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U.S. AGENCY FOR
INTERNATIONAL
DEVELOPMENT

FEB 2 1993

Ettore Leale
American Red Cross
Office of International Services
431 18th Street, N.W.
Washington, D.C. 20006

Subject: GRANT NO. AOT-3003-G-00-3033-00

Dear Mr. Leale:

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 American Red Cross (hereinafter referred to as "AmCross" or "Grantee") the sum of One Million Four Hundred Forty-two Thousand Nine Hundred Eighty-five Dollars (\$1,442,985.00) to supply relief parcels to the displaced in former Yugoslavia, and to provide delegates to assist in the relief effort in Bosnia-Herzegovina and Croatia. The program shall be as more fully described in Attachment No. 1 of the Grant entitled "Schedule" and the Grantee's application entitled "Support Relief Activities in the former Yugoslavia" dated December 30, 1992.

This Grant is effective and obligation is made as of the date of this cover letter and shall apply to commitments and expenditures made and/or incurred by the Grantee in furtherance of the project objectives during the period December 1, 1992 through June 30, 1993.

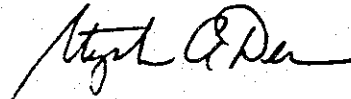
This Grant is made to the Grantee on condition that the funds will be administered in accordance with the terms and conditions as set forth in Attachment No. 1, the Schedule; Attachment No. 2, Standard Provisions; Attachment No. 3, Additional Standard Provisions; and the Grantee's proposal/application entitled "Support Relief Activities in the former Yugoslavia" dated December 30, 1992, which have been agreed to by your organization.

The total estimated amount of AID support is \$1,442,985.00, which is hereby obligated. AID shall not be liable for reimbursing the Grantee for any costs in excess of the obligated amount.

GRANT NO. AOT-3003-G-00-3033-00

Please acknowledge receipt of this Grant by signing all copies of this cover letter, retaining one set for your files, and return the remaining copies to Ms. Amanda Downing, Agency for International Development, OFDA/OS, Room 1262A NS, Washington, DC 20523-0008.

Sincerely,



Stephen A. Dean
Grant Officer
A Division, AOT Branch
Office of Procurement

Attachments:

1. Schedule
2. Standard Provisions
3. Additional Standard Provisions

ACKNOWLEDGED:

AMERICAN RED CROSS

BY: James R. Jones

TYPED NAME: GERALD R. JONES

TITLE: DIRECTOR, INTERNATIONAL RELIEF + DEVELOPMENT

DATE: 2-11-93

FISCAL DATA

PIO/T No.	: 968-3003-93-34-3684954
Appropriation No.	: 72-1131021.1
Budget Plan Code	: EDVA-93-16830-IG41
Total Estimated Cost	: \$1,442,985.00
Total Obligated Amount	: \$1,442,985.00
Project Officer	: Christopher Keppler, OFDA/DRD
CEC	: 00-426-531A 094002706 BH
TIN	: 00-3255213 530196605 BH

SCHEDULE

A. BACKGROUND

Since the beginning of the civil war in June 1991, over 18,000 people have died and more than 1,900,000 have been displaced or are refugees in the former Yugoslavia. Fighting, lack of fuel and spare parts and the flight of farmers from villages affected by the conflict severely hampered this years' harvest in the various republics and, in Croatia and Bosnia-Herzegovina, food production was down by 50 percent and 30 percent, respectively.

In addition, the fighting has paralyzed transportation and virtually halted inter-republic food trade. The collapse of the economy has left many displaced persons and refugees unable to purchase foodstuffs, hygiene articles or repair materials for their homes even if these items were to become available on the local market.

B. PURPOSE OF GRANT

1. OBJECTIVE

To support approximately 500,000 displaced persons in UN Protected Areas in Bosnia-Herzegovina and Croatia (Banja Luka, Bihac, Mostar, Bosanski Brod, Sokolac, Modrica, Grudel, Zenica, Trebinje, Bejeljina, Velika Kladusa, Cazim, Jerzerski, Buzim, Busovaca and Nevesinje and other areas designated as having important needs as mutually determined with the FHA/OFDA Dart representatives.) The American Red Cross, through the International Committee of Red Cross (ICRC) and the International Federation of Red Cross (IFRC) Appeals for the former Yugoslavia, seeks to purchase and distribute 24,400 food parcels; 19,000 hygiene parcels and 9,000 baby parcels. AmCross shall also provide ten (10) field delegates, a Geneva delegate, a project manager and a project specialist.

