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Finanzas para el Desarrollo**

QUARTERLY REPORT

January - March, 2006

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Accelerated Microenterprise Advancement Project (AMAP) Financial Indefinite Quantity
Contract (IQC)
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Economic Opportunities Strategic Objective Team (EO SOT)
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Quarterly Report for PREMIER: January - March 2006

I. Progress Report for January 1 – March 31

A. Project Administration

A.2. Contract Deliverables and Reporting

All routine reporting requirements to USAID were fulfilled by DAI. *Task A.2.2. Quarterly report* was submitted to USAID, as well as *Task A.2.4. Report matrix*. No major comments were received by USAID regarding the content of these reports.

As reported in the final 2005 quarterly report, in December PREMIER submitted its *2006 work plan* to USAID/Bolivia. In compliance with USAID's request, PREMIER prepared three budget scenarios: a full budget meeting the Project ceiling of \$3,863,766; a middle scenario budget of \$3,677,317, and; a low budget scenario of \$3,577,000, which is the amount currently obligated.

As of March 31, four months since the submission of the proposed work plan, DAI had not received a formal response from USAID/Bolivia regarding the final Project budget. Our CTO did provide unofficial information indicating that our final budget would likely fall between the low and middle scenarios. Given the budget uncertainty, we opted for a conservative strategy, deciding to plan based on the amount of \$3,577,000. We have initiated an ongoing budget planning exercise consisting of detailed updated budget reports. These reports will allow us to maximize our financial resources and to more accurately predict final Project expenditures. A copy of this report, dated March 31, is attached as Annex 1.

A.4. General Administrative Tasks

PREMIER Close-out Plan

During this quarter PREMIER began the close out planning process. We have attempted to develop a very complete matrix containing all the areas and activities which will require special attention as the project winds down. The matrix is attached as Annex 6. Our objective is to manage a smooth, timely and predictable close-out process. We want to avoid last minute, unplanned administrative tasks that would put undue pressure on both PREMIER and USAID. Therefore, we plan to engage USAID/Bolivia's collaboration in implementing the close-out activities. As an initial step, we are requesting feedback from USAID on the close-out plan.

B. Component 1 – Policy and Regulation

B.1. Encourage and Support Financial Policy and Legal Reform

During the first three months of the new MAS-led Government, the financial policy environment has not become any clearer. By the end of March, there had been no concrete strategies or initiatives announced by the Government. There were, on the other hand, pronouncements by the new super Minister of Planning Carlos Villegas and others within the Government. These pronouncements referred to the Government's commitment to increase productive enterprise development, in both urban and rural areas. It is the Government's belief that access to low interest credit is one of the principal obstacles to this development. Villegas described, in general terms, the Government's intentions to expand the state's role in providing credit to the productive sectors.

PREMIER is concerned about a potential expanded Government role in channeling financial resources. Attempts to do this in Bolivia in the past have repeatedly failed, resulting in repressed financial markets and bankrupt government financial entities. Our concern is heightened because we believe the tremendous accomplishments in market-based microfinance development are threatened. Further, we believe that Bolivia's private financial sector, led by microfinance institutions, is in the process of developing new products and services for underserved sectors. There are positive trends in deepening Bolivia's financial sector. It is our strong belief that the Government would better accomplish its stated goals of increased production by facilitating this trend through reforms in legislation and regulation, rather than by intervening directly in the provision of financial services.

In this regard, our stated strategy is to demonstrate to the Government how the current programs underway, led by the private sector and supported by most of the donors, will assist them in achieving goals to increase production. We believe it is important to be constructively engaged with our new Government counterparts and to avoid direct confrontation and defensive postures.

We recommend that USAID should continue, even beyond PREMIER, to be engaged in the financial policy arena. The health of the finance sector will be critical to maintain economic stability. USAID has invested millions of dollars over the past 15 years in building a strong microfinance sector; this investment should be protected.

Therefore, although our expectations in promoting a stronger financial policy environment have been lowered, we continue to propose and carry out activities that can contribute to healthy growth of the sector. These are described below.

Donor coordination

During the quarter, PREMIER initiated an effort to coordinate and exchange opinions with Bolivia's donors that are working in the financial sector. PREMIER, working with the USAID CTO, arranged, hosted and facilitated a donor meeting in February. The main objectives of the meeting were to share up-to-date information about the new Government's plans and to begin developing strategies to engage the Government. The Executive Directors of FINRURAL and ASOFIN were also invited to the meeting.

While no donor at the meeting reported having acquired knowledge about the new Government's plans for the financial sector, it was encouraging to discover considerable common ground with respect to the following financial policies:

1. The great majority of the donors were concerned and worried that the new Government may undermine the significant achievements in microfinance through state interventions.
2. All the donors stated their opposition to, without exception, the development of first story state lending institutions.
3. All the donors, except COSUDE, agreed that the Government should not regulate on-lending interest rates for any reasons.

As a result of the meeting, the donors agreed on a non-confrontational engagement strategy with the new Government. A committee was appointed to contact Minister of Planning Villegas to offer financial and technical support in developing financial sector strategies. The committee's consultation with Villegas, led by COSUDE, did not result in any follow-on activities. The Minister stated that he preferred to complete the Government's economic planning agenda before meeting with the donor community. Although neither PREMIER nor USAID participated in the communication with Minister Villegas, we suspect that COSUDE, because its views differ substantially from ours about the Government's role in financial policies, and because it is the donor with the closest relationship with many of the Government's new officials, may not have accurately and convincingly stated the objectives of the donor group. Nevertheless, PREMIER and USAID decided not to press this matter due to potential political sensitivities.

Financial Policy and Production Forum

While the initiative to organize a donor coordinated program with the Government stalled, PREMIER turned to the private sector to explore policy dialogue initiatives. Given the apparent sensitivity of the new Government to international donor influence, we believe a private initiative would be more effective. There is a diverse group of well established institutions that have been supported by USAID and other donors over the past two decades, including associations, foundations and especially financial institutions. We believe many of these institutions will continue to expand and contribute to Bolivia's economic development in the coming years.

PREMIER provided conceptual support to FUNDAPRO and Centro AFIN in creating a new forum designed to engage the principal financial and economic policy makers in the new Government. The objective of the forum is to demonstrate how these private institutions should be incorporated into the Government's economic plans, at the same time protecting the institutions from policies and programs that could harm them. Examples of potentially harmful policies include first story state lending programs and interest rate controls.

By the end of the quarter, the forum had been formally created, consisting of approximately 20 private entities, mainly umbrella institutions. The group is planning to conduct presentations, workshops, seminars and short studies to engage and educate Government policy makers. Initially, the forum has a 12 month time frame and will require about \$100,000 in financial resources. We expect some of this will be requested from the donor community. We propose that USAID consider supporting the forum, either through PREMIER and/or other project activities.

PREMIER Direct Engagement with Government Representatives

Implementation of the policy component of PREMIER is greatly dependent upon direct collaboration with Government counterparts. As described in previous quarterly reports, several important activities were not completed in 2005 because of uncertainty and related inaction within the Government. These include the movable guarantees legislation and the reform of FONDESIF.

It is likely the new Government's proclivity toward greater state control precludes the type of reforms we were supporting in FONDESIF, i.e. greater autonomy, independence and technical capacity. The movable guarantees law, in contrast, coincides nicely with the new Government's goal to increase production, especially in micro and small enterprises. With this in mind, one of PREMIER's main goals during the quarter was to inform the new Government about this initiative and to identify a potential champion of the reform. This champion would be needed to present and defend the draft law in Congress.

PREMIER was not authorized to meet with the Government until USAID and the U.S. Embassy had defined the rules of engagement. This resulted in an approximately one month delay in the meetings. Further, while our goal was to meet with Minister Villegas, who we believed would be the financial policy decision maker, we were instructed by USAID to arrange meetings at the Vice Minister level or below.

During the month of March we met with three Vice Ministers: Hernando Larrazabal, Vice Minister of Public Investment; Eduardo Peinado, Vice Minister of Medium and Large Enterprise, and; Freddy Condo, Vice Minister of Farmer Affairs and Rural Development. These meetings were attended by USAID counterparts and representatives from the Embassy's Economic/Political Section.

While all three meetings involved general presentations of USAID's financial and economic programs, we were permitted the opportunity to highlight the movable guarantees initiative in each of them. Although a clear potential counterpart did not necessarily emerge, Vice Minister Peinado would appear to be the most appropriate, given his academic background and his stated commitment to legal reforms.

In addition to these meetings, PREMIER received written communication from the Ministry of Finance commending the draft law and encouraging us to pursue it with the Ministry of Production and Microenterprise, which is where Peinado resides. The positive nature of these responses, we believe, warrant PREMIER's continued efforts to pursue this legislation. During the following quarter, we plan to hire additional legal resources to revise the draft law and to re-establish broad private sector support. Once this is achieved, our strategy is to team with the private sector in presenting a draft law to the Government.

Website Special Section on Financial Policies

In an effort to inform relevant actors and to catalyze debate, PREMIER created a new section within www.microfinanzasbolivia.com dedicated to the new Government's financial policies. Given the fragmentation of information, including rumor and innuendo, we believed it was important to provide a single and complete source for policy information. Our objectives were to inform Bolivia's microfinance sector actors and to create a constructive, forward looking dialogue among the broader set of actors, including Government policy makers.

The response to the new section was an immediate spike in visits to the web page, with the financial policies section receiving among the greatest number of hits. The section is subdivided into areas including press reports, studies about financial policy and opinions. Within opinions, PREMIER conducted numerous interviews with public and private sector representatives. We are hopeful this section in the website will continue to serve as a central meeting place for information and views on financial policy, and that it will help to influence and shape, in positive ways, the expected changes in financial policies.

Study and Seminar on Financial Policies

In addition to activities designed to constructively engage the new Government in policy making, we also wanted to provide credible information and lessons learned about how policies affect access to financial services. In coordination with USAID, we developed the scope of work and identified consultants to carry out a comparative study and analysis of financial policies. The study, which will be carried out in April and May, will analyze the role of governments in facilitating (or restricting) access to traditionally excluded groups.

The study will emphasize three policy areas: interest rate controls, regulation and supervision, and state development banking. Our hypothesis is that policy approaches that facilitate market-led financial expansion are more effective than state interventions meant to correct supposed market inadequacies. Proving the hypothesis, we believe, could help to

protect the microfinance sector's substantial accomplishments and ensure its continued development.

B.3. Support Stronger and more Appropriate Financial Regulation and Supervision

Our work with the SBEF represents one of PREMIER's major activities to date. In embarking on this task, we anticipated both administrative and technical challenges due to the SBEF's organizational rigidity and the complexity of the subject matter. After nearly one year of collaboration, we are pleased to report the successful and timely completion of Module I under *Task B.3.2. Evaluate and revise credit risk norms.*

As required under the MOU between USAID and the SBEF, Module I culminated with a presentation in USAID by the SBEF and Project consultants. The presentation, attended by the USAID Director and the IMF Representative, was very well received. At the close of the presentation, USAID expressed its support to proceed with the design and implementation of Modules II and III.

