

<b>AGENCY FOR INTERNATIONAL DEVELOPMENT</b> <b>PROJECT DATA SHEET</b>		<b>1. TRANSACTION CODE</b> <input type="checkbox"/> A = Add <input type="checkbox"/> C = Change <input type="checkbox"/> D = Delete	Amendment Number _____	<b>DOCUMENT CODE</b> <b>3</b>
<b>2. COUNTRY/ENTITY</b> Interregional		<b>3. PROJECT NUMBER</b> 936-3033		
<b>4. BUREAU/OFFICE</b> ST/POP		<b>5. PROJECT TITLE (maximum 40 characters)</b> University Overseas Service Program		
<b>6. PROJECT ASSISTANCE COMPLETION DATE (PACD)</b> MM DD YY 12 31 90		<b>7. ESTIMATED DATE OF OBLIGATION</b> (Under "B" below, enter 1, 2, 3, or 4) A. Initial FY 84 B. Quarter 4 C. Final FY 88		

<b>8. COSTS (\$000 OR EQUIVALENT \$1 = )</b>							
<b>A. FUNDING SOURCE</b>		<b>FIRST FY -84</b>			<b>LIFE OF PROJECT</b>		
		<b>B. FX</b>	<b>C. L/C</b>	<b>D. Total</b>	<b>E. FX</b>	<b>F. L/C</b>	<b>G. Total</b>
AID Appropriated Total		600		600	3,700		3,700
(Grant)		( 600 )	( )	( 600 )	( 3,700 )	( )	( 3,700 )
(Loan)		( )	( )	( )	( )	( )	( )
Other U.S.	1.						
	2.						
Host Country							
Other Donor(s)							
<b>TOTALS</b>		600		600	3,700		3,700

<b>9. SCHEDULE OF AID FUNDING (\$000)</b>									
A. APPROPRIATION	B. PRIMARY PURPOSE CODE	C. PRIMARY TECH. CODE		D. OBLIGATIONS TO DATE		E. AMOUNT APPROVED THIS ACTION		F. LIFE OF PROJECT	
		1. Grant	2. Loan	1. Grant	2. Loan	1. Grant	2. Loan	1. Grant	2. Loan
(1) PN				--		3,700		3,700	
(2)									
(3)									
(4)									
<b>TOTALS</b>				--		3,700		3,700	

<b>10. SECONDARY TECHNICAL CODES (maximum 6 codes of 3 positions each)</b>						<b>11. SECONDARY PURPOSE CODE</b>			
<b>12. SPECIAL CONCERNS CODES (maximum 7 codes of 4 positions each)</b>									
A. Code									
B. Amount									

**13. PROJECT PURPOSE (maximum 480 characters)**

To assist developing countries with various aspects their population/family planning activities, utilizing the diverse skills of recent U.S. graduates in population planning and related fields and mid-career professionals in population or those who are entering the population field.

<b>14. SCHEDULED EVALUATIONS</b>						<b>15. SOURCE/ORIGIN OF GOODS AND SERVICES</b>					
Interim		MM	YY	MM	YY	Final		MM	YY	<input type="checkbox"/> 000 <input type="checkbox"/> 941 <input type="checkbox"/> Local <input type="checkbox"/> Other (Specify) 935	

**16. AMENDMENTS/NATURE OF CHANGE PROPOSED (This is page 1 of a \_\_\_\_\_ page PP Amendment.)**

BEST AVAILABLE

<b>17. APPROVED BY</b>	Signature	Steven N. Funding			<b>18. DATE DOCUMENTED IN AID/W, OR FOR AID/W DOCUMENTS, DATE OF DISTRIBUTION</b>
	Title	Director, Office of Population			
		MM	DD	YY	MM DD YY
		05	08	84	

PROJECT AUTHORIZATION

Name of Country: Interregional      Project Title: University Overseas Service Program

Project Number: 936-3033

1. Pursuant to Section 104 of the Foreign Assistance Act of 1961, as amended, I hereby authorize the centrally funded project entitled "University Overseas Service Program," involving planned obligations of not to exceed \$3,700,000 in population grant funds over a five-year period from date of authorization, subject to the availability of funds in accordance with the A.I.D. OYB/allotment process, to help in financing foreign exchange and local currency costs for the project.

