

AGENCY FOR INTERNATIONAL DEVELOPMENT  
WASHINGTON, D. C. 20523  
BIBLIOGRAPHIC INPUT SHEET

FOR AID USE ONLY  
**Batch 85**

1. SUBJECT CLASSIFICATION  
A PRIMARY Urban development and housing LA00-0000-0000  
B SECONDARY General

2. TITLE AND SUBTITLE  
Housing and urban development, technical assistance to AID/SER/H countries; quarterly report, Jan.-March, 1978

3. AUTHOR(S)  
(101) National Savings and Loan League, Washington, D.C.

4. DOCUMENT DATE 1978  
5. NUMBER OF PAGES No. 12 p.  
6. ARC NUMBER ARC

7. REFERENCE ORGANIZATION NAME AND ADDRESS  
NSLL

8. SUPPLEMENTARY NOTES (Sponsoring Organization, Publishers, Availability)

9. ABSTRACT

10. CONTROL NUMBER PN-AAF-621  
11. PRICE OF DOCUMENT  
12. DESCRIPTORS Housing  
13. PROJECT NUMBER  
14. CONTRACT NUMBER AID/otr-C-1453  
15. TYPE OF DOCUMENT

QUARTERLY REPORT

Contract AID/otr-C-1453

TO: Agency for International Development  
FROM: National Savings and Loan League  
PERIOD COVERED: January 1 - March 31, 1978

I. ADMINISTRATIONA. Contract

Pursuant to DS/H letter of March 13, which notified the National Savings and Loan League of the authorization to extend this contract for one additional year through March 31, 1979, a proposal including cost requirements and personnel recommendations was submitted to that office on March 16. However, to allow sufficient time for an audit of NSLL's proposed budget, the contract was amended by a short-term extension to April 30, 1978. This extension was accomplished by Amendment No. 6 and no cost changes were involved.

B. Staff

While notifying the National League of the intent to extend the contract for an additional year, DS/H letter of March 13 also informed the Contractor of new staff requirements as follows:

1. Additional Staff: Due to the increasingly greater responsibility placed on the Office of Housing in connection with AID Regulation 16, it is estimated that DS/H use of NSLL consultants to perform environmental reviews

will be maintained, and perhaps expanded. Accordingly, NSLL was requested to add one full-time staff position to this contract for an environmental specialist and to continue the services of one full-time and one half-time environmental consultants.

2. Staff Change: In order to meet the demands caused by the shift in housing activities from completed units to sites and services, squatter upgrading, home improvement, and core housing programs, NSLL was requested to replace the position of shelter production management specialist for that of sanitary engineer/water resources specialist.

As a result of these requirements, Mr. Edwin H. Roxby, who has served in the position of shelter production management specialist from inception of the contract, was notified of the decision, and plans were made to terminate his employment with the National Savings and Loan League effective April 15, 1978.

C. Management

Recruitment efforts to fill the environmental specialist and the sanitary engineer/water resources specialist's positions were launched during this reporting period, and resumes of the candidates interviewed were submitted to the Office of Housing on March 27.

II. CONSULTANT ACTIVITY

A. Environmental planning consultant services continued to be provided by NSLL under this contract throughout the reporting period.

These services, rendered in the implementation of AID Regulation 16 consisted of the following assignments:

1. Royce LaNier (half time)

- a. Prepared Proposed Work Plan for the development of programmatic assessment guidelines for Housing Guaranty squatter upgrading projects.
- b. Participated in discussions of environmental studies related to the Housing Guaranty Program at the RHUDO conference in Washington, D.C.

- c. Reviewed the Initial Environmental Evaluation of the proposed housing community upgrading grant project for Egypt. The ensuing report was submitted to DS/H on January 31

- d. Prepared discussion document on Environmental Procedures for presentation at DS/H meeting on February 10.

2. Jeffory Boyer (full time)

- a. Conducted the environmental portion of the Shelter Sector Assessment of Panama 525-HG-010 Project. This assignment consisted

of (1) analysis of the adverse effect on the environment of existing and proposed settlements and vice versa; and (2) assessment of the capacity of existing Panamanian institutions to identify and deal with the problems and constraints posed by (1) above. The environmental component of the SSA report was submitted to DS/H on March 13.

b. Conducted field survey and prepared Initial Environmental Evaluation report for the URBE Program in Panama (non-HIG reimbursable activity).

3. Jochen Eigen (full time)

a. Continued Washington-based work related to the Initial Environmental Evaluation of the Costa Rica 515-HG-006 program. A final version of the Environmental Supplement to the Shelter Sector Assessment was submitted to DS/H on February 27.

b. Conducted research for Initial Environmental Evaluation of the Peru 527-HG-010 Project.

c. Based on the scope of work contained in the IEE, undertook field review of the Costa Rica 515-HG-006 Project. This assignment was still in progress at the conclusion of the reporting period.

B. Liberia

In response to a request from the Office of Housing, Mr. Randall Trudelle was selected for an assignment to be conducted over a

period of up to four months in Monrovia, Liberia. Mr. Trudelle's scope of work called for assistance to Liberia's National Housing Authority in preparing a detailed cost analysis of the several proposed sites and services shelter options, designing unit and infrastructure details for sites and services projects, reviewing proposed plans and specifications, advising on low-cost construction techniques, and preparing self-help plans for the use of the project beneficiaries.

Following an initial period of one week of work at NSLL's offices in Washington to acquaint himself with the project (Low-Income Housing 669-HG-001), Mr. Trudelle departed for field assignment on February 7. His first formal field report was submitted to DS/H on March 14.

### III. STAFF ACTIVITIES

#### A. Meetings Attended

A detailed list of meetings attended by members of the contract staff and long-term consultants is attached as Exhibit 1.