The six documents completed in Module I owe mainly to the work of the two principal consultants, Julio Acevedo and Marcelo Castellanos. Technical leadership was provided by Mr. Acevedo, but the work is a product of open, ongoing communication and feedback among the consultants, SBEF personnel and PREMIER. Regular meetings were held among the three groups to plan activities and to review draft reports. It is noteworthy to mention the SBEF's involvement in implementation, especially in designing and implementing the financial institution surveys. This support, by supplementing the reduced LOE by the consultants, helped facilitate timely completion of Module I. More importantly, the SBEF's heightened engagement brought it greater ownership of the program, in stark contrast to past donor supported activities in which the SBEF had acted as a passive beneficiary of consultant deliverables.

Module I culminated in the sixth document, the Institutional Strategic Plan for the implementation of Basle II in Bolivia. This document, in our opinion, provides an accurate, objective assessment of the SBEF's strengths and weaknesses with respect to integrated risk management of the financial system. The assessment, in turn, substantiates the succinct strategy laid out by the consultants. Although the final document may lack some of the detail normally associated with strategic plans, we believe it is appropriate given the long-term nature of implementation. Further, this illustrative plan appropriately imparts the SBEF with the responsibility of structuring activities and in fully institutionalizing the overall effort.

Immediately on completing Module I, PREMIER encouraged the SBEF to develop and submit the terms of reference for Modules II and III. While Module I consisted mainly of reviews and preparatory planning work, Modules II and III represent the first phase of developing and implementing new regulations and manuals based on Basle II standards.

After nearly one month these terms were provided to PREMIER. On receiving technical approval from USAID, PREMIER contracted lead consultant Acevedo. Unfortunately, we lost local consultant Castellanos to an international contract and were forced to search for his replacement. In March the SBEF provided PREMIER with two candidates, but we did not feel these consultants had the experience and know how to carry out the work. We recommended several alternatives, and one of these was chosen in an open evaluation process at the close of the quarter. The two consultants are expected to begin work, about six weeks later than expected, early in the second quarter.

After such a positive experience in 2005, we are disappointed to report less optimism about the prospects for 2006. The first sign of this was the delays in communication with the SBEF and the relatively poor quality of its recommended consultants. We suspect this has resulted from a steep drop in morale at the SBEF due to the new Government's salary scale reductions. Within weeks the Indendent of Banks, a long-time official of the SBEF, had resigned. We have reliable information that more resignations are imminent, possibly including our principal counterpart, the Indendent for Basle II. Should this occur, we would expect the quality of implementation of Modules II and III to suffer. Worse still, the SBEF is concerned that interventionist financial policies, such as interest rate controls, would render its long-term strategy to meet Basle II standards totally unviable.

C. Component 2 – Industry Development

C.1. Review and Revise Strategy to Support Development of Functioning and Sustainable Private Credit Bureaus

We are implementing what will likely be the final initiative under this activity, consisting of technical assistance to ENSERBIC to develop new products involving the collection and verification of personal information. This initiative, in support of *Task C.1.7.Support the improvement of ENSERBIC's delivery of services*, was delayed due to difficulties in identifying and contracting the appropriate consultants. The work finally began in late February, and was nearly completed by the end of the quarter. We are confident it will be finished in April.

ENSERBIC is hopeful that the improved technology implemented with this consultancy will result in greater efficiencies, reduced costs and eventually new product development. In a meeting between PREMIER and ENSERBIC's General Manager, the latter explained that the results of this initiative would be critical to the credit bureau's future. Although no specifics were provided, the General Manager suggested that ENSERBIC's difficult financial situation was institution threatening.

PREMIER has always believed that the Bolivian financial market could not sustain two credit bureaus, especially given regulatory limitations with regard to access to credit and public information. Therefore, we would not be surprised to learn of an ENSERBIC Board's future decision to close down the bureau. Further, we don't believe this would

have a negative effect on the financial market, given the existence of an apparently well-managed second bureau, INFOCRED.

C.2. Support FINRURAL in Developing a Private Self-regulation Function for NGOs

Task C.2.6. Develop and implement strategy to access market funds for NGOs, progressed slightly behind schedule this quarter. This operation will involve the loan portfolio securitization of three NGOs, Pro Mujer, Diaconia and FADES. During the quarter NAFIBO received and analyzed financial and legal information for the three NGOs. There were delays in this phase of the operation due to Pro Mujer's tardy submission of information to NAFIBO. Once received, NAFIBO conducted a thorough analysis of the assets to be securitized, with positive results.

During the end of the quarter, NAFIBO began the intensive financial modeling task. For several reasons, including the lack of precedent of finance NGO securitization operations, this task is far more complex than standard securitization operations. The short-term nature of NGO loans (average less than 6 months in Pro Mujer), the high percentage of prepayment of these loans and high administrative costs in the NGOs further complicate the financial modeling task. There are considerable risks involved in this highly innovative operation, including:

- Technical (financial) risk inherent in the financial model,
- Cultural risk related to the participating non-profit institutions, and
- Risk that the operation will not attract private investors.

Once the financial modeling is completed, NAFIBO will proceed with the remaining tasks leading up to the public offering. We are still hopeful this will take place in June, although it may slip to July. Despite the complexity and risks associated with this operation, all the involved institutions remain fully committed.

C.3. Develop and Implement Information and Support services to the Microfinance Industry

Considerable progress was achieved this quarter in implementing *Task C.3.1. Design and implement a web page for Bolivia's microfinance industry*. We initiated the critical phase of planning for the site's future sustainability and institutionalization. This issue was the focus of an Advisory Committee meeting held early in the quarter. The Committee members expressed their enthusiasm about the project and reiterated their commitment to the site's future sustainability. In this regard, the Committee identified the following sources, in priority order, of financial revenue to cover the approximately \$12,000 annual budget:

1. Income through services, including the sale of publicity space and, later on, the sale of publications and the development of additional services, such as virtual courses.

2. Annual dues (contributions) from Bolivia's financial institutions that benefit from the site through posting of financial and institutional information, as well as through utilization of the site's other information and services.
3. International donor support, preferably from foundations such as Ford.

In March PREMIER initiated a program to sell publicity space on the site, with very promising results. During the final week of the quarter contracts for space on the web site were signed with three institutions, a MFI (BancoSol), an insurance company (Zurich) and a Bolivian university (Simon Bolivar) for a total of almost \$2,000. Commitments from two additional institutions are pending. These resources have been placed in a separate fund managed by Centro AFIN, reserved for future costs associated with the site.

Based on these initial results, we are hopeful that about half the annual budget required to administer the website will be covered by the sale of publicity space. It is expected that the Advisory Committee will meet early in the upcoming quarter to decide on strategies for raising the balance of revenue.

Apart from ongoing administration and updating of the site, PREMIER implemented several new activities to improve content and to attract and retain users. The most important of these was the development of the new section entitled "the New Government's Financial Policies," described under Component I above. Another activity involved the implementation of a content in which technical opinions about Bolivian microfinance were invited. The Advisory Committee members evaluated the responses and awarded free microfinance publications to five winners. Finally, electronic bulletins were issued monthly to highlight elements of the website and to refresh the site in the minds of its users and potential users.

We are encouraged that navigation rates of the website during the quarter show a slight upward trend, reflecting a general level of stability. The number of hits in March was 3,187. We think the site's future depends on maintaining vitality in the content. Although we have implemented some effective innovations, we need to be still more creative and dynamic in order to build a truly successful website.

C.4. Support Expansion of Credit to Small and Medium-sized Businesses through Innovation

The only major initiative still under way in support of this activity, apart from the FIF financed SME capital market fund, is the comprehensive market demand study for leasing. As reported in the final quarterly report for 2005, PREMIER received draft versions of each of the following three parts of the study in December:

1. Legal and tax analysis,
2. Equipment and machinery supply study,
3. Demand study.

In the month of January, meetings were held with all the consultants to provide feedback and to make improvements in the studies, which were submitted in final form in January.

As planned, PREMIER hired a local consultant to draft a concise, readable summary document for potential investors in the leasing industry. On receiving the 25 page draft report in March, PREMIER held a review meeting with the consultant, agreeing on further modifications and additions to the document. Four days were added to the consultant's contract in order to strengthen the leasing market size estimate analysis, so critical to future investor decision making.

Early in the second quarter PREMIER will finalize and publish the summary leasing study, culminating with public presentations of the publication in La Paz and Santa Cruz. We are hopeful the USAID/Bolivia Director will attend at least one of these important events.

Finally, we have been monitoring the status of the IFC-led draft leasing law. The eventual passage of this law is critical to the expansion of the leasing industry. According to our World Bank colleagues, a first round of presentations with new Government counterparts was carried out. Apparently the response was positive and the Bank is optimistic about the draft law's timely presentation to Congress. Needless to say, the impact of PREMIER's market study is entirely dependent upon the successful passage of a new leasing law.

C.5. Research and Develop New Financial Products

After a major breakthrough in late 2005 resulting in a commitment by local and international insurance companies to design and launch a new agriculture insurance product based on PREMIER's research of crop yields and climate information, 2006 started with a major setback. We were obligated to halt all support under this activity due to its possible inconformity with the Bumpers Amendment. Despite considerable research efforts by our USAID/Bolivia counterpart technical office in developing arguments to resolve the issue, it remained unresolved in USAID for the two months remaining in the quarter. We have been given reason to believe the issue will likely be resolved during the upcoming quarter.

The activity, which contributes to *Task C.5.1. Determine the viability of new products through research and pilot initiatives* of PREMIER, involves the introduction of an innovative new agriculture insurance product indexed to rainfall. The successful marketing of this product, specifically designed for the soy industry in Santa Cruz, could lead to new variations for other crops and for other geographical areas. Our main objective in supporting the product's development is to catalyze an expansion in financial services for rural areas and to increase economic benefits to small farmers.

Before the Bumpers issue arose, our local counterpart BISA Insurance was on the verge of selling its first agriculture insurance policies to major agro industry clients; we had planned for a major public launching of the product, with high USAID visibility, for February. Although we believe PREMIER's future assistance will not be absolutely essential to the implementation of the current soy insurance product because AON and BISA insurance are

committed, it is clear that the discontinuation in our assistance has dampened their enthusiasm.

More importantly, we have plans for the upcoming months to consolidate and build on this initial product. These plans include dissemination efforts to agriculture and financial industry actors, the development of a public network for climate information, and the purchasing of backup climate stations for the areas to be served with the soy insurance products.

Timely resolution of the Bumpers issue would allow us to resume these activities and to ensure an aggressive market campaign of BISA's product for the upcoming winter growing season. In summary, this activity, among the most innovative and potentially effective within our program, hinges on USAID's ability to overcome this political issue.

As planned, the drafting of a summary document of PREMIER's 200 page business plan for a new commodities exchange was completed this quarter, effectively finalizing the implementation of *Task C.5.2. Support improvements and expansion of Bolivian Products Exchange*. Unfortunately, the founders of the exchange decided not to pursue the commodities exchange project mainly because of uncertainty surrounding the new Government's policies in the economic and financial areas. This meant the document would not be published and disseminated publicly as planned. PREMIER's response was to contact other organizations that may be interested in pursuing this promising activity. In March, we reached an agreement, in principal, with the Camara Agropecuaria del Oriente (CAO) to publish and present the business plan. The CAO is interested taking the lead to capitalize on the business plan to attract investors and to establish the commodities market mainly with its members' participation.

