-exclusive, non-transferable, irrevocable, paid-up license to practice or have practiced for or on behalf of the United States the subject invention throughout the world.

(c) Invention Disclosure, Election of Title, and Filing of Patent Applications by Recipient:

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(2) In those countries in which the recipient fails to file patent applications within the times specified in (c) above; provided, however, that if the recipient has filed a patent application in a country after the times specified in (c) above, but prior to its receipt of the written request of A.I.D. the recipient shall continue to retain title in that country.

(3) In any country in which the recipient decides not to continue the prosecution of any application for, to pay the maintenance fees on, or defend in reexamination or opposition proceeding on a patent on a subject invention.

(e) Minimum Rights to Recipient:

(1) The recipient shall retain a nonexclusive, royalty-free license throughout the world in each subject invention to which the Government obtains title except if the recipient fails to disclose the subject invention within the times specified in (c) above. The recipient's license extends to its domestic subsidiaries and affiliates, if any, within the corporate structure of which the recipient is a party and includes the right to grant sublicenses of the same scope to the extent the recipient was legally obligated to do so at the time the agreement was awarded. The license is transferable only with the approval of A.I.D. except when transferred to the successor of that party of the recipient's business to which the invention pertains.

(2) The recipient's domestic license may be revoked or modified by A.I.D. to the extent necessary to achieve expeditious practical application of the subject invention pursuant to an application for an exclusive license submitted in accordance with applicable provisions in the Federal Property Management Regulations and agency licensing regulations (if any). This license shall not be revoked in that field of use or the geographical areas in which the recipient has achieved practical application and continues to make the benefits of the invention reasonably accessible to the public. The license in any foreign country may be revoked or modified at the discretion of A.I.D. to the extent the recipient, its licensees, or its domestic subsidiaries or affiliates have failed to achieve practical application in that foreign country.

(3) Before revocation or modification of the license, A.I.D. shall furnish the recipient written notice of its intention to revoke or modify the license, and the recipient shall be allowed thirty days (or such other time as may be authorized by A.I.D. for good cause shown by the recipient) after the notice to show cause why the license should not be revoked or modified. The recipient has the right to appeal, in accordance with applicable agency licensing regulations (if any) and the Federal Property Management Regulations concerning the licensing of Government-owned inventions, any decision concerning the revocation or modification of its license.

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that are being made by the recipient or its licensees or assignees. Such reports shall include information regarding the status of development, date of first commercial sale or use, gross royalties received by the recipient, and such other data and information as A.I.D. may reasonably specify. The recipient also agrees to provide additional reports as may be requested by A.I.D. in connection with any march-in proceedings undertaken by A.I.D. in accordance with paragraph (j) of this provision. To the extent data or information supplied under this section is considered by the recipient, its licensee or assignee to be privileged and confidential and is so marked, A.I.D. agrees that, to the extent permitted by law, it shall not disclose such information to persons outside the Government.

(i) Preference for United States Industry: Notwithstanding any other provision of this clause, the recipient agrees that neither it nor any assignee will grant to any person the exclusive right to use or sell any subject invention in the United States unless such person agrees that any products embodying the subject invention shall be manufactured substantially in the United States. However, in individual cases, the requirement for such an agreement may be waived by A.I.D. upon a showing by the recipient or its assignee that reasonable but unsuccessful efforts have been made to grant licenses on similar terms to potential licensees that would be likely to manufacture substantially in the United States or that under the circumstances domestic manufacture is not commercially feasible.

~~(j) March-in Rights:~~ The recipient agrees that with respect to any subject invention in which it has acquired title, A.I.D. has the right to require the recipient, an assignee or exclusive licensee of a subject invention to grant a non-exclusive, partially exclusive, or exclusive license in any field of use to a responsible applicant or applicants, upon terms that are reasonable under the circumstances, and if the recipient, assignee, or exclusive licensee refuses such a request, A.I.D. has the right to grant such a license itself if A.I.D. determines that:

(1) Such action is necessary because the recipient or assignee has not taken or is not expected to take within a reasonable time, effective steps to achieve practical application of the subject invention in such field of use;

(2) Such action is necessary to alleviate health or safety needs which are not reasonably satisfied by the recipient, assignee, or their licensees;

(3) Such action is necessary to meet requirements for public use specified by Federal regulations and such requirements are not reasonably satisfied by the recipient, assignee, or licensees; or

(4) Such action is necessary because the agreement required by paragraph (i) of this clause has not been obtained or waived or because a license of the exclusive right to use or sell any subject invention in the United States is in breach of such agreement.

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PUBLICATIONS (NOVEMBER 1985)

(This provision is applicable when publications are financed under the grant.)

(a) If it is the grantee's intention to identify A.I.D.'s contribution to any publication resulting from this grant, the grantee shall consult with A.I.D. on the nature of the acknowledgement prior to publication.

(b) The grantee shall provide the A.I.D. project officer with one copy of all published works developed under this grant and with lists of other written work produced under the grant.

(c) In the event grant funds are used to underwrite the cost of publishing, in lieu of the publisher assuming this cost as is the normal practice, any profits or royalties up to the amount of such cost shall be credited to the grant unless the schedule of the grant has identified the profits or royalties as program income.

(d) Except as otherwise provided in the terms and conditions of the grant, the author or the recipient is free to copyright any books, publications, or other copyrightable materials developed in the course of or under this grant, but A.I.D. reserves a royalty-free nonexclusive and irrevocable right to reproduce, publish, or otherwise use, and to authorize others to use the work for Government purposes.

(END OF STANDARD PROVISION)

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(f) Any failure by the parties to agree on any predetermined indirect cost rate(s) under this provision shall not be considered a dispute within the meaning of the "Disputes" provision of this grant. If for any fiscal year or other period specified in the grant the parties fail to agree on a predetermined indirect cost rate(s), it is agreed that the allowable indirect costs under this grant shall be obtained by applying negotiated final indirect cost rate(s) in accordance with the terms of the standard provision of this grant entitled "Negotiated Indirect Cost Rates - Provisional"

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(f) Any failure by the parties to agree on final rate(s) under this standard provision shall be considered a dispute within the meaning of the standard provision of this grant entitled "Disputes" and shall be disposed of in accordance therewith.

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PARTICIPANT TRAINING (MAY 1986)

(This provision is applicable when any participant training is financed under the grant.)

(a) Definition: A participant is any non-U.S. individual being trained under this grant outside of that individual's home country.

(b) Application of Handbook 10: Participant training under this grant is to be conducted according to the policies established in A.I.D. Handbook 10, Participant Training, except to the extent that specific exceptions to Handbook 10 have been provided in this grant with the concurrence of the Office of International Training. (Handbook 10 may be obtained by submitting a request to the Office of International Training (S&T/IT), Agency for International Development, Washington, D.C. 20523.) Except for paragraph (h) on orientation, the following paragraphs in this standard provision are not subject to waiver except as specifically stated.

(c) Participant Training Information System: All grantees shall ensure that participants trained in the United States or in a third country are included in the Agency's Participant Training Information System.