#### B. Staff Travel

##### 1. Paraguay 526-HG-001      February 24 - March 4

In compliance with DS/H request for services of February 8, the Shelter Production and Management Specialist traveled to Paraguay

to assist BNAP with administrative problems, namely, to develop procedures for construction contract awards, administration, and construction inspection; determine the manner in which construction advances should be liquidated; determine procedures for establishing what portion of the total project costs are attributable to BNAP administrative expenses; and evaluating the progress made by BNAP in project implementation and compliance with the requirements of the administration agreement. The trip report, which followed a debriefing at RHUDO/PSA in Panama, was submitted to DS/H on March 17

2. Jamaica 532-HG-010                      February 26 - March 17

Pursuant to request for services of February 21, the Shelter Planning and Monitoring Specialist visited Jamaica to assist the Jamaica Mortgage Bank and executing agencies in complying with "conditions precedent" for Implementation Agreement on this loan. A summary report of findings and recommendations was submitted to DS/H on March 17.

3. Brazil    March 24 - April 3

As requested by DS/H through its request for services of March 22, NSLL's Shelter Planning and Monitoring Specialist represented the Office of Housing at a symposium on reduction of housing costs held in Salvador, Brazil, March 26 - 31. A report on the conference proceedings is under preparation.

C. Other Work Performed by Staff

1. CABEI 004 - The Project Paper and the Initial Environmental Evaluation for this project were reviewed and a report submitted to DS/H on January 13.
2. Project Evaluation and Monitoring - Pursuant to request for services of December 1, 1977, NSLL staff worked with FCH consultants to revise the Project Evaluation and Monitoring Guidelines. The assignment was completed on January 12.
3. Housing Guaranty Program - In response to request for services of February 20, a study was made of the HG Program and its distribution. This study was specifically oriented toward identifying (1) what percentage of the HG Program has been implemented in cities of 500,000 or more population; (2) what percentage of program has been implemented in capital vs. other cities of participating countries; and (3) what percentage of the program has been invested in sewerage and water infrastructure. A report on this assignment, together with work sheets, was submitted to DS/H on March 3.
4. Portugal 002 - In anticipation of an upcoming TDY to review

this project's progress, a list of documents which the host country should prepare for the review was compiled and submitted to DS/H by letter dated March 8.

5. Program Monitoring - At DS/H request, a Project Delivery Plan and Project Performance Tracking Network sample charts were prepared for use at a RHUDO briefing on March 13.

IV. FINANCIAL STATUS

	Budget Amount	Expended From 4/1/76 Thru 3/31/78	Unexpended Balance
Salaries and Wages	\$327,726	\$323,084.17	\$ 4,641.83
Fringe Benefits	79,459	74,684.72	4,774.28
Consultant Fees	145,075	125,310.25	19,764.75
Travel and Transportation	102,747	81,520.87	21,226.13
Equipment, Materials & Supplies	6,097	5,538.69	558.31
Other Direct Costs	90,233	73,106.96	17,126.04
Total Direct Costs	751,337	683,245.66	68,091.34
Overhead	180,321	163,978.96	16,342.04
TOTAL COSTS	\$931,658	\$847,224.62	\$84,433.38

QUARTERLY REPORT January 1 - March 31, 1978

Meetings Attended by Washington, D.C. Based Contract Staff

<u>DATE</u>	<u>STAFF</u>	<u>PLACE</u>	<u>SUBJECT</u>
1/4	Boyer	SER/H	Environment
4	Boyer/LaNier	State Dept.	Environment
5	Boyer/LaNier	State Dept.	Environment
12	Miller	SER/H	Portugal
18	Roxby	SER/H	Paraguay
19	LaNier	State Dept.	Environmental
25	Roxby		Federal Home Loan Bank
26	Eigen/LaNier	SER/H	Costa Rica IEE
27	Miller	FCH	Monitoring and Eval.
30	Miller	"	
30	LaNier	SER/H	Environment
31	LaNier	State Dept.	
<hr/>			
2/1	Senold/Trudelle	SER/H	Togo Project Paper
2	Senold	SER/H	Togo Project Paper
2	LaNier	PADCO	Ghana Shelter Sector
3	Eigen	SER/H	Costa Rica
3	Miller	SER/H	Staff Meeting and Monit.
8	Roxby	SER/H	Paraguay 526-HG-001

2/15	Miller	SER/H	Brazil Conference
2/15	Miller	SER/H	Jamaica 010
2/15	Eigen	IDB	Costa Rica IEE/EA
2/16	LaNier	State Dept.	Environment
2/16	Eigen	World Bank	Peru IEE
2/21	Senold	SER/H	Contract 1453 Budget
2/22	Miller	SER/H	Brazil Symposium
2/23	Eigen	Washing. Univ.	Peru IEE
2/27	Eigen	IDB	Peru IEE
2/28	Senold	SER/H	Panama Monitoring

---

3/1	Eigen	World Bank	Peru
3/10	Senold	SER/H	Monitoring
3/10	Roxby	SER/H	Paraguay
3/14	Senold	SER/H	Briefing on Somalia
3/15	Miller	SER/H	Housing
3/16	Miller	SER/H	Tunisia and Portugal
3/20	LaNier	SER/H	Environm. Procedures
3/20	Eigen	SER/H	Costa Rica
3/23	Boyer	SER/H	Honduras
3/24	Miller	SER/H	Jamaica
3/24	Boyer	FCH	Panama SSA
3/27	Boyer	FCH	Honduras
3/28	LaNier	SER/H	Colby
3/29	Boyer	IDB	Honduras/Bolivia