D. Component 3 – Innovation and Expansion

D.1. Develop and Implement Finance Innovation Fund (FIF)

After a nearly one year forced hiatus of the FIF, the financial innovation grant program started up again during the last quarter of 2005. Given the imminent September 2006 close down of PREMIER, we worked aggressively to attract innovation proposals. We sent letters to nearly 70 financial institutions and met individually with a handful of the most capable ones. This resulted in a flurry of activity and no less than 11 proposals received during the quarter.

Three of these proposals were evaluated by the Evaluation Committee this quarter. The first was a proposal from Banco Los Andes to develop and implement new Automated Teller Machines (ATM) capable of receiving deposits and loan payments. For this type of microfinance institution, with its high, growing volume of transactions, the technology could help to reduce costs, improve operational efficiencies and enhance client services. This operation was approved by the FIF Evaluation Committee for \$56,000 and is expected to begin in April.

The second operation, follow-on to the CAISA SME fund, was approved for \$21,500. The funds will help CAISA to develop, launch and manage the SME fund by developing two software programs. This activity, which PREMIER closely monitored during the quarter, is proceeding well. We expect the SME fund, Bolivia's first of its kind and only closed fund, to be launched in July.

The third proposal evaluated was submitted by FADES, one of Bolivia's strongest and largest unregulated financial institutions. The operation, which was approved for \$22,240, will involve the introduction and testing of hand held computers to improve and expand rural financial services delivery.

After thorough review by PREMIER, six of the 11 proposals were not submitted to the Evaluation Committee. This was mainly due to budgetary reasons and the inherent weakness of the proposals. It is planned that another three or four proposals will be considered by the Evaluation Committee in early April. These will be the final FIF operations to be approved and implemented under PREMIER.

In addition to new proposals received and evaluated, PREMIER continued to monitor ongoing FIF activities. The following summarizes the status of each of the ongoing FIF operations under PREMIER.

Pro Mujer VPN Network

As we reported last December, this operation has been delayed because of the design and implementation of Pro Mujer's new integrated software system. In a February meeting between PREMIER and Pro Mujer, it was agreed the operation would be completed in mid-April. The principal work remaining involves programming virtual conferencing modules. Due to the significant delay in implementing this activity, PREMIER will continue to monitor it closely. More than half of the operation's total of \$42,772 in grant financing will be disbursed in the following quarter, thereby completing the operation.

CAISA SME Fund

This operation is on or slightly behind schedule. During the quarter two notable advances were achieved. First, the investment vehicle was designed. This involves the mechanics of how the Fund will purchase the SME securities through large buyer companies and how these will be converted into securities to be sold on the capital market. The second advance involved a thorough analysis of the economic and institutional viability of the Fund. The results of this analysis were positive. The critical remaining activities include acquiring approval from the Superintendence (SPVS), registration of the Fund with the BBV and continued work to identify and secure investors.

NAFIBO Securitization of NGO Loan Portfolios

The status of this operation is described in section C.2. above.

Eco Futuro

This operation, approved for the amount of \$3,417, involved the design and pilot testing of a new credit risk information system in Eco Futuro. The pilot was carried out successfully in La Paz, resulting in Eco Futuro's decision to purchase, with its own resources, the complete software. In April Eco Futuro will initiate implementation of the software in all of its regional offices. The final report for this operation will be completed during the next quarter and the disbursement for the full amount will be made to Eco Futuro.

Given the increased activity under FIF planned for 2006, we will be developing an enhanced FIF planning tool to ensure adequate administrative and technical oversight, including timely completion, of these operations.

II. Summary of Activities Planned for 2nd Quarter 2006 (Apr – Jun)

A. Project Administration

A.2. Contract Deliverables and Reporting

Task A.2.2. Quarterly reports

- The second quarter report will be submitted to USAID in July, 2006.

Task A.2.4. Report matrix

- The report matrix, covering all deliverables, will be submitted to USAID by July 31, 2006.

A.4. General Administrative Tasks

- Implement and continually update PREMIER close-out plan.

B. Component 1 – Policy and Regulation

B.1. Encourage and Support Financial Policy and Legal Reform

Task B.1.4. Provide Policy T.A. to GOB Institutions

- Work with OSU to complete and submit summary documents of OSU studies; publish these documents in the Central Bank economic journal and on the www.microfinanzasbolivia.com web site.
- Participate, as appropriate, in the private sector's newly constituted forum for finance and production; if the private sector requests financial or other types of support, PREMIER will seriously consider in coordination with USAID.

Task B.1.5. Provide ad hoc analyses in response to threats to financial stability and Task B.1.6 Hold workshops and seminars on policy issues

- Contract and carry out major study comparing multiple country financial policy management and their relationship to financial penetration; present study results publicly.

Task B.1.8. Develop new legislation for secured transactions and credit bureaus

- Contract legal support to complete a revised version of the movable guarantees draft law; submit the draft to Government counterparts and encourage their leadership in presenting the legislation to Congress.

B.2. Support ASOFIN as Principal Institution for Policy Dialogue

Task B.2.5. Provide TA for analysis and lobbying

- Support ASOFIN and FINRURAL initiative to develop a permanent financial and economic monitoring capacity; conduct a seminar to disseminate results of the road blockages survey and to evaluate how the baseline information can be integrated into the permanent system.

B.3. Support Stronger and more Appropriate Financial Regulation and Supervision

Task B.3.2. Evaluate and revise credit risk norms

- Initiate implementation of Modules II and III of the SBEF's plan to implement Basle II standards and practices.
- Identify and contract a local consultant to replace Marcelo Castellanos in carrying out Modules II and III.

Task B.3.4. Hold seminars and workshops on technical issues

- Work with the Central Bank in designing a program for a series of seminars on interest rate calculations and applications; the seminars will be held in four Bolivian cities and be directed at middle and upper level managers of microfinance institutions.

C. Component 2 – Industry Development

C.1. Review and Revise Strategy to Support Development of Functioning and Sustainable Private Credit Bureaus

Task C.1.7. Support the improvement of ENSERBIC's delivery of services.

- Complete technical assistance support to ENSERBIC in developing new products; submit final reports to USAID.

C.2. Support financial NGOs to become more transparent and market oriented

Task C.2.5. Strengthen corporate governance of selected financial NGOs

- Design and implement course on operations risk in financial institutions.
- Design and implement course on the results of PREMIER's internal auditing survey within selected microfinance institutions.

Task C.2.6. Develop and implement strategy to access market funds for NGOs

- Conduct ongoing monitoring and facilitate NAFIBO-led initiative to securitize assets of finance NGOs; launch the offering in June, if possible, although this may slip to July.

C.3. Develop and implement information and support services to the industry

Task C.3.1. Develop and implement website for the Bolivian microfinance industry

- Continue implementation of the financial and institutional sustainability plan; decide on future home for the web site.
- Implement continuous improvements in content and structure of the site; implement discrete new activities to attract new users and increase navigation by current users.

C.4. Support Expansion of Credit to Small and Medium-sized Businesses through Innovation

Task C.4.3. Develop and execute program to improve SME credit instruments

- Complete and disseminate the market demand study for leasing services; conduct a formal presentation of market study results to potential investors in leasing and other actors.

C.5. Research and Develop New Financial Products

Task C.5.1. Determine viability of new services through research and pilot initiatives

- Work with USAID to obtain a positive resolution of Bumper issue; resume support to AON and BISA in developing and marketing insurance policies for the winter soy crop.
- Organize and participate in a major public launching of new insurance products in Santa Cruz. The purpose of this launch will be to inform industry actors, especially small and medium sized farmers.
- Purchase back-up climate stations.

- Inform other actors in the insurance and financial sectors, especially microfinance institutions, with the objective that they increase services in rural areas.
- Collaborate with an umbrella institution, possibly MACA, to develop and manage a network of reliable, publicly available climate information.

Task C.5.1. Support improvements and expansion of Bolivian Products Exchange

- Re-draft the business plan summary and publish the document in collaboration with the CAO; encourage the CAO to solidify support for the initiative.

D. Component 3 – Innovation and Expansion

D.1. Develop and Implement Finance Innovation Fund (FIF)

Task D.1.5 Operationalize the fund

- Evaluate as many as three additional proposals in early April.
- Administer grant agreements for recently approved operations and support the initial implementation of these activities.
- Closely monitor already approved proposals to facilitate their successful and timely implementation.

Annex 1

PREMIER PROJECT BUDGET CONTROL BASED ON OBLIGATION THROUGH FY/2005 (\$3,577,000) BILLED TO USAID AS OF DECEMBER 31, 2005 PLUS FER JAN-MARCH/2006