2. The project will provide developing countries with technical assistance from professionals -- recent graduates or mid-career -- who have completed advanced academic study in population, in areas such as health education, related clinical fields (e.g. nursing, midwifery), administration and management, evaluation, and public policy.

3. The contract, grant, or other agreements which may be negotiated and executed by the officer(s) to whom such authority is delegated in accordance with A.I.D. regulations and Delegations of Authority shall be subject to the following essential terms and covenants and major conditions, together with such other terms and conditions as A.I.D. may deem appropriate.

4. Source and Origin of Goods and Services

Commodities financed by A.I.D. under the project shall have their source and origin in the cooperating country\* or the United States, except as A.I.D. may otherwise agree in writing. Except for ocean shipping, the suppliers of commodities or services shall have the cooperating country or the United States as their place or nationality, except as A.I.D. may otherwise agree in writing.

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\*Each developing country where research, training, technical, or other assistance takes place under the project shall be deemed to be a cooperating country for the purpose of permitting local cost financing.

2

Clearances:

S&T/POP/IT:AHAarnes	<u>AA/AW</u>	Date	<u>4/19/84</u>
S&T/POP:SWSinding	<u>AS/SWS</u>	Date	<u>4/20/84</u>
S&T/HP:FHerder	<u>[Signature]</u>	Date	<u>6-7-84</u>
S&T/PO:GEaton	<u>[Signature]</u>	Date	<u>5-9-84</u>

[Signature]  
James Sarn  
Agency Director for Health  
and Population

6-8-84  
Date

ST/POP/IT:DVogel:dv:2/29/84:235-9675:W1988V

ACTION MEMORANDUM FOR THE AGENCY DIRECTOR FOR HEALTH AND POPULATION

FROM: S&T/POP, Steven W. Sinding *SW*

SUBJECT: University Overseas Service Program  
Project 936-3033

Action: Authorize a new five year project for the University Overseas Service Program, Project No. 936-3033, at an estimated total cost not to exceed \$3,700,000, and justify the selection of the University of Michigan as the recipient of this grant assistance because of their special capabilities and experience.

Discussion: We have received an unsolicited proposal from the U. of Michigan for a project to assist developing countries with various aspects of their population/family planning activities, utilizing the diverse skills of U.S. graduates in population planning and related fields.

The University Overseas Service Program (UOSP) is designed to meet these needs by providing technical expertise and service from professionals who have recently completed advanced academic study in population and related health fields. Mid-career professionals in population or those who are entering the population field are also eligible for internships. It will provide eight to ten internships per year for persons specializing in population planning, health education, other graduate health fields (e.g. nursing, midwifery), administration and management, evaluation, and other population-related areas. The internships will be for a period of 18 months to two years, in LDC ministries of health, family planning agencies and other institutions and universities involved in population planning. The UOSP will offer developing countries the knowledge and skills of these beginning professionals, while increasing the number and enhancing the quality of professionals committed to careers in the international population area.

This project is similar to a program established by A.I.D. in 1970. The University Overseas Population Internship program involved the University of Michigan, Johns Hopkins University and the University of North Carolina. Over the four years of the program, 62 interns served in approximately 20 countries for up to two years each. At the conclusion of the contract period, the program was evaluated and judged to be highly successful and cost effective in meeting program objectives. It was not continued because it was determined that by the time the project was completed, the pool of expertise in the population field was sufficient to meet the demand.

*4*

A project of this kind is needed at this point to meet the growing demand for technical assistance in population and family planning programs in developing countries. By offering competitive internships to recent graduates in population-related fields and a few mid-career professionals, these needs can be met by highly qualified people at a considerably reduced cost in comparison to consultants and other sources of assistance.

This project has been favorably reviewed by the Office of Population and the regional bureaus. Their comments will be reflected in the cooperative agreement with the University of Michigan.

The required Advice of Program Change has been completed and is in the clearance process.