The grantee shall fill out form A.I.D. 1381-4 entitled "Participant Data" and send it to the addresses indicated on the back of the form. The grantee can obtain a supply of these forms and additional instructions for completing them from the Office of International Training. Data should be submitted prior to the initiation of participant travel. If this is not possible, the forms should be prepared and submitted immediately after arrival of the participant(s). The grantee shall also submit to the Office of International Training a blue copy of the form when subsequent changes in the participant's training program are made and at termination of participant's training program, ensuring that the original participant number (pre-printed on the form) is used.

(d) Visa Requirements for Training Within The United States:

(1) Under the authority of Section 635(f) of the Foreign Assistance Act, A.I.D.-sponsored participants are admitted to the United States under the Department of State/USIA Exchange Visitor Program and are issued J-1 visas. The program identification number is G-2-0263.

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(3) Enrollment fees shall be submitted, thirty days prior to the beginning of each new enrollment period. Payments will be made via check made payable to A.I.D. and submitted to:

Agency for International Development  
Office of Financial Management  
Central Accounting Division-Cashier (FM/CAD)  
Washington, D.C. 20523

(i) The enrollment fee shall be accompanied by a letter which lists the names of the participants (identical to that on the Participant Data Form), participant I.D. numbers from the Participant Data Form, period of coverage, fee amount paid, grant number, name of grantee, host country, and the U. S. Government appropriation number as shown on the grant.

(ii) The enrollment fees shall be calculated on the basis of fixed rates per participant per each 30 day period. The enrollment fees may not be prorated for fractional periods of less than 30 days and should cover the current training period for which funds are obligated under the grant. Current rates are found in Handbook 10 Participant Training Notices.

(4) The grantee shall assure that enrollment begins immediately upon the participant's departure for the United States for the purpose of participating in a training program financed or sponsored by A.I.D., and that enrollment continues in full force and effect until the participant returns to his or her country of origin or is released from A.I.D.'s responsibility, whichever occurs first. The grantee shall continue enrollment coverage for participants whose departure is delayed due to medical or other compelling reasons, with the written concurrence of the grant officer.

(5) The grantee shall provide each participant with a copy of the HAC brochure, copies of which are available from S&T/IT at the address indicated in section (b) above.

(6) If the grantee has a mandatory, nonwaivable health and accident insurance program for participants, the costs of such insurance will be allowable under this grant. Any claims eligible under such insurance will not be payable under A.I.D.'s HAC plan or under this grant. However, even though the participant is covered by the grantee's mandatory, nonwaivable health and accident insurance program, the participant must be enrolled in A.I.D.'s HAC Program. In addition, a copy of the mandatory insurance policy must be forwarded to the HAC Claims Office.

(7) Medical costs not covered by the grantee's health service program or mandatory, nonwaivable health and accident insurance program, or A.I.D.'s HAC Program shall not be reimbursable under this grant unless specific written approval from the grant officer has been obtained.

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VOLUNTARY POPULATION PLANNING (AUGUST 1986)

(This provision is applicable to all grants involving any aspect of voluntary population planning activities.)

(a) Voluntary Participation:

(1) The grantee agrees to take any steps necessary to ensure that funds made available under this grant will not be used to coerce any individual to practice methods of family planning inconsistent with such individual's moral, philosophical, or religious beliefs. Further, the grantee agrees to conduct its activities in a manner which safeguards the rights, health and welfare of all individuals who take part in the program.

(2) Activities which provide family planning services or information to individuals, financed in whole or in part under this agreement, shall provide a broad range of family planning methods and services available in the country in which the activity is conducted or shall provide information to such individuals regarding where such methods and services may be obtained.

(b) Voluntary Participation Requirements For Sterilization Programs:

(1) None of the funds made available under this grant shall be used to pay for the performance of involuntary sterilization as a method of family planning or to coerce or provide any financial incentive to any person to practice sterilization.

(2) The grantee shall ensure that any surgical sterilization procedures supported in whole or in part by funds from this grant are performed only after the individual has voluntarily gone to the treatment facility and has given informed consent to the sterilization procedure. Informed consent means the voluntary, knowing assent from the individual after being advised of the surgical procedures to be followed, the attendant discomforts and risks, the benefits to be expected, the availability of alternative methods of family planning, the purpose of the operation and its irreversibility, and the option to withdraw consent anytime prior to the operation. An individual's consent is considered voluntary if it is based upon the exercise of free choice and is not obtained by any special inducement or any element of force, fraud, deceit, duress, or other forms of coercion or misrepresentation.

(3) Further, the grantee shall document the patient's informed consent by (i) a written consent document in a language the patient understands and speaks, which explains the basic elements of informed consent, as set out above, and which is signed by the individual and by the attending physician or by the authorized assistant of the attending physician; or (ii) when a patient is unable to read adequately a written certification by the attending physician or by the authorized assistant of the attending physician that the

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(3) The recipient may not furnish assistance for family planning under this grant to a foreign nongovernmental organization (the subrecipient) unless;

(i) the subrecipient certifies in writing that it does not perform or actively promote abortion as a method of family planning in A.I.D.-recipient countries and does not provide financial support to any other foreign nongovernmental organization that conducts such activities, and

(ii) the recipient obtains the written agreement of the subrecipient containing the undertakings described in subparagraph (4), below.

(4) Prior to furnishing assistance for family planning under this grant to a subrecipient, the subrecipient must agree in writing that:

(i) The subrecipient will not, while receiving assistance under this grant, perform or actively promote abortion as a method of family planning in A.I.D.-recipient countries or provide financial support to other foreign nongovernmental organizations that conduct such activities.

(ii) The recipient and authorized representatives of A.I.D. may, at any reasonable time, (A) inspect the documents and materials maintained or prepared by the subrecipient in the usual course of its operations that describe the family planning activities of the subrecipient, including reports, brochures and service statistics; (B) observe the family planning activity conducted by the subrecipient; (C) consult with family planning personnel of the subrecipient; and (D) obtain a copy of the audited financial statement or report of the subrecipient, if there is one.

(iii) In the event the recipient or A.I.D. has reasonable cause to believe that a subrecipient may have violated its undertaking not to perform or actively promote abortion as a method of family planning, the recipient shall review the family planning program of the subrecipient to determine whether a violation of the undertaking has occurred. The subrecipient shall make available to the recipient such books and records and other information as may be reasonably requested in order to conduct the review. A.I.D. may also review the family planning program of the subrecipient under these circumstances, and A.I.D. shall have access to such books and records and information for inspection upon request.

(iv) The subrecipient shall refund to the recipient the entire amount of assistance for family planning furnished to the subrecipient under this grant in the event it is determined that the certification provided by the subrecipient under subparagraph (3), above, is false.

(v) Assistance for family planning provided to the subrecipient under this grant shall be terminated if the subrecipient violates any undertaking in the agreement required by subparagraphs (3) and (4), and the

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(E) Procurement of locally available goods and services, as opposed to procurement of U.S. goods and services, would best promote the objectives of the Foreign Assistance program under the grant.

(2) When the total procurement element exceeds \$250,000, the following rule applies: Except as may be specifically approved or directed in advance by the grant officer, all goods and services, which will be reimbursed under this grant and financed with U. S. dollars, shall be procured in and shipped from the U. S. (Code 000) and from any other countries within the authorized geographic code as specified in the schedule of this grant.