Component	Activity	SOW	CONSULTANTS	Days	FBDR	PLANNED BUDGET FROM FEB-SEPT, 2006				BILLED EXPENDITURES				COMMITTED EXPENDITURES				Grand Total	
						GRANTS	LABOR	ODC	Grand Total	GRANTS	LABOR	ODC	Grand Total	GRANTS	LABOR	ODC	Grand Total		
\$1	B.1	ITF	ODCs						\$0			\$1,773	\$1,773					\$0	
		SOW-003/05	JAVIER URCULLO	\$16					\$0	\$15,335			\$15,335						\$0
		SOW-004/04	PENA DE LA, NURIA	\$10					\$0	\$13,087	\$2,685		\$15,772						\$0
		SOW-005/04	OSU	\$15					\$0	\$19,631	\$1,076		\$20,707						\$0
		SOW-012/04	OSU	\$42					\$0	\$34,191	\$4,012		\$38,202						\$0
		SOW-015/05	REQUENA	\$40					\$0	\$5,666	\$277		\$5,943		\$14,925	\$440		\$15,365	
		SOW-017/04	GONZALES VEGA, CLAUDIO	\$9					\$0	\$11,778	\$520		\$12,298						\$0
		SOW-023/04	MONTELLANO-GUEVARA	\$76					\$0	\$69,923	\$4,020		\$73,943						\$0
		SOW-014/05	CEAL	\$4											\$65	\$25		\$91	
		SOW-025/04	CEAL	\$143					\$0	\$181,847	\$8,736		\$190,583						\$0
		SOW-028/04	OSU	\$147					\$0	\$96,562	\$35,890		\$132,452		\$13,620	\$7,346		\$20,966	
		SOW-032/04	ODCs R. CALDERON						\$0				\$14,920	\$14,920					\$0
		SOW-041/04	R. BOHRT	\$4					\$0	\$2,487	\$5,543		\$8,030						\$0
		FONDESIF	TBD	\$20		\$402		\$8,040	\$1,000	\$9,040				\$0					\$0
		SOW-015/05	R. GUEVARA OR TBD	\$35		\$953		\$33,371	\$2,200	\$35,571				\$0					\$0
		CENTRAL BANK DISSEMINATION PROGRAM						\$5,000	\$5,000				\$0					\$0	
		Subtotal					\$0	\$41,411	\$8,200	\$49,611	\$0	\$450,507	\$79,451	\$529,958	\$0	\$28,610	\$7,811	\$36,421	
	B.2	ASOFIN	ODCs						\$0			\$2,796	\$2,796				\$750	\$750	
		SOW-015/04	RAUL BOHRT	\$6					\$0	\$3,791	\$267		\$4,059					\$0	
		SOW-035/04	ANTONIO PERES VELASCO	\$22					\$0	\$4,430			\$4,430					\$0	
	Subtotal							\$0	\$8,221	\$3,063		\$11,284	\$0	\$0	\$750	\$750			
B.3	SBEF	ODCs						\$0			\$11,733	\$11,733					\$0		
	SBEF-BANCOLOMBIA	ODCs						\$0			\$2,702	\$2,702					\$0		
	SOW-002/04	ICC	\$9					\$0	\$19,051	\$2,657		\$21,608					\$0		
	SOW-002/06	SBEF - Modules II & III	\$80					\$0		\$103		\$103		\$76,276	\$3,518		\$79,794		
	SOW-006/05	SBEF	\$186					\$0	\$100,609	\$10,568		\$111,177		\$9,883	\$3,000		\$12,883		
	SOW-016/04	JOSE ARIEL CARVAJAL	\$38					\$0	\$16,570	\$93		\$16,663					\$0		
	SOW-026/04	RODOLFO CARDONE	\$22					\$0	\$10,012	\$1,300		\$11,311					\$0		
	SOW-030/04	JOSE ARIEL CARVAJAL	\$10					\$0	\$4,567	\$476		\$5,044					\$0		
	TBD	\$60		\$953		\$57,207	\$3,000	\$60,207				\$0					\$0		
	Subtotal					\$57,207	\$3,000	\$60,207	\$150,809	\$29,532		\$180,342	\$0	\$86,159	\$6,518		\$92,677		
Total Component 1							\$98,618	\$11,200	\$109,818		\$609,538	\$112,046	\$721,584		\$114,769	\$15,079	\$129,848		
\$2	C.1	INFOCRED	CERTICOM ODCs					\$0			\$804	\$804					\$0		
		SOW-009/04	INFOCRED	\$90				\$0	\$10,581			\$10,581						\$0	
		SOW-017/05	ENSERBIC	\$19				\$0		\$143		\$143		\$5,167	\$764		\$5,931		
		SOW-019/04	MIGUEL LLENAS	\$23				\$0	\$16,807	\$4,945		\$21,752						\$0	
		SOW-034/04	MARIO REQUENA - 14982	\$72				\$0	\$36,833	\$1,082		\$37,915						\$0	
		Subtotal							\$64,220	\$6,975		\$71,195	\$0	\$5,167	\$764		\$5,931		
	C.2	FINRURAL	ODCs						\$0			\$225	\$225					\$0	
		SOW-001/05	RODOLFO CARDONE	\$13				\$0	\$5,880	\$736		\$6,616						\$0	
		SOW-008/04	RODOLFO CARDONE	\$25				\$0	\$11,496	\$1,426		\$12,922						\$0	
		SOW-011/05	CARLOS VELARDE	\$4				\$0	\$1,092	\$2,876		\$3,968						\$0	
SOW-016/05		BERTHIN AMENGUAL					\$0			\$7,579	\$7,579						\$0		
SOW-036/04	CARLOS VELARDE	\$23				\$0	\$6,238	\$4,672		\$10,910						\$0			
SOW-040/04	JORGE PEREIRA					\$0				\$5,400	\$5,400					\$0			

Component	Activity	SOW	CONSULTANTS	Days	FBDR	GRANTS	LABOR	ODC	Grand Total	GRANTS	LABOR	ODC	Grand Total	GRANTS	LABOR	ODC	Grand Total	Grand Total	
		Courses Auditing-Governance	TBD	\$20	\$555		\$11,100	\$6,000	\$17,100				\$0				\$0		
		003/06Study & Seminars -	CHRISTEN/YOUNG/MONJE		\$18		\$37,437	\$2,748	\$40,185										
		Centro AFIN	COLLAO/ANDRADE - Fraudes Internos				\$9,150	\$2,950	\$12,100										
		Subtotal				\$0	\$57,687	\$11,698	\$69,385	\$0	\$24,705	\$22,914	\$47,619	\$0	\$0	\$0	\$0	\$0	
	C.3	AFIN	ODCs						\$0			\$70	\$70				\$0		
		SOW-007/04	ROBERTO MALDONADO	\$20					\$0		\$2,644		\$2,644				\$0		
		SOW-007/05	MARICARMEN GRANDI	\$233					\$0		\$17,592	\$1,560	\$19,152		\$3,636	\$670	\$4,306		
		SOW-011/04	OMAR VILLACORTA	\$20					\$0		\$857		\$857				\$0		
		SOW-020/04	OMAR VILLACORTA	\$60					\$0		\$2,550	\$57	\$2,607				\$0		
		SOW-021/04	OMAR VILLACORTA	\$156					\$0		\$6,807	\$59	\$6,866				\$0		
		SOW-031/04	NOVA INTERACTIVA						\$0			\$5,387	\$5,387				\$0		
		WEB PAGE							\$0			\$11,272	\$11,272				\$0		
		Web Site Upgrades	\$38,991					\$10,000	\$10,000								\$0		
		Subtotal						\$10,000	\$10,000		\$30,449	\$18,405	\$48,855	\$0	\$3,636	\$670	\$4,306	\$4,306	
	C.4	BBV	ODCs						\$0			\$1,497	\$1,497				\$0		
		BSOL-BANCOLOMBIA	ODCs						\$0			\$688	\$688				\$0		
		CLA-BANCOLOMBIA	ODCs						\$0			\$491	\$491				\$0		
		FIE-BANCOLOMBIA	ODCs						\$0			\$262	\$262				\$0		
		PRODEM-BANCOLOMBIA	ODCs						\$0			\$1,512	\$1,512				\$0		
		PYMES	ODCs						\$0			\$503	\$503				\$0		
		SOW-001/06	GUILLERMO MONJE	\$16					\$0				\$0		\$5,859	\$295	\$6,154		
		SOW-005/05	MARICARMEN GRANDI	\$8					\$0		\$699	\$612	\$1,311				\$0		
		SOW-009/05	LEASING LEGAL	\$35					\$0		\$11,286	\$365	\$11,651			\$4,588	\$4,588		
		SOW-010/04	MIGUEL LLENAS	\$7					\$0		\$5,115	\$13,206	\$18,321				\$0		
		SOW-010/05	REAL DATA						\$0			\$8,227	\$8,227				\$0		
		SOW-039/04	CLA CARDONE-FERNANDEZ	\$156					\$0		\$54,333	\$74	\$54,406				\$0		
		Subtotal							\$0		\$71,433	\$27,436	\$98,869	\$0	\$5,859	\$4,883	\$10,742	\$10,742	
	C.5	SOW-008/05	MORENO/LEITON	\$36					\$0		\$11,448	\$328	\$11,776				\$0		
		BUSINESS PLAN PUBLICATION	BBV						\$0				\$0		\$820		\$820		
		SOW-018/04	OSU	\$9					\$0		\$11,778	\$2,985	\$14,763				\$0		
		SOW-024/04	RAUL RIVERO	\$30					\$0		\$9,492	\$26	\$9,519				\$0		
		SOW-037/04	OSU AG	\$19					\$0		\$0	\$1,856	\$1,856		\$19,823	\$2,948	\$22,771		
		INDEXED AG INS	Purchase of Climate Stations					\$12,000	\$12,000				\$0				\$0		
		INDEXED AG INS	Product launching					\$1,000	\$1,000				\$0				\$0		
		INDEXED AG INS	Info Dissemination Workshops					\$3,600	\$3,600				\$0				\$0		
		Subtotal						\$0	\$0	\$16,600	\$16,600	\$0	\$32,719	\$5,194	\$37,913	\$0	\$20,643	\$2,948	\$23,591
Total Component 2																			\$445,007
\$3	D.1	FIF-001/04	PROMUJER						\$0	\$19,052			\$19,052	\$23,678			\$23,678		
		FIF-002/04	ECOFUTURO S.A. FFP						\$0	\$3,970			\$3,970				\$0		
		FIF-001/005	CAISA						\$0	\$21,259			\$21,259	\$12,188			\$12,188		
		FIF-002/05	NAFIBO						\$0	\$4,045			\$4,045	\$51,055			\$51,055		
		FIF-003/05	ECOFUTURO S.A. FFP						\$0				\$0	\$3,417			\$3,417		
		FIF-001/06	BLA						\$0				\$0	\$51,000			\$51,000		
		FIF-002/06	FADES-PLAM						\$0				\$0	\$22,240			\$22,240		
		FIF-003/06	CAISA-2ND PHASE FONDO PYME						\$0				\$0	\$21,500			\$21,500		
		FIF-004/06	BANCO SOL				\$53,000		\$53,000										

Component	Activity	SOW	CONSULTANTS	Days	FBDR	GRANTS	LABOR	ODC	Grand Total	GRANTS	LABOR	ODC	Grand Total	GRANTS	LABOR	ODC	Grand Total	Grand Total
			GRANTS FEES COST															
		FIF-FEES	2%						\$0	\$967			\$967	\$3,702				\$3,702
		FIF	ODCs						\$0			\$7,323	\$7,323					\$0
		FIF	FIF Grants (TBD)						\$0				\$0					\$0
		SOW-002/05	MARICARMEN GRANDI	\$21					\$0	\$1,836	\$1,026		\$2,862					\$0
		SOW-004/05	ACCION	\$8					\$0	\$0	\$1,656		\$1,656	\$2,575	\$830			\$3,405
		SOW-022/04	JEANNINE FORGUES						\$0			\$2,137	\$2,137					\$0
		SOW-027/04	GARY MONTAÑO	\$11					\$0	\$2,980	\$1,012		\$3,993					\$0
		SOW-033/04	ACCION	\$9					\$0	\$2,508	\$2,932		\$5,441					\$0
		D.1 Total				\$53,000	\$0	\$0	\$53,000	\$49,294	\$7,325	\$16,088	\$72,706	\$188,779	\$2,575	\$830	\$192,185	
Total Component 3						\$53,000	\$0	\$0	\$53,000	\$49,294	\$7,325	\$16,088	\$72,706	\$188,779	\$2,575	\$830	\$192,185	\$317,891
\$4		ADMIN Total							\$0				\$0					
		SOW-003/04	TAMI FRIES	\$7					\$0			\$-414	\$299,865	\$299,451			\$192,273	\$192,273
		FONDESIF	ODCs						\$0	\$0	\$5,133	\$1,710	\$6,843					\$0
		USAID BOLIVIA	ICASS						\$0	\$0		\$6,071	\$6,071					\$0
		SE	SALOMON EID	\$632					\$0	\$0	\$285,386	\$41,834	\$327,220	\$68,983	\$5,800			\$74,783
		SS	STEPHEN SMITH	\$586					\$0	\$0	\$536,253	\$79,027	\$615,280	\$220,590	\$14,325			\$234,915
		SS-BANCOLOMBIA	STEPHEN SMITH						\$0	\$0		\$1,175	\$1,175					\$0
Total Component 4						\$0	\$0	\$0	\$0	\$826,359	\$429,947	\$1,256,306	\$0	\$289,573	\$212,398	\$501,971	\$0	
Grand Total						\$53,000	\$156,305	\$49,498	\$258,803	\$49,294	\$1,666,748	\$639,005	\$2,355,047	\$188,779	\$442,222	\$237,572	\$868,574	\$3,482,424
		LESS LABOR WITH HELD											-\$50,000					
BILLED TO USAID AT DECEMBER 31ST, 2005 PLUS FIELD EXPENSE REPORT EXPENSES FROM JAN-MARCH/2006																		
\$2,305,047																		