2. SCOPE OF WORK

Field Delegates: The AmCross Field Delegates will be assigned to the ICRC delegations in Boasnia-Herzegovina and the IFRC delegations in Croatia and will support the food distribution operations and trace activities of the delegations.

SCHEDULE

Liaison and Logistics Delegate: This delegate will be assigned to the former Yugoslavia Task Force at the IFRC headquarters in Geneva, Switzerland. This delegate will coordinate the relief efforts with other Red Cross and Red Crescent Societies, the United Nations High Commissioner for Refugees (UNHCR), the World Food Program (WFP) and other United Nations agencies in Geneva and will be responsible for the logistic aspects of bulk food, food parcels, baby and hygiene article shipments.

Project Manager: The Project Manager at the Office of International Service of the American Red Cross will manage, supervise and report on the US \$10 million bulk food grant from Food for Peace (FFP) and provide day-to-day operational information to US Government agencies and the national media.

Project Specialist: The Project Specialist at the Office of International Services of the American Red Cross will coordinate the logistics of in-kind shipments of the relief commodities from the United States.

C. PERIOD OF GRANT

1. The effective date of this Grant is the date on the Grant Cover Letter and the Completion Date is June 30, 1993.
2. Funds obligated hereunder are available for expenditures for the period December 1, 1992 through June 30, 1993.

D. AMOUNT OF GRANT AND PAYMENT

1. The total amount of this Grant for the period shown in Section C.1. above, is \$1,442,985.00.
2. A.I.D. hereby obligates the amount of \$1,442,985.00 for project expenditures during the period set forth in Section C.2. above, and as shown in the Grant Budget in Section E.
3. Payment will be made to the Grantee in accordance with procedures set forth in Attachment No. 3 - Additional Standard Provision No. 1 entitled "Letter of Credit".
 - a. The Grantee shall submit the required documentation to the following address:

SCHEDULE

Agency for International Development
Office of Financial Management (FA/FM/CMP/CGLC)
Room 703, SA-2
Washington, DC 20523-0209

b. In addition, one copy of all financial reports shall be submitted to the A.I.D. Project Officer, Chris Keppler or his designee, at the following address:

Chris Keppler
FHA/OFDA/DRD
Room 1262A NS
Washington, DC 20523-0008

E. GRANT BUDGET

The following is the budget for this Grant. The Grantee may not exceed the total obligated amount. The Grantee may adjust line item amounts within the grand total as may be reasonably necessary for the attainment of project objectives, consistent with restrictions cited in Attachment 2 - Standard Provision No. 4 of this Grant entitled "Revision of Grant Budget".

BUDGET

<u>LINE ITEMS</u>	<u>COSTS</u>
I. PERSONNEL	
<u>Field Delegates</u>	
10 delegates @ \$3,000/Mo. x 6 Mos.	\$ 180,000
Fringe Benefits @ 25%:	
\$750/Mo. x 10 <i>former Yugoslavia</i>	\$ 45,000
R/T air fare to Mozambique via Geneva (\$2,000 ea. x 10)	\$ 20,000
Processing/Immunizations, etc. \$650 ea. x 10	\$ 6,500
Washington Briefing/Debriefing \$1000 ea. x 10	\$ 10,000
SUB-TOTAL	\$ 261,500

SCHEDULE

<u>LINE ITEMS</u>	<u>COSTS</u>
<u>Liaison & Logistics Delegate</u>	
Salary (\$3,750/Mo. x 6 Mos.)	\$ 22,500
Fringe Benefits (\$937.50/Mo. x 6 Mos.)	\$ 5,625
R/T air fare to Geneva	\$ 1,400
Washington Briefing/Debriefing (\$1,000)	\$ 1,000
SUB-TOTAL	\$ 30,525
<u>Project Manager</u>	
Salary (\$2,500/Mo. x 6 Mos.)	\$ 15,000
Fringe Benefits @ 15% (\$375 x 6 Mos.)	\$ 2,250
Indirect Costs (57% of \$15,000)	\$ 8,550
Admin. Costs (\$250/Mo. x 6 Mos.)	\$ 1,500
R/T air fare to field via Geneva (2 trips @ \$2,500)	\$ 5,000
SUB-TOTAL	\$ 32,300
<u>Project Specialist</u>	
Salary (\$2,167/Mo. x 6 mos.)	\$ 13,000
Fringe Benefits @ 15% (\$325 x 6 Mos)	\$ 1,950
Indirect Costs (57% of \$13,000)	\$ 7,410
Admin. Costs (\$250/Mo. x 6 Mos.)	\$ 1,500
R/T air fare to field via Geneva (2 trips @ \$2,500)	\$ 5,000
SUB-TOTAL	\$ 28,860
TOTAL PERSONNEL	\$ 353,185
II. COMMODITIES	
Family Food Parcel (\$22 ea. x 24,400)	\$ 536,800
Hygiene Parcel (\$22 ea. x 19,000)	\$ 418,000
Baby Parcel (\$15 ea. x 9,000)	\$ 135,000
TOTAL COMMODITIES	\$1,089,800
TOTAL ESTIMATED COST	\$1,442,985