(c) Marine Insurance: The eligibility of marine insurance is determined by the country in which it is placed. Insurance is placed in a country if payment of the insurance premium is made to, and the insurance policy is issued by an insurance company located in that country. Eligible countries for placement are governed by the authorized geographic code, except that if Code 941 is authorized, the Cooperating Country is also eligible. Section 604(d) of the Foreign Assistance Act requires that if a recipient country discriminates by statute, decree, rule, or practice with respect to A.I.D.-financed procurement against any marine insurance company authorized to do business in the U. S., then any A.I.D.-financed commodity shipped to that country shall be insured against marine risk and the insurance shall be placed in the U. S. with a company or companies authorized to do marine insurance business in the U. S.

(d) Ocean and air transportation shall be in accordance with the applicable provisions contained within this grant.

(e) Printed or Audio-Visual Teaching Materials: If the effective use of printed or audio-visual teaching materials depends upon their being in the local language and if such materials are intended for technical assistance projects or activities financed by A.I.D. in whole or in part and if other funds including U.S.-owned or U.S.-controlled local currencies are not readily available to finance the procurement of such materials, local language versions may be procured from the following sources, in order of preference:

- (1) The United States (A.I.D. Geographic Code 000),
- (2) The Cooperating Country,
- (3) "Selected Free World" countries (A.I.D. Geographic Code 941), and
- (4) "Special Free World" countries (A.I.D. Geographic Code 899).

(f) Special Restrictions on the Procurement of Construction or Engineering Services: Section 604(g) of the Foreign Assistance Act provides that A.I.D. funds may not be used for "procurement of construction or engineering services from advanced developing countries, eligible under Geographic Code 941, which

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### SUBAGREEMENTS (NOVEMBER 1985)

(This provision is applicable when subgrants or cooperative agreements are financed under the grant.)

(a) Funds provided under this grant shall not be used to support any subrecipient whose name appears on the A.I.D. Consolidated List of Debarred, Suspended, or Ineligible Awardees under A.I.D. Regulation 8, entitled "Debarment, Suspension and Ineligibility" (22 CFR 208). A.I.D. will provide the grantee with a copy of this list upon request.

(b) All subagreements shall as a minimum contain, in addition to provisions to define a sound and complete agreement, the following provisions as well as any that are specifically required by any other provision in this grant. Whenever a provision within this grant is required to be inserted in a subagreement, the grantee shall insert a statement in the subagreement that in all instances where the U.S. Government is mentioned, the grantee's name will be substituted.

(1) Subagreements in excess of \$10,000 shall contain provisions or conditions that will allow for administrative or legal remedies in instances where subrecipients violate subagreement terms and provide for such remedial action as may be appropriate.

(2) All subagreements in excess of \$10,000 shall contain suitable provisions for termination by the recipient including the manner by which termination will be effected and the basis for settlement. In addition, such subagreements shall describe conditions under which the subagreement may be terminated for default as well as conditions where the subagreement may be terminated because of circumstances beyond the control of the subrecipient.

(3) Subagreements, the principal purpose of which is to create, develop or improve products, processes or methods; or for exploration into fields that directly concern public health, safety or welfare; or subagreements in the field of science or technology in which there has been little significant experience outside of work funded by Federal assistance, shall contain a notice to the effect that matters regarding rights to inventions and materials generated under the subagreement are subject to the regulations contained in the provisions of this grant. The subrecipient shall be advised as to the source of additional information regarding these matters.

(4) All subagreements over \$10,000 issued by recipients shall include a provision to the effect that the recipient, A.I.D., the Comptroller General of the United States, or any of their duly authorized representatives, shall have access to any books, documents, papers and records of the subrecipient which are directly pertinent to the specific program for the purpose of making audits, examinations, excerpts and transcriptions.

(END OF STANDARD PROVISION)

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(c) Ineligible Goods and Services: Under no circumstances shall the grantee procure any of the following under this grant:

- (1) Military equipment,
- (2) Surveillance equipment,
- (3) Commodities and services for support of police or other law enforcement activities,
- (4) Abortion equipment and services,
- (5) Luxury goods and gambling equipment, or
- (6) Weather modification equipment.

(d) Ineligible Suppliers: Funds provided under this grant shall not be used to procure any goods or services furnished by any firm or individual whose name appears on A.I.D.'s Consolidated List of Debarred, Suspended, or Ineligible Awardees (A.I.D. Regulation 8, (22 CFR 208)). A.I.D. will provide the grantee with this list upon request.

(e) Restricted Goods: The grantee shall not procure any of the following goods and services without the prior written authorization of the grant officer:

- (1) Agricultural commodities,
- (2) Motor vehicles,
- (3) Pharmaceuticals,
- (4) Pesticides,
- (5) Rubber compounding chemicals and plasticizers,
- (6) Used equipment,
- (7) U.S. Government-owned excess property, or
- (8) Fertilizer.

(f) If A.I.D. determines that the grantee has procured any of the restricted or ineligible goods and services specified in subparagraphs (c) through (e) above, or has received reimbursement for such purpose without the prior written authorization of the grant officer, the grantee agrees to refund to A.I.D. the entire amount of the reimbursement.

(END OF STANDARD PROVISION)

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(1) The recipient shall disclose each subject invention to A.I.D. within two months after the inventor discloses it in writing to recipient personnel responsible for patent matters. The disclosure to A.I.D. shall be in the form of a written report and shall identify the agreement under which the invention was made and the inventor(s). It shall be sufficiently complete in technical detail to convey a clear understanding, to the extent known at the time of the disclosure, of the nature, purpose, operation, and the physical, chemical, biological or electrical characteristics of the invention. The disclosure shall also identify any publication, on sale or public use of the invention and whether a manuscript describing the invention has been submitted for publication and, if so, whether it has been accepted for publication at the time of disclosure. In addition, after disclosure to A.I.D. the recipient shall promptly notify A.I.D. of the acceptance of any manuscript describing the invention for publication or of any on sale or public use planned by the recipient.

(2) The recipient shall elect in writing whether or not to retain title to any such invention by notifying A.I.D. within twelve months of disclosure to the recipient, provided that in any case where publication, on sale, or public use has initiated the one-year statutory period wherein valid patent protection can still be obtained in the United States, the period of election of title may be shortened by A.I.D. to a date that is no more than 60 days prior to the end of the statutory period.

(3) The recipient shall file its initial patent application on an elected invention within two years after election or, if earlier, prior to the end of any statutory period wherein valid patent protection can be obtained in the United States after a publication, on sale, or public use. The recipient shall file patent applications in additional countries within either ten months of the corresponding initial patent application or six months from the date permission is granted by the Commissioner of Patents and Trademarks to file foreign patent applications where such filing has been prohibited by a Secrecy Order.

(4) Requests for extension of the time for disclosure to A.I.D., election, and filing may, at the discretion of A.I.D., be granted.

(d) Conditions When the Government May Obtain Title: The recipient shall convey to A.I.D. upon written request, title to any subject invention:

(1) If the recipient fails to disclose or elect the subject invention within the times specified in (c) above, or elects not to retain title. A.I.D. may only request title within sixty days after learning of the recipient's failure to report or elect within the specified times.