OBLIGATED AMOUNT	\$3,577,000
BALANCE	\$94,576

Annex 2



Innovación y Fortalecimiento de las Finanzas para el Desarrollo

INFORME ANUAL - BIENES DEL GOBIERNO
EN CUSTODIA DEL CONTRATISTA
PROYECTO PREMIER - CONTRATO NO. GEG-I-803-02-00011-0 TASK ORDER 803
A MARZO 31, 2006

		Vehículos	Muebles y Enseres	Oros Bienes No Sustituibles	Costos de Vivienda Oficina	TOTAL
a)	Valor de los Bienes a la fecha del último informe	\$30,000.00	\$21,627.94	\$57,177.35	\$0.00	\$108,991.28
b)	Transacciones durante período del informe					
1)	Adquisiciones (añadidos):					
a)	Adquiridos por el Contratista NO SUSTITUIBLES					
	Sub-total Adquiridos por el Contratista NO SUSTITUIBLES					
a)	Adquiridos por el Contratista SUSTITUIBLES					
	Total Adquirido por el Contratista (1)	0.00	0.00	0.00	0.00	0.00
b)	Formulario Transferencia USAID (2)					
c)	Transferido de otros sin reembolso (3) EQUIPO NO SUSTITUIBLE TRANSFERIDO PROYECTO SEFIR					
c)	Transferido de otros sin reembolso (3) EQUIPO SUSTITUIBLE TRANSFERIDO PROYECTO SEFIR					
	TOTALS FOR Transferred from others without reimbursement (3) TRANSFERRED FROM SEFIR PROJECT	-	-	-	-	-
2)	Desechables (deducir):					
a)	Regresado a USAID					
b)	Transferido a USAID- Adquiridos por el Contratista					
c)	Transferidos a otras agencias de gobierno (3)					
d)	Otros deducibles (3)					
	TOTAL DEDUCIBLES		-	-		
c)	Valor de los bienes en la fecha del informe	\$30,000.00	\$21,627.94	\$57,177.35	\$0.00	\$108,991.28
d)	Año promedio estimado de los bienes en poder del Contratista					
	Año promedio estimado de los bienes transferidos del PROYECTO SEFIR	4 años	4 años	4 años		
	Año promedio de los bienes adquiridos durante el PROYECTO PREMIER		1,5 años	1,5 años		

(1) Bienes que están intactos, no pierden su identidad ni se convierten en un componente de otro equipo cuando se los usa, bienes que son duraderos con una vida útil estimada de dos años o más y que tienen un costo unitario de más de \$500.

(2) Bienes proporcionados por el Gobierno, listados en este Contrato como no indispensables

(3) Explicar si las transacciones no fueron procesadas o de otra manera autorizadas por USAID.

(4) Después de haber tomado un inventario físico, los hallazgos muestran que este ítem fue omitido inadvertidamente en el informe Final de Adquisiciones del Proyecto SEFIR.



Innovación y Fortalecimiento de las Finanzas para el Desarrollo

LOE TRACKER AS OF MARCH 31ST, 2006

Consultant Position/Level	No. SOW	(A) LOE Approved	LOE Used this month	(B) Cumulative LOE USED	(A-B) BALANCE	LOE Billed this month	Cumulative LOE Billed (DAYS)	Cumulative Billed (HOURS)	Comments
ACCION - GÓMEZ, RAUL	SOW-033/04	6		6.00	0.00		6.000	48.00	Completed
ACCION-GOMEZ, RAUL		6		6.00	0.00		6.000	48.00	
ACCION - SOLARES, MERY	SOW-033/04	3		3.00	0.00		3.000	24.00	Completed
	SOW-004/05	8		8.00	0.00				Completed
ACCION - SOLARES, MERY		11		11.00	0.00		3.000	24.00	
ACEVEDO, JULIO	SOW-006/05	120		96.50	23.50		54.500	436.00	Completed
	SOW-006/05 Ammdmt	-20			-20.00				Completed
	SOW-002/06	80		0.00	80.00				Ongoing
ACEVEDO, JULIO		180		96.50	83.50		54.500	436.00	
AGUILAR, JUAN CARLOS	SOW-023/04	60		0.00	60.00				Cancelled
	CANCELLED	-60		0.00	-60.00				
AGUILAR, JUAN CARLOS		0		0.00	0.00				
ARAUJO, JAIME	SOW-009/05	10		10.00	0.00		6.130	49.04	Completed
ARAUJO, JAIME		10		10.00	0.00		6.130	49.04	
BILBAO, RENÉ	SOW-009/04	30		30.00	0.00		30.000	240.00	Completed
BILBAO, RENÉ		30		30.00	0.00		30.000	240.00	
BÖHRT, RAÚL	SOW-015/04	6		6.00	0.00		6.000	48.00	Completed
	SOW-041/04	4		4.00	0.00		4.000	32.00	Completed
BÖHRT, RAÚL		10		10.00	0.00		10.000	80.00	
CARDONE, RODOLFO	SOW-008/04	25		25.00	0.00		25.000	200.00	Completed
	SOW-026/04	22		22.00	0.00		22.000	176.00	Completed
	SOW-039/04	90		83.13	6.88		88.875	711.00	Completed
	SOW-001/05	13		13.00	0.00		13.000	104.00	Completed - Used only 83.13 days
CARDONE, RODOLFO		150		143.13	6.88		148.875	1191.00	
CARVAJAL, JOSE ARIEL	SOW-016/04	30		30.00	0.00		30.000	240.00	Completed
	SOW-030/04	16		16.00	0.00		16.000	128.00	Completed
CARVAJAL, JOSÉ ARIEL		46		46.00	0.00		46.000	368.00	

Consultant	No.	(A) LOE	LOE Used this month	(B) Cumulative LOE	(A-B)	LOE Billed this month	Cumulative LOE Billed	Cumulative Billed	Comments
Position/Level	SOW	Approved		USED	BALANCE		(DAYS)	(HOURS)	
CASTELLANOS, MARCELO	SOW-006/05	65	19	59.94	5.06		13.500	108.00	Completed
	SOW-006/05 Ammndmt	10		0.00	10.00				Completed
CASTELLANOS, MARCELO		75	19	59.94	15.06		13.500	108.00	
CEAL - DE LA PEÑA, NURIA	SOW-004/04	10		10.00	0.00		10.000	80.00	Completed
	SOW-025/04	75		75.00	0.00		75.000	600.00	Completed
	SOW-025/04 Ammndmt	16		16.00	0.00		16.000	128.00	Completed
	SOW-014/2005	65		3.75	61.25		3.700	29.60	Cancelled
CEAL - DE LA PEÑA, NURIA		166		104.75	61.25		104.700	837.60	
CEAL - GARRO, ALEJANDRO	SOW-014/2005	5		0.00	5.00		0.000	0.00	Completed
CEAL - GARRO, ALEJANDRO		5		0.00	5.00		0.000	0.00	
CEAL - GIRTON, LANCE	SOW-014/2005	5		0.00	5.00		0.000	0.00	Completed
CEAL - GIRTON, LANCE		5		0.00	5.00		0.000	0.00	
CEAL - FLEISIG, HEYWOOD	SOW-025/04	30		30.00	0.00		30.000	240.00	Completed
	SOW-025/04 Ammndmt	15		11.00	4.00		11.000	88.00	Completed
	SOW-014/2005	35			35.00				Cancelled
CEAL - FLEISIG, HEYWOOD		80		41.00	39.00		41.000	328.00	
CEAL - MOONEY, CHARLES	SOW-014/2005	5		0.00	5.00		0.000	0.00	Cancelled
CEAL - MOONEY, CHARLES		5		0.00	5.00		0.000	0.00	
CEAL - SPAGNOLE, JOHN	SOW-025/04	38		7.00	31.00		7.000	56.00	Completed
	SOW-025/04 Ammndmt	-31		0.00	-31.00				Completed
	SOW-014/2005	5		0.00	5.00				Cancelled
CEAL - SPAGNOLE, JOHN		12		7.00	5.00		7.000	56.00	
COSSIO, JONATHAN	SOW-0017/05	8		0.00	8.00		0.000	0.00	Ongoing
COSSIO, JONATHAN		8		0.00	8.00		0.000	0.00	
DALY, JORGE	SOW-006/05	35			35.00			0.00	Cancelled
	SOW-006/05 Ammndmt	-35			-35.00				
DALY, JORGE		0		0.00	0.00		0.000	0.00	
ERLWEIN, MARCO	SOW-0017/05	11		0.00	11.00		0.000	0.00	Ongoing
ERLWEIN, MARCO		11		0.00	11.00		0.000	0.00	
FRIES, TAMI	SOW-003/04	7		7.00	0.00		7.125	57.00	Completed
FRIES, TAMI		7		7.00	0.00		7.125	57.00	
FERNANDEZ, DINKO	SOW-039/04	90		66.75	23.25		66.750	534.00	Completed - Used only 66.75 days
FERNANDEZ, DINKO		90		66.75	23.25		66.750	534.00	
FORGUES, JEANNINE	SOW-009/05	10		10.00	0.00		9.000	72.00	Completed
FORGUES, JEANNINE		10		10.00	0.00		9.000	72.00	

Consultant Position/Level	No. SOW	(A) LOE Approved	LOE Used this month	(B) Cumulative LOE USED	(A-B) BALANCE	LOE Billed this month	Cumulative LOE Billed (DAYS)	Cumulative Billed (HOURS)	Comments
GRANDI, MARIA DEL CARMEN	SOW-005/05	8		8.00	0.00		8.000	64.00	Completed
	SOW-002/05	21		21.00	0.00		21.000	168.00	Completed
GRANDI, MARIA DEL CARMEN		29		29.00	0.00		29.000	232.00	
GUEVARA, RAMIRO	SOW-023/04	40		33.43	6.57		33.430	267.44	Completed
	SOW-015/05	40			40.00				Cancelled
GUEVARA, RAMIRO		80		33.43	46.57		33.430	267.44	
ICC - ROSALES, RAMÓN	SOW-002/04	8		8.00	0.00		8.000	64.00	Completed
ICC - ROSALES, RAMÓN		8		8.00	0.00		8.000	64.00	
ICC - ALBA, CARLOS	SOW-002/04	9		9.00	0.00		9.000	72.00	Completed
ICC - ALBA, CARLOS		9		9.00	0.00		9.000	72.00	
LEITON, JORGE	SOW-008/05	18		18.00	0.00		18.000	144.00	Completed
LEITON, JORGE		18		18.00	0.00		18.000	144.00	
LLENAS, MIGUEL	SOW-010/04	7		7.00	0.00		7.000	56.00	Completed
	SOW-019/04	20		20.00	0.00		20.000	160.00	Completed
	SOW-019/04 Ammdmnt	3		3.00	0.00		3.000	24.00	Completed
LLENAS, MIGUEL		30		30.00	0.00		30.000	240.00	
MALDONADO, ROBERTO	SOW-007/04	32		20.00	12.00		20.000	160.00	Completed Phase 1 Cancelled last 12 days
MALDONADO, ROBERTO		32		20.00	12.00		20.000	160.00	
MONJE, GUILLERMO	SOW-001/06	12		0.00	12.00		0.000	0.00	Ongoing
	SOW-001/06 Ammdmnt	4		0.00	4.00				
MONJE, GUILLERMO		16		0.00	16.00		0.000	0.00	
MONTAÑO, GARY	SOW-027/04	11		11.00	0.00		11.000	88.00	Completed
	SOW-009/05	15		0.00	15.00				Completed
MONTAÑO, GARY		26		11.00	15.00		11.000	88.00	
MONTELLANO, GASTÓN	SOW-023/04	10		10.00	0.00		10.000	80.00	Completed
	SOW-023/04 Ammdmnt	35		32.25	2.75		32.250	258.00	Completed
	SOW-015/05	40		0.00	40.00				Cancelled
MONTELLANO, GASTÓN		85		42.25	42.75		42.250	338.00	
MORENO, FRANCISCO	SOW-008/05	18		18.00	0.00		18.000	144.00	Completed
MORENO, FRANCISCO		18		18.00	0.00		18.000	144.00	
OSU - GÓMEZ, FRANZ	SOW-028/04	40		40.00	0.00		40.000	320.00	Ongoing
	SOW-028/04 Ammdn 2	6		6.00	0.00				Ongoing
OSU - GÓMEZ, FRANZ		46		46.00	0.00		40.000	320.00	
OSU - GONZÁLEZ-VEGA, CLAUDIO	SOW-005/04	15		15.00	0.00		15.000	120.00	Completed
	SOW-012/04	15		15.00	0.00		15.000	120.00	Completed
	SOW-012/04 - Ammdmnt	4		4.00	0.00		4.000	32.00	Completed
	SOW-017/04	9		9.00	0.00		9.000	72.00	Completed
	SOW-028/04	54		54.00	0.00		49.000	392.00	Ongoing
	SOW-028/04 - Ammdn	2		2.00	0.00				Ongoing
OSU - GONZÁLEZ-VEGA, CLAUDIO		99		99.00	0.00		92.000	736.00	

