

UNITED STATES INTERNATIONAL DEVELOPMENT COOPERATION AGENCY
AGENCY FOR INTERNATIONAL DEVELOPMENT
WASHINGTON, D.C. 20523

DARD-1
73385
598-0436
G-3049

JUL 27 1983

Mr. E. David Luria
Director of Administration
National Association of the
Partners of the Alliance, Inc.
1424 K Street, N.W.
Suite 700
Washington, D.C. 20005

Subject: Grant No. LAC-0436-G-SS-3049-00

Dear Mr. Luria:

Pursuant to the authority contained in the Foreign Assistance Act of 1961, as amended, the Agency for International Development (hereinafter referred to as "A.I.D." or "Grantor") hereby provides to the National Association of the Partners of the Alliance, Inc. (hereinafter referred to as "NAPA" or "Grantee") the sum of Two Hundred Thousand Dollars (\$200,000) in support of a project entitled "Partners of the Americas Central American Development Program" as more fully described in Attachment 2, entitled "Program Description".

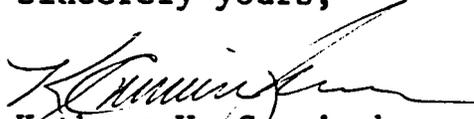
This Grant is effective and obligation is made as of the date of this letter and shall apply to commitments made by the Grantee in furtherance of program objectives through the estimated completion date of July 31, 1986. Funds disbursed by AID but uncommitted by the Grantee at the expiration of this period shall be refunded to A.I.D.

The total estimated amount of the program is \$600,000, of which \$200,000 is hereby obligated. AID shall not be liable for reimbursing the Grantee for any costs in excess of the obligated amount. However, subject to the availability of funds, and program priorities at the time, AID may provide additional funds during the Grant period up to a maximum of \$400,000. It is anticipated that the obligated amount will be sufficient to carry the Grant through July 31, 1984.

This Grant is made to the Grantee on condition that the funds will be administered in accordance with the terms and conditions as set forth in Attachment 1, the Schedule, Attachment 2, the Program Description, and Attachment 3, the Standard Provisions, which have been agreed to by your organization.

Please acknowledge receipt and acceptance of this Grant by signing all copies of this Cover Letter, retain one set for your files, and return the remaining copies to this office, being sure to return all copies marked "Funds Available".

Sincerely yours,



Kathryn Y. Cunningham
Grants Officer
Regional Operations Division-LAC
Office of Contract Management

Attachments:

1. Schedule
2. Program Description
3. Standard Provisions

ACKNOWLEDGED:

National Association of the Partners of the Alliance, Inc.

BY: E. David Lura

TYPED NAME: E. DAVID LURA

TITLE: Director of Administration

FISCAL DATA

PIO/T No.: 598-0436-1-6531334
Appropriation No.: 72-1131021.6
Budget Plan Code: LDAA-83-35598-DG-12
Allotment No.: 346-65-598-00-69-31
This Obligation: \$200,000
Total Estimated Cost: \$600,000
E.I. No.: 52-0848769
Technical Office: LAC/DP/SD
Funding Source: AID/W/FM/PAD

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ATTACHMENT 1

SCHEDULE

A. Purpose of Grant:

The purpose of this Grant is to provide support for a program entitled Partners of the Americas Central American Development Program, as more specifically described in Attachment 2 to this Grant entitled "Program Description."

B. Period of Grant:

1. The effective date of this Grant is August 1, 1983 and the estimated expiration date is July 31, 1986.

2. Funds obligated hereunder are available for program expenditures for the estimated period August 1, 1983 to July 31, 1984, as shown in the Financial Plan below.

C. Amount of Grant and Payment:

1. The total estimated amount of this grant for the period shown in B.1. above, is \$600,000.

2. AID hereby obligates the amount of \$200,000 for program expenditures during the period set forth in B.2. above and as shown in the Financial Plan below.