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(f) Recipient Action to Protect the Government's Interest:

(1) The recipient agrees to execute or to have executed and promptly deliver to A.I.D. all instruments necessary to (i) establish or conform the rights the Government has throughout the world in those subject inventions to which the recipient elects to retain title, and (ii) convey title to A.I.D. when requested under paragraph (d) above, and to enable the Government to obtain patent protection throughout the world in that subject invention.

(2) The recipient agrees to require, by written agreement, its employees, other than clerical and nontechnical employees, to disclose promptly in writing to personnel identified as responsible for the administration of patent matters and in a format suggested by the recipient each subject invention made under agreement in order that the recipient can comply with the disclosure provisions of paragraph (c) above, and to execute all papers necessary to file patent applications on subject inventions and to establish the Government's rights in the subject inventions. This disclosure format should require, as a minimum, the information required by (c)(1) above. The recipient shall instruct such employees through employee agreements or other suitable educational programs on the importance of reporting inventions in sufficient time to permit the filing of patent applications prior to U.S. or foreign statutory bars.

(3) The recipient shall notify A.I.D. of any decision not to continue the prosecution of a patent application, pay maintenance fees, or defend in a reexamination or opposition proceeding on a patent, in any country, not less than 30 days before the expiration of the response period required by the relevant patent office.

(4) The recipient agrees to include, within the specification of any United States patent application and any patent issuing thereon covering a subject invention, the following statement: "This invention was made with Government support under (identify the agreement awarded by A.I.D.). The Government has certain rights in this invention."

(g) Subagreements and Contracts: The recipient shall include this standard provision suitably modified to identify the parties, in all subagreements and contracts, regardless of tier, for experimental, developmental, or research work to be performed by a small business firm or nonprofit organization. The subrecipient or contractor shall retain all rights provided for the recipient in this standard provision, and the recipient shall not, as part of the consideration for awarding the contract or subagreement, obtain rights in the contractor's or subrecipient's subject inventions.

(h) Reporting Utilization of Subject Inventions: The recipient agrees to submit on request periodic reports no more frequently than annually on the utilization of a subject invention or on efforts at obtaining such utilization

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(k) Special Provisions for Agreements with Nonprofit Organizations: If the recipient is a nonprofit organization, it agrees that:

(1) Rights to a subject invention in the United States may not be assigned without the approval of A.I.D., except where such assignment is made to an organization which has as one of its primary functions the management of inventions and which is not, itself, engaged in or does not hold a substantial interest in other organizations engaged in the manufacture or sale of products or the use of processes that might utilize the invention or be in competition with embodiments of the invention provided that such assignee shall be subject to the same provisions as the recipient.

(2) The recipient may not grant exclusive licenses under the United States patents or patent applications in subject inventions to persons other than small business firms for a period in excess of the earlier of:

(i) Five years from first commercial sale or use of the invention;  
or

(ii) Eight years from the date of the exclusive license excepting that time before regulatory agencies necessary to obtain premarket clearance, unless on a case-by-case basis, A.I.D. approves a longer exclusive license. If exclusive field of use licenses are granted, commercial sale or use in one field of use shall not be deemed commercial sale or use as to other fields of use and a first commercial sale or use with respect to a product of the invention shall not be deemed to end the exclusive period to different subsequent products covered by the invention.

(3) The recipient shall share royalties collected on a subject invention with the inventor; and

(4) The balance of any royalties or income earned by the recipient with respect to subject inventions, after payment of expenses (including payments to inventors) incidental to the administration of subject inventions, shall be utilized for the support of scientific research or education.

(1) Communications: Communications concerning this provision shall be addressed to the grant officer at the address shown in this agreement.

(END OF STANDARD PROVISION)

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**NEGOTIATED INDIRECT COST RATES - PREDETERMINED (MAY 1986)**

(This provision is applicable to organizations whose indirect cost rate(s) under this grant are on a predetermined basis.)

(a) The allowable indirect costs under this grant shall be obtained by applying predetermined indirect cost rate(s) to the base(s) agreed upon by the parties, as specified in the schedule of this grant.

(b) Not later than 90 days after the close of the grantee's fiscal year, the grantee shall submit to the cognizant Government Audit Activity in accordance with OMB Circular A-88 a proposed predetermined indirect cost rate(s) and supporting cost data. In the event A.I.D. is the cognizant agency or no cognizant agency has been designated, the grantee shall submit a copy of the proposed predetermined indirect cost rate(s) and supporting cost data to the A.I.D. Inspector General, Washington, D.C. 20523, and to the Overhead and Special Costs - Contract Closeout Branch, Office of Procurement, Washington, D.C. 20523. The proposed rate(s) shall be based on the grantee's actual cost experience during that fiscal year. Negotiations of predetermined indirect cost rate(s) shall begin as soon as practical after receipt of the grantee's proposal.

(c) Allowability of costs and acceptability of cost allocation methods shall be determined in accordance with the provisions of the applicable cost principles in effect on the date of this grant.

(d) Rates for subsequent periods shall be negotiated and the results of each negotiation shall be set forth in a written indirect cost rate agreement, executed by both parties. Such agreement shall be automatically incorporated into this grant upon execution and shall specify (1) the agreed upon predetermined rate(s), (2) the base(s) to which the rate(s) apply, (3) the fiscal year (unless the parties agree to a different period) for which the rate(s) apply, and (4) the specific items treated as direct costs or any changes in the items previously agreed to be direct costs. The indirect cost rate agreement shall not change any monetary ceiling, grant obligation, or specific cost allowance or disallowance provided for in this grant.

(e) Pending establishment of predetermined indirect cost rate(s) for any fiscal year or different period agreed to by the parties, the grantee shall be reimbursed either at the rate(s) fixed for the previous fiscal year or other period or at billing rate(s) acceptable to the A.I.D. grant officer subject to appropriate adjustment when the final rate(s) for the fiscal year or other period are established.

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NEGOTIATED INDIRECT COST RATES - PROVISIONAL (MAY 1986)

(This provision is applicable to any organization which does not have predetermined indirect cost rate(s); however, it shall also be included when the NEGOTIATED INDIRECT COST RATES - PREDETERMINED standard provision is used.)

(a) A provisional indirect cost rate(s) shall be established for each of the grantee's accounting periods during the term of this grant. Pending establishment of a final rate(s), the parties have agreed that provisional payments on account of allowable indirect costs shall be at the rate(s), on the base(s), and for the periods shown in the schedule of this grant.

(b) Not later than 90 days after the close of the grantee's fiscal year, the grantee shall submit to the cognizant Government Audit Activity in accordance with OMB Circular A-88 proposed final indirect cost rate(s) and supporting cost data. In the event A.I.D. is the cognizant agency or no cognizant agency has been designated, the grantee shall submit a copy of the proposed final indirect cost rate(s) and supporting cost data to the A.I.D. Inspector General, Washington, D.C. 20523, and to the Overhead and Special Costs - Contract Closeout Branch, Office of Procurement, Washington, D.C. 20523. The proposed rate(s) shall be based on the grantee's actual cost experience during that fiscal year. Negotiations of final indirect cost rate(s) shall begin as soon as practical after receipt of the grantee's proposal.

(c) Allowability of costs and acceptability of cost allocation methods shall be determined in accordance with the applicable cost principles in effect on the date of this grant.