#### Justification for Selection of Grantee

This project will be administered by the Center for Population Planning of the University of Michigan, one of the foremost population and family planning training and research programs in the United States. It has trained hundreds of persons from developing countries in concepts and skills needed for successful population projects. It has provided degree programs for U.S. citizens wishing to pursue population-related careers. The University of Michigan has experience in successfully administering a similar project, the University Overseas Population Interns program, which was funded by A.I.D. from 1971-1976. The project will support the improvement and expansion of activities in which the Center already engages and will provide opportunities for recent graduates from a variety of academic institutions and mid-career professionals to gain field experience while assisting LDC organizations and programs.

The project includes an unparalleled combination of capabilities and experience in program direction and administration. The project Advisory Board will play a major role in overall project direction, helping to identify LDC organizations in need of assistance and recruiting candidates for internships. The Advisory Board is composed of major U.S. universities and private and international organizations involved in population and family planning training and assistance.

6

Columbia University, Johns Hopkins University, the University of North Carolina, the Population Council, UNFPA and a West Coast university (possibly the University of California at San Francisco) will comprise the Board, in addition to A.I.D. and the University of Michigan. This combination of organizations will provide an outstanding body of expertise and experience in every relevant area -- population planning, demographic data collection and analysis, family planning services, training, IEC and research. The resources provided by the Advisory Board will complement and increase those of the University of Michigan. We feel that the University of Michigan is the most appropriate institution to implement an overseas internship program in the population field.

Recommendation: That you (1) sign the attached Project Authorization; (2) approve the selection of the grantee by signing below; and (3) sign the attached justification for a cooperation agreement.

Approved James E. A.

Disapproved \_\_\_\_\_

Date 6-8-84

Attachments:

- A. Project Workslope and Budget Proposal
- B. Project Authorization
- C. Project Data Sheet
- D. Justification for Cooperative Agreement

Clearances:

S&T/POP:AHAAarnes	<u>WA</u>	Date	<u>5/8/84</u>
S&T/POP:DGillespie	<u>DS</u>	Date	<u>5/20/84</u>
S&T/HP:FHerder	<u>[Signature]</u>	Date	<u>6-5-84</u>
S&T/PO:GEaton	<u>[Signature]</u>	Date	<u>5/11/84</u>
S&T:NCBrady	<u>[Signature]</u>	Date	<u>6/12/84</u>

ST/POP/IT:EMurphy:5/4/84:235-9675:W1988V

## I. Statement of Work

A. Project Objective

The project objectives are to provide relatively low-cost technical assistance to less developed countries' (LDC) population and family planning programs, and concurrently provide overseas experience for recent U.S. college/university graduates and mid-career professionals in population-related fields through internships overseas.

B. Scope of Work

The recipient will carry out the tasks herein described and more fully explained in the unsolicited proposal entitled "University Overseas Service Program," (UOSP) dated January 4, 1984 and incorporated herein as Attachment B.

In general, the plan of action will consist of identifying institutions/organizations for placing interns in developing countries' population and family planning programs, recruiting and selecting appropriate interns for those institutions, orienting new interns to their assignments, monitoring the performance in the field, debriefing interns upon completion of their overseas assignment, and evaluating the project. The above tasks will be administered by the recipient and assisted by an experienced Advisory Board in cooperation with the AID Cognizant Technical Officer (CTO) assigned to this project. Each overseas internship shall be for 18 - 24 months.

1. During the first months of the project, the recipient will form an Advisory Board, consisting of approximately 8 members. The members of the Advisory Board shall include, but not necessarily be limited to the following institutions: the University of Michigan, the University of North Carolina, the Johns Hopkins University, Columbia University, a West Coast university, the UNFPA, the Population Council, the AID/CTO and a former intern from a similar overseas internship program which AID supported in the 1970s. The Advisory Board will meet twice yearly at sites to be determined.
2. The recipient, in concert with the Advisory Board, and the AID/CTO, will identify LDC placement sites for the interns in collaborating family planning agencies; ministries of health, education, planning, or other relevant ministries; private organizations; or LDC universities engaged in population or family planning programs. High priority will be given to existing AID-supported projects whose need for intern assistance will be ascertained through communication with AID Office of Population, the Regional Bureaus, and AID Missions.
3. Eight to ten interns will be placed each year with up to 40 interns placed by the time the five-year project is completed. Interns will be selected through a wide-ranging search. Announcements and descriptions of the internship program will be mailed regularly to all U.S. universities with masters or doctoral programs in population or population-related

fields and to all U.S. organizations that might have as staff members recent graduates of such programs as well as those in mid-career. Notices will also be placed in appropriate newsletters and journals. The recipient will frequently and directly contact U.S. organizations, colleges and universities to learn of potential candidates.