3. Payment shall be made to the Grantee in accordance with procedures set forth in Attachment 3 - Standard Provision No. 7A entitled "Payment - Federal Reserve Letter of Credit (FRLC) Advance."

4. Additional funds up to the total amount of the Grant shown in C.1. above may be obligated by AID subject to the availability of funds, program priorities at the time, and requirements of the Standard Provisions of the Grant, entitled "Revision of Financial Plans."

D. Financial Plan:

1. The following is the Financial Plan for this Grant, including local cost financing items, if authorized. Revisions to this Plan shall be made in accordance with Standard Provision of this Grant, entitled "Revision of Financial Plans."

2. Without the prior written approval of the AID Grants Officer, the Grantee may not exceed the Grand Total set forth in the budget.

<u>Category</u>	<u>Total</u>
PROGRAM MANAGEMENT	
Salary, regional representative	\$ 81,000
Fringe benefits	16,200
Secretarial assistance	18,000
Regional office expenses & rental	21,600
Communications	14,400
Staff Travel	
Airfare	21,600
Per diem	27,000
NAPA management & administration	<u>90,000</u>
<u>Sub-Total Program Management</u>	\$ 289,800
PROGRAM COSTS	
Regional workshops	
North-south workshop	105,000
South-south workshop	36,000
Publication costs	
4 newsletters/year	18,000
Postage	2,400
Exchange of volunteer specialists	44,800
Small grants	95,000
Materials development	<u>9,000</u>
<u>Sub-Total Program Costs</u>	<u>310,200</u>
<u>Total</u>	\$ <u>600,000</u>

E. Reporting:

1. Financial Reporting

a. Financial reporting requirements shall be in accordance with the Standard Provision of this Grant entitled "Payment - Federal Reserve Letter of Credit (FRLC) Advance".

b. The original and two copies of all financial reports shall be submitted to AID, Office of Financial Management, Program Accounting Division (FM/PAD), Washington, D.C. 20523. In addition, five copies of all financial reports shall be submitted to the Technical Office specified in the Cover Letter of this Grant.

2. Program Performance Reporting

a. The Grantee shall submit quarterly program performance reports, and a final report, which briefly presents the following information:

(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 or projects can be readily quantified, such quantitative data should be related to cost data for computation of unit costs,

(2) Reasons why established goals were not met, and

(3) Other pertinent information including, when appropriate, analysis and explanation of cost overruns or high unit costs.

b. Between the required performance reporting dates, events may occur that have significant impact upon the program. In such instances, the Grantee shall inform AID 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 project work units by established time periods. This disclosure shall be accompanied by a statement of the action taken, or contemplated, and any AID 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.

c. If any performance review conducted by the Grantee discloses the need for change in the budget estimates in accordance with the criteria established in the Standard Provision of this Grant entitled "Revision of Financial Plans", the Grantee shall submit a request for budget revision.

d. Five copies of each program performance report shall be submitted to the Technical Office specified in the Cover Letter of this Grant.

3. Special Reports

The Grantee shall provide special reports as requested by the AID Grant Officer and, the AID/W Project Officer Peter Romano.

F. Overhead Rate:

No overhead costs will be applied to this grant.

G. Special Provision:

1. OMB Circular A-122

a. The cost principles contained in "OMB Circular A-122" are synonymous with Subpart "1-15.6 of the Federal Procurement Regulations (FPR)".

b. Subpart 1-15.6 reserves the sections on bid and proposal costs and independent research and development costs. AID and the Grantee hereby agree upon the following treatment of these costs, pending such time as the FPR is amended to include them:

(1) Bid and proposal (b&p) costs are the immediate costs of preparing bids, proposals, and applications for potential Federal and non-Federal grants, contracts and agreements, including the development of scientific, cost, and other data needed to support the bids, proposals, and applications. (B&p) costs of the current accounting period are allowable as indirect costs. (B&p) costs of prior accounting periods are unallowable in the current period. In this

regard, (b&p) costs incurred for the preparation of requests for specific projects and programs are acceptable for recovery as indirect costs. However, proposal costs incurred in the attempt to obtain unrestricted funds are to be treated as fund raising and must be included in the organization's direct cost base. (B&p) costs do not include independent research and development costs which are covered by paragraph (2) below, or preaward costs covered by Attachment B, Paragraph 33, of OMB Circular A-122. (FPR 1-15.603.2.)