(d) The results of each negotiation shall be set forth in a written indirect cost rate agreement executed by both parties. Such agreement shall specify (1) the agreed upon final rate(s), (2) the base(s) to which the rate(s) apply, and (3) the period for which the rate(s) apply. The indirect cost rate agreement shall not change any monetary ceiling, grant obligation, or specific cost allowance or disallowance provided for in this grant.

(e) Pending establishment of final indirect cost rate(s) for any period, the grantee shall be reimbursed either at negotiated provisional rate(s) as provided above or at billing rate(s) acceptable to the grant officer, subject to appropriate adjustment when the final rate(s) for that period are established. To prevent substantial over or under payment, the provisional or billing rate(s) may, at the request of either party, be revised by mutual agreement, either retroactively or prospectively. Any such revision of negotiated provisional rate(s) provided in this standard provision shall be set forth in a modification to this grant.

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REGULATIONS GOVERNING EMPLOYEES (NOVEMBER 1985)

(The following applies to the grantee's employees who are not citizens of the cooperating country.)

(a) The grantee's employees shall maintain private status and may not rely on local U.S. Government offices or facilities for support while under this grant.

(b) The sale of personal property or automobiles by grantee employees and their dependents in the foreign country to which they are assigned shall be subject to the same limitations and prohibitions which apply to direct-hire A.I.D. personnel employed by the Mission except as this may conflict with host government regulations.

(c) Other than work to be performed under this grant for which an employee is assigned by the grantee, no employee of the grantee shall engage directly or indirectly, either in the individual's own name or in the name or through an agency of another person, in any business, profession, or occupation in the foreign countries to which the individual is assigned, nor shall the individual make loans or investments to or in any business, profession or occupation in the foreign countries to which the individual is assigned.

~~(d) The grantee's employees, while in a foreign country, are expected to show respect for its conventions, customs, and institutions, to abide by its applicable laws and regulations, and not to interfere in its internal political affairs.~~

(e) In the event the conduct of any grantee employee is not in accordance with the preceding paragraphs, the grantee's chief of party shall consult with the A.I.D. Mission Director and the employee involved and shall recommend to the grantee a course of action with regard to such employee.

(f) The parties recognize the rights of the U.S. Ambassador to direct the removal from a country of any U.S. citizen or the discharge from this grant of any third country national when, in the discretion of the Ambassador, the interests of the United States so require.

(g) If it is determined, under either (e) or (f) above, that the services of such employee shall be terminated, the grantee shall use its best efforts to cause the return of such employee to the United States, or point of origin, as appropriate.

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(2) J-1 visas are issued by the U.S. Embassy or Consulate for A.I.D.-sponsored participants upon submission by the participant of Form IAP-66A which may be obtained only from the A.I.D. Mission. The Mission retains one copy of the IAP-66A and forwards one copy to A.I.D./S&T/IT.

(3) Holders of J-1 visas are subject to the Immigration and Nationality Act, as amended, and may not apply for an immigrant or an H or L nonimmigrant visa until 2 years' residency is completed in their home country, after completion of training.

(4) Participant passports and visas should normally be valid for six months beyond the duration of the proposed program to allow for program readjustments if necessary. This may not be regarded as an opportunity to encourage program extensions.

(e) Maintenance and Other Allowances: Grantees must observe the maintenance and other allowances for A.I.D.-sponsored participants in the United States and third countries as set forth in Handbook 10. No exceptions or variations are permissible except with the advance concurrence of the Office of International Training.

(f) Health and Accident Coverage (HAC) Program For Training Within The United States: ~~The grantee shall enroll all participants training in the United States in A.I.D.'s HAC Program. HAC Program coverage for an enrolled participant begins at the moment of departure from the host country to the United States until the moment of return to the host country providing, however, that there is not substantial unapproved delay between completion of training under this grant and the return, and that there is no layover at any point to or from the United States except the minimal amount necessary for plane connections.~~

(1) The HAC Program enables the participant, or the provider of medical services, to submit bills for medical costs resulting from illness and accident to the HAC Claims Office which pays all reasonable and necessary medical charges for covered services not otherwise covered by other insurance programs (see paragraph 6 below), in accordance with the standard coverage established by A.I.D. under the HAC Program.

(2) The grantee shall, as early as possible and no later than the initiation of travel to the United States by each participant financed by A.I.D. under this grant, fill out form A.I.D. 1381-4 entitled "Participant Data" and mail it to the addressees indicated on the back of the form. The grantee can obtain a supply of these forms and instructions for completing them from the Office of International Training at the address indicated in section (b) above.

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(g) Participant Counseling For Training Within The United States: Problems involving participants such as serious physical or emotional illness, accident or injury, arrest, death, the voluntary or involuntary early termination of a program, and the refusal of a participant to return to the home country upon completion of the program should be referred to the A.I.D. Participant Counselor at the Office of International Training.

The Counselor can be reached by calling the Office of International Training during workdays and the A.I.D. Duty Officer (202-647-1512) at other times. In referring cases, give the Counselor the name, country, and current location of the participant as well as a brief description of the problem with names and telephone numbers of hospitals, physicians, attorneys, etc. Following verbal referral, the participant's name, home address, and next of kin, and location of training should be sent to the grant officer, who will transmit the information to the S&T/IT Counselor.

(h) Orientation: In addition to the above mandatory requirements for all participants, grantees are strongly encouraged to provide, in collaboration with the Mission training officer, predeparture orientation (see Chapter 13 of Handbook 10) and orientation in Washington at the Washington International Center (see Chapter 18D of Handbook 10). The latter orientation program also provides the opportunity to arrange for home hospitality in Washington and elsewhere in the United States through liaison with the National Council for International Visitors (NCIV). If the Washington orientation is determined not to be feasible, home hospitality can be arranged in most U.S. cities if a request for such is directed to the grant officer, who will transmit the request to NCIV through S&T/IT.

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basic elements of informed consent above were orally presented to the patient, and that the patient thereafter consented to the performance of the operation. The receipt of the oral explanation shall be acknowledged by the patient's mark on the certification and by the signature or mark of a witness who shall be of the same sex and speak the same language as the patient.

(4) Copies of informed consent forms and certification documents for each voluntary sterilization procedure must be retained by the grantee for a period of three years after performance of the sterilization procedure.

(c) Prohibition on Abortion-Related Activities:

(1) No funds made available under this grant will be used to finance, support, or be attributed to the following activities: (i) procurement or distribution of equipment intended to be used for the purpose of inducing abortions as a method of family planning; (ii) special fees or incentives to women to coerce or motivate them to have abortions; (iii) payments to persons to perform abortions or to solicit persons to undergo abortions; (iv) information, education, training, or communication programs that seek to promote abortion as a method of family planning; and (v) lobbying for abortion.

(2) No funds made available under this grant will be used to pay for any biomedical research which relates, in whole or in part, to methods of, or ~~the performance of, abortions or involuntary sterilizations as a means of~~ family planning. Epidemiologic or descriptive research to assess the incidence, extent or consequences of abortions is not precluded.

