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National Savings and Loan League

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NSLL

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July - Sept. 1979

QUARTERLY REPORT

Contract AID/otr-C-1453

TO: Agency for International Development
FROM: National Savings and Loan League
PERIOD COVERED: July 1 - September 30, 1979

I. ADMINISTRATION

Contract

Amendment No. 12, extending the termination date of the Contract from July 31, 1979, to March 31, 1980, and providing additional funds to carry out the scope of work through the revised completion date, was signed on July 23. Subsequently, an administrative amendment to provide mission funds for technical assistance to Togo was also issued. The latter amendment, however, did not cause any change in the total amount of the contract.

B. Management

Dr. James W. Christian met with Office of Housing officials on July 14 to discuss various management aspects of the two AID-NSLL contracts. Prominent among the discussion items at this meeting, was the topic dealing with work scheduling for the Contractor's staff. It was agreed at that time that the National Savings and Loan League would propose an approach that would facilitate reasonable spacing between trips while satisfying the needs of the program. NSLL's letter of August 3 to DS/H outlined the proposed approach, i.e., a schedule that would allow nonmanagerial staff to be in the field approximately 100 days in each twelve-month period, with a minimum

of two weeks between field assignments. Department Heads, with managerial responsibilities, would travel approximately 70 days each twelve months, and senior management about 38 days each year.

To facilitate planning by the Office of Housing in the implementation of this approach, the Contractor is now submitting to that office, on a monthly basis, a summary of staff and core-consultant availability for the three-month period immediately following.

In addition to the regular management duties, considerable management time was dedicated to the preparation of course materials for the AID Shelter Training Workshop to be held in Washington during the month of November. This assignment, which will continue through the fourth quarter of 1979, also involved extensive input from the staff of both contracts.

II. CONSULTANT ACTIVITY

A. Environmental Planning

The following environmental planning consultant services were carried out during the reporting period in continuation of the long-term assistance being provided under this Contract toward the implementation of AID Regulation 16.

1. Jeffory Boyer

a. Visited Panama September 3-13 to attend the VII Central American Housing and Urban Development Conference (COPVIDU) and present a paper on "Basic Principles and Practices of Stormwater Management." By special request, Mr. Boyer later repeated the presentation before Panama Ministry of Housing officials.

b. Continued to participate in the development of the programmatic environmental assessment guidelines.

Royce LaNier

a. Conducted an Initial Environmental Evaluation for the Morocco 002 Project during the period June 30 to July 9.

b. Joined a project design team under the management of RHUDO/Kenya to prepare the technical analysis portion of the team's scope of work. The field work was performed in Kenya during the period July 27 to August 18, and the trip report was submitted to the Office of Housing on August 25.

c. Continued his participation in the preparation of the programmatic assessment guidelines.

B. Liberia

Pursuant to DS/H request of July 9, Ms. Sara Wakeham, architect-planner, was selected to visit Liberia in order to assist that country's National Housing Authority and USAID technicians to redesign the New Georgia site and the new Kruton Community upgrading project. This effort resulted in a preliminary concept layout of approximately 1,700 lots in the New Georgia site and 1,000 lots in the New Georgia West site. The drawings, developed in coordination with AID advisers and National Housing Authority personnel, were presented to the AID mission, and their approval is to be communicated directly to the Office of Housing.

Ms. Wakeham's draft report was submitted to USAID/Monrovia for review and concurrence prior to her departure from the field, and the final

version of the trip report was submitted to the Office of Housing on September 7.

C. Honduras

In response to request for services of June 13, the services of Mr. Ricardo Valcarcel were engaged to assist RHIDD/ROCAP and INVA, the National Housing Agency of Honduras, in PERT/CPM application in project scheduling. Mr. Valcarcel's field work was carried out during the period July 18 through August 19 and his report submitted to the Office of Housing on August 20.

D. Honduras, Guatemala, and El Salvador

Pursuant to request dated August 20, Mr. Paul Gabele was selected to assist RHIDD/ROCAP with the development of Housing Guaranty projects in these three countries, especially in regard to the home improvement loan aspects of these projects. Mr. Gabele's field assignment was conducted August 23 to September 21, and his trip report was submitted to DS/H on September 26.

E. Programmatic Environmental Assessment Guidelines

In view of the tight schedule for the completion of the Programmatic Assessment Guidelines and the involvement in other program activities by the consultants regularly assigned to this task, Mr. Tim Campbell was engaged by the National Savings and Loan League for a ten-day period (September 4-14) to assist in the preparation of the guidelines.