4. Interns will be selected by the recipient in concert with the Advisory Board; all interns must be approved by AID/W, the USAID Mission and the host country in which they are to serve. Interns will be selected on the basis of their qualifications to meet the identified needs of LDC population and family planning projects, their population interests and career intentions, language skills and geographic preferences. Every effort will be made to place interns at appropriately high levels in LDC projects. All U.S. citizens will be eligible. Consideration will also be given to a few graduates and mid-career professionals in non-population fields who have critical skills needed in LDC population and family planning programs, such as IEC, curriculum development, statistical, or evaluation skills. Efforts will be made to reach such candidates. Each intern will serve from 18 to 24 months in the program of which at least 18 months shall be in overseas residence.

5. Each intern will be assigned an advisor who will be a member of the University of Michigan staff or the Advisory Board. Advisors may be assigned more than one intern, depending on similarity of projects or geographic considerations. The Project Director will have overall responsibility for administering the UOSP, managing the AID cooperative agreement and providing logistic support for interns in the field. The Director, in concert with each intern advisor, will evaluate intern performance, supervise production of intern reports and ensure that final reports are reproduced and transmitted to the AID CTO for review and future use. Advisors will maintain direct contact with their interns on a regular basis; they will monitor progress and respond to their written reports and other communications, as required. In addition, each intern will have a host country supervisor in the field to guide and monitor his or her progress.

6. The Project Administrator will seek country clearances through the AID/CTO. He will make all necessary logistical arrangements for each intern's international travel, visas, health insurance, air and sea freight, etc.

7. Orientation for new interns will take place twice yearly at the University of Michigan, or some other designated site. Each will consist of approximately five days of briefings, seminars, private interviews with advisors, interviews with the project director and administrator, films and review of appropriate background materials. At appropriate times during the five-year life of project, videotapes, audiotapes, and/or reports of previous years' interns will be used to supplement orientations. Representatives of LDCs and staff who have lived in LDCs will contribute to the orientations. UM may orient some interns on an individual basis if the scheduling of their overseas assignment does not fit in with the regularly scheduled orientations.

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8. Interns will be required to visit the AID/Washington CTO for S&T/POP briefings prior to their departure overseas.

9. The recipient will establish a formal mechanism for coordinating program activities among the University of Michigan, the advisors, the AID/CTO, U.S. interns and host country supervisors. The recipient will provide each intern in the field with periodic news about the program and the experiences of other contemporary interns.

10. The recipient will negotiate with each collaborating LDC institution certain contributions including logistical support, provision of office space, local transportation for site visits, lodging or other support as may be practicable.

11. Exit interviews will take place at the University of Michigan. Some interns will contribute to the university's international population program by giving talks or seminars to graduate students and staff. Some of these talks or seminars, or similar debriefing will be taped for future use for orienting new interns.

#### C. Reports

The recipient will submit three (3) copies of the following reports to the AID/W CTO and two (2) copies to the appropriate AID mission within 45 days of the completion of each specified period:

1. A progress report for every six months of the project except the last six-month period;
2. A final report at the conclusion of the five-year life of the project;
3. A copy of each intern's reports required for every six-month period of that intern's internship.

#### D. Evaluations

Evaluations will be of two kinds:

1. At the conclusion of each intern's project, the host country collaborating institution will forward a written evaluation of the contributions of the intern to the UM Program Director. The LDC evaluations will describe the intern's skills and program contribution during his/her tour. Two (2) copies of each evaluation will be sent to the AID/CTO.

9

2. Three years after the beginning of the project, an outside evaluation by contractors approved by AID and representatives of the recipient will be conducted. It will focus on achievement of the project objectives, management, mid-course recommendations for improvement, and a follow-up report on the current occupation of each intern who participated in and completed the program.

## II Key Personnel

The key personnel which the recipient will furnish for the completion of the project are:

The Project Director, Dept. of Population Planning, The School of Public Health, the University of Michigan; will devote 35% of his/her time to the project.