(d) Ineligibility of Foreign Nongovernmental Organizations That Perform or Actively Promote Abortion As A Method of Family Planning:

(1) The recipient agrees that it will not furnish assistance for family planning under this grant to any foreign nongovernmental organization which performs or actively promotes abortion as a method of family planning in A.I.D.-recipient countries or which provides financial support to any other foreign nongovernmental organization that conducts such activities. For purposes of this paragraph (d), a foreign nongovernmental organization is a nongovernmental organization which is not organized under the laws of any State of the United States, the District of Columbia or the Commonwealth of Puerto Rico.

(2) Prior to furnishing funds provided under this grant to another nongovernmental organization organized under the laws of any State of the United States, the District of Columbia, or the Commonwealth of Puerto Rico, the recipient shall obtain the written agreement of such organization that the organization shall not furnish assistance for family planning under this grant to any foreign nongovernmental organization except under the conditions and requirements that are applicable to the recipient as set forth in this paragraph (d).

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subrecipient shall refund to the recipient the value of any assistance furnished under this grant that is used to perform or actively promote abortion as a method of family planning.

(vi) The subrecipient may furnish assistance for family planning under this grant to another foreign nongovernmental organization (the sub-subrecipient) only if (A) the sub-subrecipient certifies in writing that it does not perform or actively promote abortion as a method of family planning in A.I.D.-recipient countries and does not provide financial support to any other foreign nongovernmental organization that conducts such activities and (B) the subrecipient obtains the written agreement of the sub-subrecipient that contains the same undertakings and obligations to the subrecipient as those provided by the subrecipient to the recipient as described in subparagraphs (4)(i)-(v), above.

(5) Agreements with subrecipients and sub-subrecipients required under subparagraphs (3) and (4) shall contain the definitions set forth in subparagraph (10) of this paragraph (d).

(6) The recipient shall be liable to A.I.D. for a refund for a violation of any requirement of this paragraph (d) only if (i) the recipient knowingly furnishes assistance for family planning to a subrecipient who performs or actively promotes abortion as a method of family planning, or (ii) ~~the certification provided by a subrecipient is false and the recipient failed~~ to make reasonable efforts to verify the validity of the certification prior to furnishing assistance to the subrecipient, or (iii) the recipient knows or has reason to know, by virtue of the monitoring which the recipient is required to perform under the terms of this grant, that a subrecipient has violated any of the undertakings required under subparagraph (4) and the recipient fails to terminate assistance for family planning to the subrecipient, or fails to require the subrecipient to terminate such assistance to a sub-subrecipient which violates any undertaking of the agreement required under subparagraph (4)(vi), above. If the recipient finds, in exercising its monitoring responsibility under this grant, that a subrecipient or sub-subrecipient receives frequent requests for the information described in subparagraph (10)(iii)(A)(II), below, the recipient shall verify that this information is being provided properly in accordance with subparagraph (10)(iii)(A)(II) and shall describe to A.I.D. the reasons for reaching its conclusion.

(7) In submitting a request to A.I.D. for approval of a recipient's decision to furnish assistance for family planning to a subrecipient, the recipient shall include a description of the efforts made by the recipient to verify the validity of the certification provided by the subrecipient. A.I.D. may request the recipient to make additional efforts to verify the validity of the certification. A.I.D. will inform the recipient in writing when A.I.D. is satisfied that reasonable efforts have been made. If A.I.D. concludes that these efforts are reasonable within the meaning of subparagraph (6) above, the

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to have a legal abortion, and the family-planning counselor reasonably believes that the ethics of the medical profession in the country require a response regarding where it may be obtained safely);

(III) Lobbying a foreign government to legalize or make available abortion as a method of family planning or lobbying such a government to continue the legality of abortion as a method of family planning;

(IV) Conducting a public information campaign in A.I.D.-recipient countries regarding the benefits and/or availability of abortion as a method of family planning.

(B) Excluded from the definition of active promotion of abortion as a method of family planning are referrals for abortion as a result of rape, incest or if the life of the mother would be endangered if the fetus were carried to term.

(C) Action by an individual acting in the individual's capacity shall not be attributed to an organization with which the individual is associated, provided that the organization neither endorses nor provides financial support for the action and takes reasonable steps to ensure that the individual does not improperly represent that the individual is acting on behalf of the organization.

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(iv) To furnish assistance to a foreign nongovernmental organization means to provide financial support under this grant to the family planning program of the organization, and includes the transfer of funds made available under this grant or goods or services financed with such funds, but does not include the purchase of goods or services from an organization or the participation of an individual in the general training programs of the recipient, subrecipient or sub-subrecipient.

(v) To control an organization means the possession of the power to direct or cause the direction of the management and policies of an organization.

(11) In determining whether a foreign nongovernmental organization is eligible to be a subrecipient or sub-subrecipient of assistance for family planning under this grant, the action of separate nongovernmental organizations shall not be imputed to the subrecipient or sub-subrecipient, unless, in the judgment of A.I.D., a separate nongovernmental organization is being used as a sham to avoid the restrictions of this paragraph (d). Separate nongovernmental organizations are those that have distinct legal existence in accordance with the laws of the countries in which they are organized. Foreign organizations that are separately organized shall not be considered separate, however, if one is controlled by the other. The recipient may request A.I.D.'s approval to treat as separate the family

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PROTECTION OF THE INDIVIDUAL AS A RESEARCH SUBJECT (NOVEMBER 1985)

(This provision is applicable when human subjects are involved in research financed by the grant.)

(a) Safeguarding the rights and welfare of human subjects involved in research supported by A.I.D. is the responsibility of the organization to which support is awarded. It is the policy of A.I.D. that no work shall be initiated under any grant for the support of research involving human subjects unless the research is given initial and continuing review and approval by an appropriate committee of the applicant organization. This review shall assure that (1) the rights and welfare of the individuals involved are adequately protected, (2) the methods used to obtain informed consent are adequate and appropriate, and (3) the risks and potential medical benefits of the investigation are assessed.

(b) The organization must provide written assurance to A.I.D. that it will abide by this policy for all research involving human subjects supported by A.I.D. This assurance shall consist of a written statement of compliance with ~~the requirements regarding initial and continuing review of research involving~~ human subjects and a description of the organization's review committee structure, its review procedures, and the facilities and personnel available to protect the health and safety of human subjects. In addition to providing the assurance, the organization must also certify to A.I.D. for each proposal involving human subjects that its committee has reviewed and approved the proposed research before any work may be initiated.

(c) Since the welfare of the subject individual is a matter of concern to A.I.D. as well as to the organization; A.I.D. advisory groups, consultants, and staff may independently review all research involving human subjects, and prohibit research which presents unacceptable hazards. This provision, however, shall not derogate in any manner from the responsibility of the organization set forth herein.

(d) All of the above provisions apply to any research involving human subjects conducted outside of the United States and, in addition, such overseas research will conform to legal and other requirements governing human research in the country where they are conducted.

(e) In addition to the procedures set forth above, studies with unmarketed drugs will be carried out in accordance with provisions applicable in the country where the study is conducted. In the United States, the regulations of the Food and Drug Administration will be followed and evidence of such compliance provided to A.I.D.

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CARE OF LABORATORY ANIMALS (NOVEMBER 1985)

(This provision is applicable when laboratory animals are involved in research financed by the grant.)