Consultant Position/Level	No. SOW	(A) LOE Approved	LOE Used this month	(B) Cumulative LOE USED	(A-B) BALANCE	LOE Billed this month	Cumulative LOE Billed (DAYS)	Cumulative Billed (HOURS)	Comments
OSU - MIRANDA, MARIO	SOW-018/04	9		9.00	0.00		9.000	72.00	Completed
	SOW-037/04	20		0.00	20.00		0.000	0.00	Ongoing
	SOW-037/04 Ammdmnt	5		0.00	5.00		0.000	0.00	Ongoing
OSU - MIRANDA MARIO		34		9.00	25.00		9.000	72.00	
OSU - RODRIGUEZ, JORGE	SOW-037/04	11		11.00	0.00				Cancelled
OSU - RODRIGUEZ, JORGE		11		11.00	0.00				
OSU - VILLAFANI, MARCELO	SOW-012/04	18		18.00	0.00		18.000	144.00	Completed
	SOW-012/04 - Ammdmnt	5		5.00	0.00		5.000	40.00	Completed
	SOW-028/04	43		43.00	0.00		40.000	320.00	Ongoing
	SOW-028/04 Ammdnd 2	2		2.00	0.00				Ongoing
OSU - VILLAFANI, MARCELO		68		68.00	0.00		63.000	504.00	
PANIAGUA, IVÁN	SOW-009/04	30		30.00	0.00		30.000	240.00	Completed
PANIAGUA, IVÁN		30		30.00	0.00		30.000	240.00	
PERES VELASCO, ANTONIO	SOW-035/04	42		21.88	20.13		21.875	175.00	Completed
									Used only 21.875 days
PERES VELASCO, ANTONIO		42		21.88	20.13		21.875	175.00	
POZO. ELOY JESUS	SOW-006/05	70		15.00	55.00		15.000	120.00	Completed
	SOW-006/05 nAmmdmnt	-55		0.00	-55.00			0.00	
POZO, ELOY JESUS		15		15.00	0.00		15.000	120.00	
REQUENA, MARIO	SOW-034/04	32		32.00	0.00		32.000	256.00	Completed
	SOW-034/04 Ammdmnt	20		20.00	0.00		20.000	160.00	Completed
	SOW-034/04 2nd Ammdmnt	20		20.00	0.00		20.000	160.00	Completed
	SOW-015/05	40	4	15.00	25.00		5.000	40.00	Ongoing
REQUENA, MARIO		112	4	87.00	25.00		77.000	616.00	
RIVERO, RAUL	SOW-024/04	30		30.00	0.00		30.000	240.00	Completed
RIVERO, RAUL		30		30.00	0.00		30.000	240.00	
ROSALES, GUIDO	SOW-009/04	30		30.00	0.00		30.000	240.00	Completed
ROSALES, GUIDO		30		30.00	0.00		30.000	240.00	
RUEHMER, CHRISTIAN	SOW-006/05	55		8.00	47.00		0.000	0.00	Completed
	SOW-006/05	-47			-47.00		0.000	0.00	Cancelled
RUEHMER, CHRISTIAN		8		8.00	0.00		0.000	0.00	
URCULLO, JAVIER	SOW-003/05 - Amnd	16		15.87	0.13		15.870	126.96	Completed
URCULLO, JAVIER		16		15.87	0.13		15.870	126.96	
VELARDE, CARLOS	SOW-036/04	23		23.00	0.00		23.000	184.00	Completed
	SOW-011/05	4		4.00	0.00		4.000	32.00	Completed
VELARDE, CARLOS		27		27.00	0.00		27.000	216.00	
VILLACORTA, OMAR	SOW-011/04	20		20.00	0.00		20.000	160.00	Completed
	SOW-020/04	60		60.00	0.00		60.000	480.00	Completed
VILLACORTA, OMAR		80		80.00	0.00		80.000	640.00	

DELIVERABLES – REPORT MATRIX
CONTRACT NO. GEG-I-803-02-00011-00 - Task Order No. 803

As of March 31st, 2006

Deliverable/Title	Due Date	Effective Date	Approval Date	SOW Reference	No. of Hard copies	Special Notes	Distribution/SOT
Annual Work Plan – Y1	Mar 31st, 2004	March 24th, 2004			3 English and 1 Spanish to CTO 1 English to RCO	E-mail and labeled disc to CTO	Gabriela Salazar Lourdes Silva
Revised Annual Work Plan – Y2	Aug 31st, 2004	February 2 nd , 2005			3 English and 1 Spanish to CTO 1 English to RCO	E-mail and labeled disc to CTO	Gabriela Salazar Lourdes Silva
Quarterly Reports	Apr 20th - Brief Jul 20th - Brief Oct 20th -Brief Jan 20th Compl Apr 20 th – Brief Jul.20 th , 2005 Oct. 20 th , 2005 Jan. 20 th , 2006	Apr 27 th ,2004 Jul 30th, 2004 Oct 20 th , 2004 Feb 2 nd , 2005 May 10 th , 2005 Aug. 12, 2005 Oct. 27, 2005 Jan. 26 th , 2006			3 English and 1 Spanish to CTO 1 English to RCO	E-mail and labeled disc to CTO	Gabriela Salazar Lourdes Silva Alice Brooks
Final Report (Base Period)	Aug 30th, 2006				3 English and 1 Spanish to CTO 1 English to RCO	E-mail and labeled disc to CTO	Gabriela Salazar Lourdes Silva
Performance Monitoring	Jul 20th Jan20th	June 29th, 2004 January 3 rd , 05				PREMIER -130/04 JUNE 29 th , 2004	Gabriela Salazar
Accruals	Mar 10 th , 2004 Jun 10 th , 2004 Sept 10 th , 2004 Dec 10 th , 2004 Mar 10 th , 2005 Jun 10 th , 2005 Sept. 10, 2005 Dec. 10, 2005 Mar 10, 2006	Mar 10th, 2004 Jun 6th, 2004 Sept. 7th, 2004 Dec. 8 th , 2004 Mar 9 th , 2005 Jun 10 th , 2005 Sept. 08, 2005 Dec.08, 2005 Mar 24 th , 2006			1 By e-mail	By e-mail	Gabriela Salazar Rafael Porres Margare Enis Rafael Porres Alice Brooks Rafael Porres

Deliverable/Title	Due Date	Effective Date	Approval Date	SOW Reference	No. of Hard copies	Special Notes	Distribution/SOT
Grants Fund Manual	Mar 30th, 2004	April 1st, 2004	April 12, 2004		2	USAID approval EO-R-011/04	Gabriela Salazar Lourdes Silva
“Manual de Políticas y Procedimientos Administrativos”	Mar 15th, 2004	March 17th, 2004	April 20th, 2004		2	RCO concurrence RCO/154/04 RCO/182/04	Gabriela Salazar Lourdes Silva
Waiver to process TCNs in US dollars	Mar 18th, 2004	March 18th, 2004	April 14th, 2004		1	By e-mail	Lourdes Silva Gabriela Salazar
Work Plan for Regulation Component – SBEF/ICC R. Rosales/C. Alba	April 3 rd , 2004	May 5 th , 2004	March 15 th , 2004	SOW-002/04	1	Final Report sent PREMIER-069/2004 – May 5 th , 2004	Gabriela Salazar
Technical And Administrative Management Information System (TAMIS) Customization T. Fries	April 20 th , 2004	April 20 th , 2004	March 26 th , 2004	SOW-003/04	1	Final report sent PREMIER-158/2004 July 27 th , 2004	Gabriela Salazar
Work Plan for Legal Reform PREMIER/CEAL N. de la Peña	April 23 rd , 2004	2 nd week of May, 2004	March 26 th , 2004	SOW-004/04	1	Report sent unofficially by Steve Smith	Gabriela Salazar
Desarrollo de un Plan de Trabajo para la Reforma de Políticas y Regulaciones en Microfinanzas C. González Vega - OSU	April 16 th , 2004	May 13 th , 2004	March 15 th , 2004	SOW-005/04	1	Final Report sent PREMIER-080/2004 – May 13 th , 2004	Gabriela Salazar
WEB Page Design and launching R. Maldonado	Sep. 7th, 2004	Sep. 17 th , 2004	March 29th, 2004	SOW-007/04	1	Final Report sent PREMIER-254/2004 – September 27 th , 2004	Gabriela Salazar
Elaboration of Portfolio Rating Norms for Agricultural Microcredit Portfolio R. Cardone	July 30 th , 2004	Sep.3 rd , 2004	June 9 th , 2004	SOW-008/04	1	Final Report sent PREMIER-243/2004 – September 20 th , 2004	Gabriela Salazar