The Project Administrator, Dept. of Population Planning, School of Public Health, University of Michigan; will devote 65% of his/her time to the project.

Secretary, 100% of time

## III. Terms and Conditions

The project will be carried out in accordance with Standard Provisions for U.S. Educational Institutions--attached. The recipient will ensure full compliance with AID prohibitions on abortion-related activities and will make certain that Standard Provision No. 18 is made part of any sub-agreement or contract with UOSP interns and/or their LDC collaborating institutions.

## IV. Periods of Contract

The effective start date of this project will be July 1, 1984. The estimated completion date is June 30, 1989. The Project Activities completion date (PACD) will be December 31, 1990.

FIVE YEAR BUDGET: U. of Michigan's

University Overseas Service Program

INTERN EXPENDITURES

	Year I <sup>1</sup>	Year II <sup>2</sup>	Year III <sup>2</sup>	Year IV <sup>2</sup>	Year V <sup>1</sup>	Total
Salaries @ 20 k/yr	100,000	400,000	400,000	400,000	200,000	
*Fringe @ 22%	22,000	88,000	88,000	88,000	44,000	
	<u>122,000</u>	<u>488,000</u>	<u>488,000</u>	<u>488,000</u>	<u>244,000</u>	1,830,000
Settlement Allowance	10,500	11,025	11,576	12,155	-0-	45,256
Dependents Allowance	15,000	30,000	30,000	30,000	15,000	120,000
Health Exams/Innoculations	1,000	1,000	1,000	1,000	-0-	4,000
LDC Supervisors Honoraria	-0-	10,000	10,000	10,000	10,000	40,000
Language Training	10,000	10,000	10,000	10,000	-0-	40,000
Contingency Funds	10,000	10,000	10,000	10,000	10,000	50,000
Rest and Recreation	-0-	10,000	10,000	10,000	10,000	40,000
Domestic Travel	15,600	21,160	23,276	25,604	5,324	90,964
#Overseas Travel	16,250	35,750	39,325	43,258	23,792	158,375
Total	200,350	626,935	633,177	640,017	318,116	2,418,595
Indirect Costs 19.7%	39,469	123,506	124,736	126,083	62,669	476,463
TOTAL INTERN COSTS	<u>239,819</u>	<u>750,441</u>	<u>757,913</u>	<u>766,100</u>	<u>380,785</u>	<u>2,895,058</u>

CORE EXPENDITURES

Salaries						
Director, 35%	21,064	22,117	23,223	24,384	25,603	
Administration, 65%	17,550	18,428	19,349	20,316	21,332	
Secretary, 100%	16,000	16,800	17,640	18,522	19,488	
	54,614	57,345	60,212	63,222	66,423	
Fringe, 22%	12,015	12,615	13,247	13,909	14,613	
	<u>66,629</u>	<u>69,961</u>	<u>73,459</u>	<u>77,131</u>	<u>81,036</u>	368,216
Board Honoraria	15,000	15,750	16,538	17,364	18,232	82,884
Board Travel	7,200	7,920	8,712	9,538	10,542	43,957
Orientation Consultants	4,000	4,000	4,000	4,000	4,000	20,000
Overseas Travel, U. of Mich. & Advisory Board	15,000	16,500	18,150	19,965	21,962	91,577
Supplies (phone, xerox, etc)	9,000	9,450	9,923	10,419	10,940	49,732
	<u>116,829</u>	<u>123,581</u>	<u>130,782</u>	<u>138,462</u>	<u>146,712</u>	656,366
Indirect Costs, 19.7%	23,015	24,345	25,764	27,277	28,902	129,304
TOTAL CORE COSTS	<u>139,844</u>	<u>147,926</u>	<u>156,546</u>	<u>165,739</u>	<u>175,614</u>	<u>785,670</u>
TOTAL INTERN + CORE	379,663	898,367	914,459	931,839	556,399	<u>3,680,728</u>

1/Ten interns overseas; 2/Twenty interns overseas

\*Includes major medical and accident insurance; covers travel to best treatment site, even if in Europe or USA

#Includes 100-500lbs of air freight

\*\*For mid-career professionals, this salary may be increased; in this case, the overall number of interns will be decreased in order not to exceed the total amount allocated to salaries.