(a) Before undertaking performance of any grant involving the use of laboratory animals, the grantee shall register with the Secretary of Agriculture of the United States in accordance with Section 6, Public Law 89-544, Laboratory Animal Welfare Act, August 24, 1966, as amended by Public Law 91-579, Animal Welfare Act of 1970, December 24, 1970. The grantee shall furnish evidence of such registration to the grant officer.

(b) The grantee shall acquire animals used in research under this grant only from dealers licensed by the Secretary of Agriculture, or from exempted sources in accordance with the Public Laws enumerated in (a) above.

(c) In the care of any live animals used or intended for use in the performance of this grant, the grantee shall adhere to the principles enunciated in the Guide for Care and Use of Laboratory Animals prepared by the Institute of Laboratory Animals Resources, National Academy of Sciences - National Research Council, and in the United States Department of Agriculture's (USDA) regulations and standards issued under the Public Laws enumerated in (a) above. In case of conflict between standards, the higher standard shall be used. The grantee's reports on portions of the grant in which animals were used shall contain a certificate stating that the animals were cared for in accordance with the principles enunciated in the Guide for Care and Use of Laboratory Animals prepared by the Institute of Laboratory Animal Resources, NAS-NRC, and/or in the regulations and standards as promulgated by the Agricultural Research Service, USDA, pursuant to the Laboratory Animal Welfare Act of 24 August 1966, as amended (P.L. 89-544 and P.L. 91-579). NOTE: The grantee may request registration of the grantee's facility and a current listing of licensed dealers from the Regional Office of the Animal and Plant Health Inspection Service (APHIS), USDA, for the region in which the grantee's research facility is located. The location of the appropriate APHIS Regional Office as well as information concerning this program may be obtained by contracting the Senior Staff Office, Animal Care Staff, USDA/APHIS, Federal Center Building, Hyattsville, Maryland 20782.

(END OF STANDARD PROVISION)

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TITLE TO AND-USE OF PROPERTY (GRANTEE TITLE) (NOVEMBER 1985)

(This provision is applicable when the Government vests title to property in the grantee only.)

Title to all property financed under this grant shall vest in the grantee, subject to the following conditions:

(a) The grantee shall not charge for any depreciation, amortization, or use of any property, title to which remains in the grantee under this provision under this grant or any other U.S. Government agreement, subagreement, contract, or subcontract.

(b) The grantee agrees to use and maintain the property for the purpose of the grant in accordance with the requirements of paragraphs (c), (d), (e), and (f) below.

(c) Real Property:

(1) Real property means land, including land improvements, structures and appurtenances thereto, but excluding movable machinery and equipment.

(2) Use of Real Property:

(i) The grantee shall use the real property for the authorized purpose of the project, as long as it is needed.

(ii) The grantee shall obtain approval from A.I.D. for the use of real property in other projects when the grantee determines that the property is no longer needed for the purpose of the original program. Use in other programs shall be limited to those under other federally sponsored programs (i.e., grants or other agreements) that have purposes consistent with those authorized for support by A.I.D.

(3) Disposition of Real Property: When the real property is no longer needed as provided in (2) above, the grantee shall request disposition instructions from A.I.D. or its successor Federal sponsoring agency. A.I.D. or the successor Federal sponsoring agency shall observe the following rules in the disposition instructions:

(i) The grantee may be permitted to retain title after it compensates the Federal Government in an amount computed by applying the Federal percentage of participation in the cost of the original program to the fair market value of the property.

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(4) Disposition Of Nonexpendable Personal Property With A Unit Acquisition Cost Of \$1,000 Or More:

(i) The grantee agrees to report such items to the grant officer from time to time as they are acquired and to maintain a control system which will permit their ready identification and location.

(ii) The grantee may retain the property for other uses provided that compensation is made to A.I.D. or its successor. The amount of compensation shall be computed by applying the percentage of Federal participation in the cost of the original program to the current fair market value of the property. If the grantee has no need for the property and the property has further use value, the grantee shall request disposition instructions from A.I.D.

(iii) A.I.D. shall determine whether the property can be used to meet A.I.D. requirements. If no requirement exists within A.I.D. the availability of the property shall be reported to the General Services Administration by A.I.D. to determine whether a requirement for the property exists in other Federal agencies. A.I.D. shall issue instructions to the recipient no later than 120 days after the grantee's request and the following procedures shall govern:

~~(A) If so instructed or if disposition instructions are not issued within 120 calendar days after the grantee's request, the grantee shall sell the property and reimburse A.I.D. an amount computed by applying to the sales proceeds that percentage of Federal participation in the cost of the original program. However, the grantee shall be permitted to deduct and retain from the Federal share \$100 or ten percent of the proceeds, whichever is greater, for the grantee's selling and handling expenses.~~

(B) If the grantee is instructed to ship the property elsewhere, the grantee shall be reimbursed by the benefiting Federal agency with an amount which is computed by applying the percentage of the recipient's participation in the cost of the original grant program to the current fair market value of the property, plus any reasonable shipping or interim storage costs incurred.

(C) If the grantee is instructed to otherwise dispose of the property, the grantee shall be reimbursed by A.I.D. for such costs incurred in its disposition.

(e) Expendable Personal Property:

(1) Expendable personal property means all tangible personal property other than nonexpendable property.

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inventory listing shall be retained as documentation in accordance with the standard provision of this grant entitled "Accounting, Audit, and Records."

(3) A control system shall be in effect to insure adequate safeguards to prevent loss, damage, or theft of the property. Any loss, damage, or theft of nonexpendable property shall be investigated and fully documented.

(4) Adequate maintenance procedures shall be implemented to keep the property in good condition.

(5) Where the grantee is authorized or required to sell the property, proper sales procedures shall be established which would provide for competition to the extent practicable and result in the highest possible return.

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(iii) The location of each item of property acquired or furnished under this grant.

(iv) A record of any usable components which are permanently removed from items of Government property as a result of modification or otherwise.

(v) A record of disposition of each item acquired or furnished under the grant.

(vi) Date of order and receipt of any item acquired or furnished under the grant.

(vii) The official property control records shall be kept in such condition that at any stage of completion of the work under this grant, the status of property acquired or furnished under this grant may be readily ascertained. A report of current status of all items of property acquired or furnished under the grant shall be submitted yearly concurrently with the annual report.

(4) Maintenance Program: The grantee's maintenance program shall be consistent with sound business practice, the terms of the grant, and provide for:

(i) disclosure of need for and the performance of preventive maintenance,

(ii) disclosure and reporting of need for capital type rehabilitation, and

(iii) recording of work accomplished under the program:

(A) Preventive maintenance - Preventive maintenance is maintenance generally performed on a regularly scheduled basis to prevent the occurrence of defects and to detect and correct minor defects before they result in serious consequences.

(B) Records of maintenance - The grantee's maintenance program shall provide for records sufficient to disclose the maintenance actions performed and deficiencies discovered as a result of inspections.

(C) A report of status of maintenance of Government property shall be submitted annually concurrently with the annual report.

(d) Risk of Loss:

(1) The grantee shall not be liable for any loss of or damage to the Government property, or for expenses incidental to such loss or damage except

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Government property in the best possible order, and furnish to the grant officer a statement of:

- (i) The lost, destroyed, or damaged Government property;
- (ii) The time and origin of the loss, destruction, or damage;
- (iii) All known interests in commingled property of which the Government property is a part; and
- (iv) The insurance, if any, covering any part of or interest in such commingled property.