F. Guatemala

In response to request for services of August 23, Mr. Jorge Avalos,

Sanitation Engineer, was selected to undertake a study of the sewage treatment systems for the BANVI Project in Guatemala. The field assignment, initiated on September 23, was still in progress at the conclusion of the reporting period.

III. STAFF ACTIVITIES

A. Meetings Attended

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

B. Staff Travel

1. Ecuador

July 8 - 31

In compliance with Office of Housing request of July 6, the Shelter Planning and Monitoring Specialist participated in a five-person, joint Contract 1453 and 1718 team charged with the task of preparing documentation leading to the preparation of a Project Paper for a new Housing Guaranty Program in Ecuador. A draft copy of the Project Paper was submitted to the Office of Housing on September 10.

2. Peru

a. Environmental Assessment

July 14 - August 1

The shelter environmental planning specialist visited Peru to prepare the Environmental Assessment component of the Project Paper. This assignment, performed in response to request for services of July 3, was completed on August 15 with submission of the trip report to the Office of Housing.

b. Cost and Technical Review
Process Study

July 23 - August 1

Pursuant to request for services of July 3, the Vice President, Technical Services, traveled to Peru to ascertain construction costs and inflation rates associated with Peru's construction industry and to analyze the Peruvian Housing Bank's costing and technical review processes in connection with Housing Guaranty projects.

The technician's report was submitted to DS/H and USAID/Peru as follows: Part I - Construction Costs, on August 7; and Part II - BVP System, and Part III - Technical Assistance, on August 9.

c. Other Work Performed by Staff

1. International Workshop - A review of Proposal 79-19677 for International Workshop on Earthen Building Materials and Methods in Seismic Areas was undertaken in response to request for services of July 2 and the report submitted to the Office of Housing on July 10.

2. Kuwait - In compliance with request dated August 27, an annotated list of technical publications was compiled and submitted to the Office of Housing on September 20. Work continues on the collection of material for bibliographic information.

IV. FINANCIAL STATUS

	<u>Budget Amount</u>	<u>Expended from 4/1/79 thru 9/30/79</u>	<u>Unexpended Balance</u>
Salaries and Wages	\$ 655,977	\$ 568,804	\$ 87,173
Fringe Benefits	183,643	146,052	37,591
Consultant Fees	405,959	334,527	71,432
Travel and Transportation	253,092	193,349	59,743
Equipment, Materials & Supplies	9,819	8,187	1,632
Other Direct Costs	<u>150,137</u>	<u>128,264</u>	<u>21,873</u>
Total Direct Cost	\$1,658,627	\$1,379,183	\$279,445
Overhead	<u>431,244</u>	<u>358,587</u>	<u>72,657</u>
TOTAL COSTS	\$2,089,871	\$1,737,770	\$352,102

MEETINGS ATTENDED

<u>Date</u>	<u>Name</u>	<u>Where; With Whom</u>	<u>Re</u>
7/ 5	Senold, Weber	DS/H; Sorock, Low	Peru
7/10	Weber	DS/H; Miller	Peru IEE
7/10	Weber	State; Otto, Miller, Low	Peru IEE
7/11	Weber	DS/H; McVoy, Sorock	Peru IEE
7/19	LaNier	DS/H	Kenya
8/ 7	Boyer	State *	health & sanitation
8/20	Weber	DS/H; Low	Peru EA
8/20	Weber	State, LA Bureau, DAEC	Ecuador HG
8/20	Boyer	State *	preparation of AID's environmental manual Consultant-Guatemala
9/12	Senold	DS/H; Low, Conway Miller Myrick Haggart	Togo Consultant-Togo Kenya
9/13	LaNier	DS/H; Hussey	Kenya
9/13	LaNier	State	Kenya PP
9/14	LaNier, Campbell	State; Printz	programmatic assessment
9/14	Boyer, LaNier, Campbell	DS/H; Miller	programmatic assessment
9/18	Ramirez	DS/H; Pita	Ecuador
9/18	LaNier	DS/H; Hussey	Kenya PP
9/19	Senold	DS/H; Myrick, McVoy	Togo
9/19	Boyer	DS/H; Pita	Panama
9/21	Senold, Avalos	DS/H; Low	Guatemala
9/24	Boyer	DS/H; Pita	TA in Panama

* representing DS/H