(2) Independent research and development (r&d) costs are for (r&d) conducted by an organization which is not sponsored by Federal or non-Federal grants, contracts or other agreements. Independent (r&d) costs must be included in the organization's direct cost base for allocation of its proportionate share of indirect costs. The costs of independent (r&d), including its proportionate share of indirect costs, are unallowable under AID agreements.

H. Alterations and Additions to Standard Provisions:

1. Delete the following Standard Provisions:
 - a. Provision 5A : Negotiated Overhead Rates -
Predetermined
 - b. Provision 5B :- Negotiated Overhead Rates -
Nonprofit Organizations Other
Than Educational Institutions
 - c. Provision 7B : Payment - Periodic Advances
 - d. Provision 7C : Payment - Reimbursement
 - e. Provision 10A : Procurement of Goods and
Services Under \$250,000
 - f. Provision 13B : Title to and Care of Property
(U.S. Government Title)
 - g. Provision 13C : Title to and Care of Property
(Cooperating Country Title)
 - h. Provision 20 : Patents

2. Add the following Standard Provisions:

a. Provision 20 : Patent Rights (Small Business
Firms and Non profit
Organizations)

3. The Standard Provisions of this Grant are hereby
amended to include the attached Alterations in Grant dated July
1983.

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Program Description

PARTNERS OF THE AMERICAS
CENTRAL AMERICAN DEVELOPMENT PROGRAM

Program Purpose

The purpose of the Partners of the Americas Central American Development Program is to stimulate the socio-economic development of the countries in Central America that participate in the Partners of the Americas program. This will be achieved by strengthening the local institutional capacity of the partnerships and enhancing the ability to plan and manage solid development projects benefiting their communities. These activities, jointly planned and carried out by private sector volunteer committees in both the North and South sides of the partnership, constitute projects in the general program sector areas of agriculture and rural development, health and nutrition, special education and rehabilitation, professional education and community education, women in development, and small enterprise and private sector development.

General Plan of Activity

1. Strengthen the existing institutional North-South ties between the United States and Central American institutions through the partnerships, with the goal of building on specific projects that these institutions and partnerships will carry out.
2. Revitalize the South-South Central American "network" that is threatened with stagnation by providing opportunities for Central American private and public sector leaders to rebuild their lines of communications and cooperation.
3. Enhance the ability of the Partners program to carry out this "linkage" and "networking" process by establishing a Regional Representative position in Central America to professionally manage this program.
4. The overall goal in this North-South linkage and South-South networking process is to maintain the foundation for building strong, democratic institutions in these countries.

Scope of Work

In order to accomplish the program purpose, Partners of the Americas will:

1. Conduct two major sector-oriented partnership development workshops per year over the three-year period - one joint workshop for the U.S. and Central America/Panama, and one for Central America/Panama.
2. Make "seed" grants of up to \$5,000 for projects developed by the Central American partnerships. These grants will support clearly identifiable and tangible activities such as a small business development program for low-income women in Costa Rica; the development of income-generating activities and a cooperative among a rural community in Honduras; and a swine breeding project for rural youth groups in Guatemala.

Implementation Plan

The following is the implementation plan that will be followed during the program:

1. Month Three (Year I): Central American Representative in place and trained;
2. Month Six (Year I, II, III): Selection of "Seed" Grant Project Proposals - Round 1;
3. Month Eight (Year I, II, III): Central American Regional Partnership Development workshop;
4. Month Ten (Year I, II, III): U.S./Central America Joint Regional Partnership Development Workshop;
5. Month Twelve (Year I, II, III): Selection of "Seed" Grant Project Proposals - Round 2;
6. Month Six (Year III): Evaluation of Program Activities.