(4) The grantee shall make repairs and renovations of the damaged Government property or take such other action as the grant officer directs.

(5) In the event the grantee is indemnified, reimbursed, or otherwise compensated for any loss or destruction of or damage to the Government property, it shall use the proceeds to repair, renovate or replace the Government property involved, or shall credit such proceeds against the cost of the work covered by the grant, or shall otherwise reimburse the Government, as directed by the grant officer. The grantee shall do nothing to prejudice the Government's right to recover against third parties for any such loss, destruction, or damage, and upon the request of the grant officer, shall, at the Government's expense, furnish to the Government all reasonable assistance and cooperation (including assistance in the prosecution of suits and the execution of instruments or assignments in favor of the Government) in obtaining recovery.

(e) Access: The Government, and any persons designated by it, shall at all reasonable times have access to the premises wherein any Government property is located, for the purpose of inspecting the Government property.

(f) Final Accounting and Disposition of Government Property: Upon completion of this grant, or at such earlier dates as may be fixed by the grant officer, the grantee shall submit, in a form acceptable to the grant officer, inventory schedules covering all items of Government property not consumed in the performance of this grant or not theretofore delivered to the Government, and shall prepare, deliver, or make such other disposition of the Government property as may be directed or authorized by the grant officer.

(g) Communications: All communications issued pursuant to this provision shall be in writing.

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(iv) A record of any usable components which are permanently removed from items of cooperating country property as a result of modification or otherwise.

(v) A record of disposition of each item acquired or furnished under the grant.

(vi) Date of order and receipt of any item acquired or furnished under the grant.

(vii) The official property control records shall be kept in such condition that at any stage of completion of the work under this grant, the status of property acquired or furnished under this grant may be readily ascertained. A report of current status of all items of property acquired or furnished under the grant shall be submitted yearly concurrently with the annual report.

(2) Maintenance Program: The grantee's maintenance program shall be consistent with sound business practice, the terms of the grant, and provide for:

(i) disclosure of need for and the performance of preventive maintenance,

(ii) disclosure and reporting of need for capital type rehabilitation, and

(iii) recording of work accomplished under the program:

(A) Preventive maintenance - Preventive maintenance is maintenance generally performed on a regularly scheduled basis to prevent the occurrence of defects and to detect and correct minor defects before they result in serious consequences.

(B) Records of maintenance - The grantee's maintenance program shall provide for records sufficient to disclose the maintenance actions performed and deficiencies discovered as a result of inspections.

(C) A report of status of maintenance of cooperating country property shall be submitted annually concurrently with the annual report.

(d) Risk of Loss:

(1) The grantee shall not be liable for any loss of or damage to the cooperating country property, or for expenses incidental to such loss or damage except that the grantee shall be responsible for any such loss or damage (including expenses incidental thereto):

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- (i) The lost, destroyed, or damaged cooperating country property;
- (ii) The time and origin of the loss, destruction, or damage;
- (iii) All known interests in commingled property of which the cooperating country property is a part; and
- (iv) The insurance, if any, covering any part of or interest in such commingled property.

(4) The grantee shall make repairs and renovations of the damaged cooperating country property or take such other action as the grant officer directs.

(5) In the event the grantee is indemnified, reimbursed, or otherwise compensated for any loss or destruction of or damage to the cooperating country property, it shall use the proceeds to repair, renovate or replace the cooperating country property involved, or shall credit such proceeds against the cost of the work covered by the grant, or shall otherwise reimburse A.I.D., as directed by the grant officer. The grantee shall do nothing to prejudice A.I.D.'s right to recover against third parties for any such loss, destruction, or damage, and upon the request of the grant officer, shall, at the Government's expense, furnish to A.I.D. all reasonable assistance and cooperation (including assistance in the prosecution of suits and the execution of instruments or assignments in favor of the Government) in obtaining recovery.

(e) Access: A.I.D., and any persons designated by it, shall at all reasonable times have access to the premises wherein any cooperating country property is located, for the purpose of inspecting the cooperating country property.

(f) Final Accounting and Disposition of Cooperating Country Property: Within 90 days after completion of this grant, or at such other date as may be fixed by the grant officer, the grantee shall submit to the grant officer an inventory schedule covering all items of equipment, materials and supplies under the grantee's custody, title to which is in the cooperating country or public or private agency designated by the cooperating country, which have not been consumed in the performance of this grant. The grantee shall also indicate what disposition has been made of such property.

(g) Communications: All communications issued pursuant to this provision shall be in writing.

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(6) Are provided for in the approved budget when required by A.I.D.; and

(7) Conform to other provisions of this paragraph.

(d) Values for grantee in-kind contributions will be established in accordance with the applicable Federal cost principles.

(e) Specific procedures for the grantee in establishing the value of in-kind contributions from non-Federal third parties are set forth below:

(1) Valuation of volunteer services: Volunteer services may be furnished by professional and technical personnel, consultants, and other skilled and unskilled labor. Volunteer services may be counted as cost sharing or matching if the service is an integral and necessary part of an approved program:

(i) Rates for volunteer services: Rates for volunteers should be consistent with those paid for similar work in the grantee's organization. In those instances in which the required skills are not found in the grantee's organization, rates should be consistent with those paid for similar work in the labor market in which the grantee competes for the kind of services involved.

(ii) Volunteers employed by other organizations: When an employer other than the grantee furnishes the services of an employee, these services shall be valued at the employee's regular rate of pay (exclusive of fringe benefits and overhead costs) provided these services are of the same skill for which the employee is normally paid.

(2) Valuation of donated expendable personal property: Donated expendable personal property includes such items as expendable equipment, office supplies, laboratory supplies or workshop and classroom supplies. Value assessed to expendable personal property included in the cost share (match) should be reasonable and should not exceed the market value of the property at the time of the donation.

(3) Valuation of donated nonexpendable personal property, buildings, and land or use thereof:

(i) The method used for charging cost sharing or matching for donated nonexpendable personal property, buildings and land may differ according to the purpose of the grant as follows:

(A) If the purpose of the grant is to assist the recipient in the acquisition of equipment, buildings or land, the total value of the donated property may be claimed as cost sharing or matching.

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(i) Failure to meet the cost sharing (matching) requirements set forth in paragraph (a) above shall be considered sufficient reasons for termination of this grant for cause in accordance with paragraph (a) entitled "For Cause" of the standard provision of this grant entitled "Termination and Suspension".

(j) The restrictions on the use of A.I.D. grant funds set forth in the standard provisions of this grant are applicable to expenditures incurred with A.I.D. funds provided under this grant. The grantee will account for the A.I.D. funds in accordance with the standard provision of this grant entitled "Accounting, Audit, and Records".

(k) Notwithstanding paragraph (b) of the standard provision of this grant entitled "Refunds", the parties agree that in the event of any disallowance of expenditures from A.I.D. grant funds provided hereunder, the grantee may substitute expenditures made with funds provided from non-Federal sources provided they are otherwise eligible in accordance with paragraph (b) of this provision.

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(c) Specific additional guidance on grantee use of pouch facilities in accordance with this standard provision is available from the Post Communication Center at the Embassy or A.I.D. Mission.

(END OF STANDARD PROVISION)