Deliverable/Title	Due Date	Effective Date	Approval Date	SOW Reference	No. of Hard copies	Special Notes	Distribution/SOT
Revision of Software Solution for INFOCRED, which will allow it to produce and offer services to its clients G. Rosales, R. Bilbao, I. Paniagua	July 31 st , 2004	July 29 th , 2004	April 13 th , 2004	SOW-009/04	1	Final Reports sent PREMIER-163/2004 July 29 th , 2004	Gabriela Salazar
Conduct Workshop on Private Credit Bureaus M. Llenas	May 13 th , 2004		April 29 th , 2004	SOW-010/04	1	Completed	
Conduct Workshop on Agricultural Insurance J. Skees	May 13 th , 2004	June 9 th , 2004	April 29 th , 2004	PO	1	Final Report sent PREMIER-111/2004 - June 9, 2004	Gabriela Salazar
Conduct Workshop on Innovation in Microfinance J. Buchenau	May 13 th , 2004	June 29 th , 2004	April 29 th , 2004	PO	1	Final Report sent PREMIER-126/2004 - June 29, 2004	Gabriela Salazar
Compilation/generation of information to be included on the "Bolivian Micro-finance (Microfinanzas Bolivia)" web page. O. Villacorta	May 7 th , 2004	June 1 st , 2004	April 16 th , 2004	SOW-011/04	1	Final Report sent PREMIER-110/2004 – June 9 th , 2004	Gabriela Salazar
Provide Policy T.A. to Government Institution C. Gonzalez Vega, M. Villafani – OSU	June 18 th , 2004	Oct. 6 th , 2004	May 10 th , 2004	SOW-012/04	1	Final Report sent PREMIER-270/2004 – Oct. 6 th , 2004	Gabriela Salazar
Workshop/Seminar to facilitate the elaboration of ASOFIN's strategic plan R. Böhr	June 30 th , 2004	July 7 th , 2004	June 15 th , 2004	SOW-015/04	1	Final Report sent PREMIER-137/2004 – July 7 th , 2004	Gabriela Salazar
Regulatory Framework for Licensed Credit Union Central Finance Facility J. Carvajal	August 12 th , 2004	Sep. 3 rd , 2004	June 29 th , 2004	SOW-016/04	1	Final Report sent PREMIER-214/2004 – Sep 2 nd , 2004	Gabriela Salazar

Deliverable/Title	Due Date	Effective Date	Approval Date	SOW Reference	No. of Hard copies	Special Notes	Distribution/SOT
Provide Policy T.A. to Government Institutions C, González Vega – OSU	July 18 th , 2004	Oct5. 6 th , 2004	June 30 th , 2004	SOW-017/04	1	Final Report sent PREMIER-271/2004 – Oct. 6th, 2004	Gabriela Salazar
Research and Develop Agriculture Insurance Products M. Miranda – OSU	Sep 25 th , 2004		Sep 10 th , 2004	SOW-018/04		Completed	
Analysis and evaluation of processes in areas of operations, systems and marketing of ENSERBIC. M. Llenas	August 20 th , 2004	August 31 st , 2004	July 8 th , 2004	SOW-019/04	1	Final Report sent PREMIER-204/2004 – Aug. 31 st , 2004	Gabriela Salazar
Support for the construction of the “Microfinance Bolivia” Web page O. Villacorta	October 30 th , 2004	November 4 th , 2004	July 8 th , 2004	SOW-020/04	1	Final Report sent PREMIER-217/2004 – Nov. 11th, 2004	Gabriela Salazar
Creation and introduction of current thematic information into the microfinance Industry page. Omar Villacorta	October 7 th , 2004	May 27 th , 2005	October 6 th , 2005	SOW-021/04	1	Final Report sent PREMIER-127/2005 June 17th, 2005	Margaret Enis
Analysis of the legal framework of the forestry activities Jennine Forgues	September 30 th , 2004	September 20th, 2004	Not required	SOW-022/04 PO	1	Final Report sent PREMIER-245/2004 – Sep. 22 nd , 2004	Gabriela Salazar

Deliverable/Title	Due Date	Effective Date	Approval Date	SOW Reference	No. of Hard copies	Special Notes	Distribution/SOT
New Legislation for Secured Transactions and Credit Bureaus – Phase I R, Guevara, Gastón Montellano	October 31 st , 2005	October 31 st , 2005	October 5 th , 2004	SOW-023/04		Completed	
Feasibility study for the establishment of an institutional network for the wire business. Raúl Rivero	December 31 st , 2004	April, 13, 2005	Sept. 21 st , 2004	SOW-024/04	1	Final Report sent PREMIER-073/2005 – April 13, 2005	Gabriela Salazar
Legal Reform in Secured Transactions and Credit Information CEAL – De La Peña, Spanogle, H. Fleisig	October 31 st , 2005	October 31 st , 2005	Sept. 21, 2004	SOW-025/04		Completed Final Products pending	
Economic/Financial feasibility study for the creation of the central finance facility Rodolfo Cardone	December 3 rd , 2004	January 13 th , 2005	October 4 th , 2004	SOW-026/04	1	Final Report sent PREMIER-005/2005 – Jan. 14 th , 2005	Gabriela Salazar
Courses Implemented in Business Planning Gary Montañó	November 17 th , 2004	November 17 th , 2004	October 13 th , 2004	SOW-027/04	1	Final Report sent PREMIER-324/2004 Nov. 19 th , 2004	Gabriela Salazar
Provide Policy T.A. to Government Institutions C. Gonzalez Vega, F. Gómez, M. Villafani - OSU	October 31 st , 2005	October 31 st , 2005	October 13 th , 2004	SOW-028/04	1	Final Report sent PREMIER-269/05 Nov. 25 th , 2005	Alice Brooks

Deliverable/Title	Due Date	Effective Date	Approval Date	SOW Reference	No. of Hard copies	Special Notes	Distribution/SOT
Development of norms allowing the creation and licensing of a Credit Union Central Finance Facility José Carvajal	November 17 th , 2004	January 6 th , 2005	October 13 th , 2004	SOW-030/04	1	Final Report sent PREMIER-003/2005 January 6 th , 2005	Gabriela Salazar
Development and Publication of a Web Site “MicrofinanzasBolivia.com” NOVA Interactiva	November 14 th , 2005	November 25 th , 2005	Not required	SOW-031/04 PO		Completed	
Hold Workshops and Seminars on Policy Issues Publish Studies and Analyses on Policy and Legal Issues J. Trigo	October 29 th , 2004	October 27 th , 2004	Not required,	SOW-032/04 P.O.	1	Final Report sent PREMIER-299/2004 October 29 th , 2004	Gabriela Salazar
Hold Workshops and Seminars on Policy Issues Publish Studies and Analyses on Policy and Legal Issues R. Calderón	November 5 th , 2004	November 9 th , 2004	Not required,	SOW-032/04 P.O.	1	Final Report sent PREMIER-310/2004 November 11 th , 2004	Gabriela Salazar
Courses Implemented in Design and Development of Products – La Paz R. Gómez-Velásquez, M. Solares – ACCION	November 30 th , 2004	December 6 th , 2004	November 12 th , 2004	SOW-033/04	1	Final Report sent PREMIER-345/2004 December 10 th , 2004	Gabriela Salazar
No concrete reports or deliverables required. Consultant will be asked to provide these on demand. M. Requena	October 31 st , 2005	Oct.31, 2005	December 3 rd , 2004 Amendment December 29 th , 2004	SOW-034/04		Completed	

Deliverable/Title	Due Date	Effective Date	Approval Date	SOW Reference	No. of Hard copies	Special Notes	Distribution/SOT
Legal report to determine the pros and cons for the establishment of a financial consumer ombudsman mechanism A. Peres Velasco	March 15 th , 2005	March 31, 2005	January 5 th , 2005	SOW-035/04	1	Final Report sent PREMIER-168/2005 Aug. 3 rd , 2005	Michael Kaiser Ralph Koering
Workshops on a) Corporate Governance; b) Risk Management and Internal Control; and c) Microfinance in Bolivia for MFIs' Internal Auditors. C. Velarde	May 31 st , 2005	May 31 st , 2005	December 2 nd , 2004	SOW-036/04	1	Final Report sent PREMIER-113/2005 May 31 st , 2005	Margaret Enis
Mathematical actuarial model, seminar and pilot test of agricultural insurance based indexing. M. Miranda, J. Rodríguez-Meza	December 30 th , 2004		April 30 th , 2005	SOW-037/04		Final Products pending	
Develop and execute program to improve SME credit instruments R. Cardone, D. Fernández	September 20 th , 2005	September 20 th , 2005	January 13 th , 2005	SOW-039/04	1	Final Report sent PREMIER-013/2006 January 14 th , 2006	Alice Brooks
Presentation on "Esquemas de gobernabilidad, propiedad, forma de constitución de capital y control interno en las Cajas de Ahorro en España" J. Pereira	December 30 th , 2004	January 18 th , 2005	Not required,	SOW-040/04 P.O.	1	Final Report sent PREMIER-012/2005 January 18 th , 2005	Gabriela Salazar

Deliverable/Title	Due Date	Effective Date	Approval Date	SOW Reference	No. of Hard copies	Special Notes	Distribution/SOT
Elaboration of a framework document that will be the basis for expected changes in FONDESIF as a financial institution R. Calderón, R. Böhr	February 4 th , 2005	February 4 th , 2005	Not required, December 2 nd , 2004	SOW-041/04 P.O. R. Calderón SOW-040/04 R. Böhr	1	Final Report sent PREMIER-023/2005 February 4th, 2005	Gabriela Salazar
Report of the findings of the study of the internal audit function in the Bolivian FMs. R. Cardone	March 31 st , 2005	June 14 th , 2005	February 18 th , 2005	SOW-001/05	1	Final Report sent PREMIER-124/2005 June 14 th , 2005	Margaret Enis
Market study on savings habits of current and potential clients. Design marketing and publicity plan Coop El Progreso M.C. Grandi	May 31 st , 2005	May 31, 2005	April 13, 2005	SOW-002/05	1	Final Report sent PREMIER-156/2005 July 23 rd , 2005	Michael Kaise Ralph Koering
Draft a Supreme Decree consisting of two sections: a) dismantling of the current FONDESIF; and b) establishment of the new institution. J. Urcullo	July 30 th , 2005	July 30, 2005	March 29 th , 2005	SOW-003/05	1	Final Report sent PREMIER-001/2006 January 5 th , 2006	Alice Brooks
Courses implemented on Design & Development of Products in Cochabamba and Santa Cruz. M/ Solares – ACCION	April 31 st , 2005	April 31, 2005	March 18 th , 2005	SOW-004/05	1	Final Report sent PREMIER-115/2005 May 27 th , 2005	Margaret Enis
Participation in the workshops to be developed by BCCN. M.C. Grandi	April 30 th , 2005	April 18 th , 2005	March 24 th , 2005	SOW-005/05	1	Final Report sent PREMIER-082/2005 April 18 th , 2005	Gabriela Salazar

Deliverable/Title	Due Date	Effective Date	Approval Date	SOW Reference	No. of Hard copies	Special Notes	Distribution/SOT
Evaluate SBEF and overall financial system and develop an Institutional Strategic Plan (PEI) aimed at strengthening risk management in financial institutions. Acevedo, Pozo, Castellanos	December 31 st , 2005		June 8, 2005	SOW-006/05	1	Final Report sent PREMIER-056/2006 March 22, 2006	Alice Brookes
Management of information to be introduced in the website for the Bolivian microfinance industry M.C. Grandi	May 31 st , 2006		May 27 th , 2005	SOW-007/05		Ongoing	
Determination of the viability of new financial products through research and pilot tests for Bolivian Stock Exchange J. Leitón, F. Moreno	Dec.15/2005		July 7, 2005	SOW-008/05	1	Final Report sent PREMIER-006/2006 Feb. 8, 2006	Alice Brooks
Develop and implement programs for the improvement of credit instruments for SMEs .J. Araujo J. Forgues	Dec. 31, 2005		Aug.23, 2005 Ammndmnt Oct.31, 2005	SOW-009/05 (A)	1	Final Report sent PREMIER-029/2006 Feb. 16, 2006	Alice Brooks
Develop and implement programs for the improvement of credit instruments for SMEs G. Montaña	Dec. 31, 2005		Aug. 18, 2005 Ammndmnt Oct.31, 2005	SOW-009/05 (B)	1	Final Report sent PREMIER-029/2006 Feb. 16, 2006	Alice Brooks
Develop and implement programs for the improvement of SME credit instruments REALDATA	Dec. 31, 2005		Not required	SOW-010/05 P.O.	1	Final Report sent PREMIER-030/2006 Feb. 16, 2006	Alice Brooks