SCHEDULE

F. REPORTING

1. Financial Reporting

a. Financial reporting requirements shall be in accordance with the Additional Standard Provisions No. 1 of this Grant entitled "Payment - Letter of Credit", as shown in Attachment No. 3.

b. The original and two copies of all financial reports (Financial Status Report - Form 269) shall be submitted to the Office of Financial Management, whose address is listed in Section D.3.a. of this Schedule.

c. In addition, two copies of all financial reports shall be submitted to OFDA, Rm 1262A NS, Washington, DC 20523-0008, one copy for the Project Officer, Christopher Keppler, and one copy for the Operations Support Division, Amanda Downing.

d. Each financial report shall include:

PIO/T	:968-3003-93-34-3684954
Project No.	:3003
Project Name	:Distribution of Relief Parcels
Grant No.	:AOT-3003-G-00-3033-00
Project Officer	:Christopher Keppler

2. Program Evaluation Reporting

The Grantee shall submit bi-monthly progress reports, and a final report at the completion of the project to the Project Officer, OFDA Washington. The reports shall document progress vis-a-vis program objectives, problems encountered, corrective procedures followed, significant program developments during the reporting period and projected accomplishments for the next reporting period. Analysis and cost also shall be included here. Two copies of each program performance report should be submitted to OFDA. The final report shall be submitted no later than ninety (90) days after the completion of the project. The bi-monthly reports should also be sent to Bill Steubner at the American Embassy in Zagreb.

SCHEDULE

G. INDIRECT COST RATE

Pursuant to the Additional Standard Provisions of this Grant entitled "Negotiated Indirect Cost Rates--Provisional", a rate or rates shall be established for each of the Grantee's accounting periods which apply to this Grant. Pending establishment of revised provisional or final indirect cost rates for each of the Grantee's accounting periods which apply to this Grant, provisional payments on account of allowable indirect costs shall be made on the basis of the following negotiated provisional rate applied to the base, which is set forth below:

<u>TYPE</u>	<u>RATE</u>	<u>BASE</u>	<u>PERIOD</u>
Provisional	57%	Direct Salaries*	7/1/91 until amended

*Direct salaries and wages excluding all fringe benefits.

Provisional	15%	Salaries Wages	7/1/90 until amended
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Should final rates result in upward adjustments, payment of such upward adjustments would only be allowable within the total obligated amount of the Grant.

H. SPECIAL PROVISIONS

1. Due to the emergency nature of the program and the need to respond quickly to changing situations and pursuant to Section 491 of the FAA, as amended, the geographic code for procurement of goods and services is authorized as "935" (Special Free World) including the Host Country.

2. Delivery of Notices. For purposes of "Notices" delivered to the A.I.D. Grant Officer, pursuant to the Standard Provision 13 of this Grant entitled "Notices", the following address shall be used:

a. Regular U.S. Mail

Grant Officer
Agency for International Development
Office of Procurement
Division A - AOT Branch
Washington, DC 20523-1425

SCHEDULE

b. Express Mail or Hand Delivery

Grant Officer
Agency for International Development
Office of Procurement
Division A - AOT Branch
15th Floor Receptionist
1100 Wilson Blvd.
Arlington, VA 22209

3. Zip Codes. Use on the following nine-digit zip codes instead of the five digit codes shown in the Standard Provisions and Additional Standard Provisions.

<u>Standard Provisions</u>	<u>Zip Code</u>
Disputes Clause	20523-0051
Payment - Letter of Credit	20523-0209
Procurement of Goods and Services	20523-1414

4. Title to Property

Property provided herein shall be handled pursuant to Additional Standard Provision No. 20 entitled "Title to and Use of Property (Grantee Title) in Attachment No. 3 of this Grant.

Notwithstanding the requirements of Additional Standard Provision No. 20, the Grantee will provide the Grant Officer a complete inventory of application property on a quarterly basis and request disposition instructions from the Grant Office for all property at the completion of the Grant.

(END OF SCHEDULE)