Deliverable/Title	Due Date	Effective Date	Approval Date	SOW Reference	No. of Hard copies	Special Notes	Distribution/SOT
Workshop on a) Corporate Governance; b) Risk Management and Internal Control; and c) Microfinance in Bolivia for MFIs' Internal Auditors in Santa Cruz Carlos Velarde	Sept. 9, 2005	Sept. 9, 2005	July 19 th , 2005	SOW-011/05	1	Final Report sent PREMIER-221/2005 Sept. 14 th , 2005	Margaret Enir Ralph Koering
Develop New Legislation for Secured Transactions and Credit Bureaus - Phase II CEAL	Sept. 30, 2006		Sept. 16, 2005	SOW-014/05		Completed Final reports will be sent in April/06	
Develop New Legislation for Secured Transactions and Credit Bureaus - Phase II R. Guevara G. Montellano	Sept. 30, 2006		Oct. 21, 2005	SOW-015/05 (A)		Cancelled	
Develop New Legislation for Secured Transactions and Credit Bureaus - Phase II M. Requena	Sept. 30, 2006		Oct. 31, 2005	SOW-015/05 (B)		Ongoing	
Internal Auditors Workshop Berthin Amengual – BDO Internacional	Dec. 15, 2006		Not required	SOW-016/05 P.O.		Completed Final Report pending	
Diagnosis of ENSERBIC's equipment and software and proposal to improve efficiencies Cossio, Erlwein	Feb. 25, 2006		Jan. 20 th , 2006	SOW-017/05		Ongoing	
Written summary of PREMIER's three part market study for leasing in Bolivia. G. Monje	Apr. 14, 2006		Jan. 31 st , 2006	SOW-001/06		Ongoing	
Implementation of Modules II and III, consisting of the development of a new normative framework and supervision manuals. J. Acevedo	Jul 31, 2006		Mar 8 th , 2006	SOW-002/06		Ongoing	



FIF GRANTS TRACKER AS OF MARCH 31ST, 2006

Agreement No.	INSTITUTION	DESCRIPTION	Start Date	End Date	EFFECTIVE DATE	USAID APPROVAL	TOTAL AMOUNT		DISBURSEMENTS	BALANCE	BILLED TO USAID	Comments
FIF-001/04	PROMUJER	PROYECTO VPN PROMUJER BOLIVIA	07-Oct-04	07-Feb-05		RCO-019/05	Bs 342,603.72	\$42,772.00				Exch rate 8.01
		FIRST DISBURSEMENT - CH/#1242			22-Nov-04				Bs 153,180.27	Bs 189,423.45	\$19,052.27	Exch rate 8.04
FIF-002/04	ECOFUTURO	PRUEBA PILOTO Diseño Sistema de Información Gerencial para el Control de Riesgo	17-Nov-04	31-Mar-05		RCO-063/05	Bs 32,160.00	\$4,000.00				Exch rate 8.04
		FIRST DISBURSEMENT - CH/#1443			13-Apr-05				Bs 32,160.00	Bs 0.00	\$3,970.37	Exch rate 8.10
FIF-001/05	CAISA AGENTE DE Bolsa y Fortaleza SAFI	Desarrollo de un Fondo de Inversión Cerrado que proporcione Capital de Operaciones a la PyME boliviana a través de la adquisición de Acreencias Comerciales	15-Sep-05	15-Jan-06		RCO-645/05	Bs 266,640.00	\$33,000.00				
		FIRST DISBURSEMENT HITO 1 - CH/#1832			03-Jan-06				Bs 72,720.00	Bs 193,920.00	\$9,101.38	Exch rate 7.99
		SECOND DISBURSEMENT HITO 2- CH/#1890			07-Mar-06				Bs 24,240.00	Bs 169,680.00	\$3,039.50	Exch rate 7.975
		THIRD DISBURSEMENT HITO 3 Y 4- CH/#1894			08-Mar-06				Bs 72,720.00	Bs 96,960.00	\$9,118.50	Exch rate 7.975
FIF-002/05	NAFIBO	"Operación de Titularización de flujos de cartera de ONGs financieras"	15-Nov-05	15-Aug-06		RCO-063/06	Bs 445,208.00	\$55,100.00				
		FIRST DISBURSEMENT HITO 1 - CH/#1841			12-Jan-06				Bs 32,320.00	Bs 412,888.00	\$4,045.04	Exch rate 7.99
FIF-003/05	ECOFUTURO	PRUEBA PILOTO con el software Calprevi	01-Nov-05	31-Mar-06		RCO-063/06	Bs 27,609.36	\$3,417.00				Exch rate 8.08
FIF-001/06	BANCO LOS ANDES	Financiación para la Adquisición de un Cajero Especial de Autoservicio				RCO-290/06	Bs 411,570.00	\$51,000.00				Exch rate 8.07

TOTAL COMMITMENTS TO DATE

Bs 1,525,791.08

\$189,289.00

Bs 387,340.27

\$48,327.06

BUDGET FOR BASE PERIOD

\$600,000.00

UNUSED BALANCE

\$410,711.00

PREMIER PROJECT CLOSE DOWN PLAN

Issue/Activity	Start Date	End Date	Action Needed	Person Responsible	Field	Home Office	Tools	Comments
Finance	Monthly	Sep/06	Determine budget requirements for project and close-down activities	L. Palza S. Smith	✓	✓	Summary Pipeline Tool	
	Monthly	Sep/06	Monitor invoice remaining sheet attached to vouchers sent to USAID	M. Magowan-L. Palza	✓	✓		Will ORACLE issue automatically an Invoice Remaining Sheet?
	June/06	July/06	Conduct internal audit of financial files	L. Palza	✓			
	June/06	July/06	Reconcile subcontractor invoices	B. Jones		✓		
	Monthly	Sep/06	Clear all outstanding accounts, ie, travel advances, personal phone use	L. Palza	✓	✓		
	July/06	August/06	Ensure that any financial discrepancies or possible disallowed costs are settled	M. Magowan		✓		
	May/06	May/06	Arrange final date of insurance coverage (office, equipment, and vehicle local insurance agreements)	L. Palza	✓			
	Monthly	Sep/06	Conduct monthly bank reconciliation prior to closing account	L. Palza	✓			
	Completed		Inform vendors for subscriptions and local support services	L. Palza	✓			
	Completed		Arrange for final office rent payment	L. Palza	✓			
	Sep 20th/06	Sep 20th/06	Arrange for final payments of final water, electricity, phone and other bills	L. Palza	✓		Cancel Local Services Letter	
	Sep 29th/06	Sep 29th/06	Close bank accounts (local currency and dollar accounts) on last day possible	L. Palza	✓			
		Aug 30th/06	Make arrangements for outstanding bills and invoices that need to be paid after project-end date.	L. Palza	✓	✓		
		Oct 30th/06	Prepare and submit final field report covering all costs paid after project-end.	L. Palza	✓			
		Apr 30th/06	Pay subcontractor final invoices	B. Jones, M. Magowan, S. McLeod		✓		
		Mar 31st/07	Submit Final Invoice within 6 months after Project End Date	M. Magowan		✓	Final Invoice Sign Off Sheet	

Issue/Activity	Start Date	End Date	Action Needed	Person Responsible	Field	Home Office	Tools	Comments
Contracts	April/06	May/06	Confirm Total Project Budget with USAID. Execute modification if necessary.	S. Smith, L. Palza (S.Mcleod)	✓	✓		
	Monthly		Conduct LOE audit.	L. Palza, B. Jones	✓	✓	(1) LOE Tracker	Question to S. Macleod. PREMIER has used more LOE than planned but not exceeded the amount in US\$. Is it necessary to request an LOE realignment?
	Jan-March Quarterly Report	Revision as needed	Submit formal close-down plan to client, per contract	S. Smith, D. McLean, L. Mitten	✓	✓	Closedown Plan	
	Apr/06	Apr/06	Contact DAI/B's OCG to send termination notice to subcontractors	B. Jones, S. Macleod		✓		
		May/06	Finalize subcontractor closeout			✓		
	May/06	June/06	Complete internal contract audit	S. McLeod		✓		
Personnel	Completed		Research local labor law	L. Palza	✓			
	Apr/06	May/06	Ensure that current CVs, EBDs, and contact information for local staff is available in RMS	L. Palza-C. Roca	✓		RMS Data Form	
	Apr/06	May/06	Conduct Personnel file audit on prime and subcontractor employees	L. Palza-B. Jones	✓	✓	Personnel File Checklist	Ongoing in the field, requires HO action
	July/06	July/06	Reconcile and verify local and expatriate leave balances - Execute plan.	L. Palza-B.Jones	✓	✓	Leave Tracker Tool	
	June/06	June/06	Prepare and distribute letters of notification of termination to local staff (check local law for guidance)	L. Palza-S. Smith	✓			

Issue/Activity	Start Date	End Date	Action Needed	Person Responsible	Field	Home Office	Tools	Comments
	May/06	May/06	Arrange final date for local health and life insurance programs	L. Palza	✓			
	Aug/06	Aug/06	Prepare letters of recommendation/certificate of appreciation for local staff	S. Smith	✓			
	Sep/06	Sep/06	Execute any local benefit plans or social charges and determine final pay-outs.		✓		Finiquitos	
Inventory and Other Administration								
	Apr/06	May/06	Audit non-expendable items	L. Palza	✓		Inventory Tracking Tool Sample	
	May/06	May/06	Develop & submit non-expendable equipment disposition plan.		✓	✓	(1) Disposition Request Letter Sample, (2) Equipment Inventory Plan Sample	
	Sep/06	Sep/06	Mark and sort essential documents for the home office; dispose of non-essential documents	L. Palza - C. Roca	✓		Guide to Record Retention	
	Sep/06	Sep/06	Pack and sort project documents using bar code labels and corresponding inventory spreadsheet	L. Palza - C. Roca	✓		(1) Bar Code Sample, (2) Individual Box Packing List Sample	
	Sep/06	Sep/06	Send inventory list of all boxed files to DAI/B library	L. Palza - C. Roca	✓		Storage Inventory List Sample	
	Jul/06	Aug/06	Plan for temporary office space and equipment rental if necessary.	L. Palza - C. Roca	✓			
	Sep/06	Sep/06	Transfer all property to beneficiaries per approved disposition plan. Obtain receipt for all property transferred.	L. Palza	✓		Disposition Receipt Sample	
	Sep/06	Sep/06	Prepare home office project files for storage	B. Jones, M. Magowan, S. Mcleod		✓	Guide to Record Retention	
Shipments								
	Sep/06	Sep/06	Prepare files for ocean freight shipment; determine which documents should be hand-carried to Bethesda	L. Palza - C. Roca - S. Guzmán	✓			

Issue/Activity	Start Date	End Date	Action Needed	Person Responsible	Field	Home Office	Tools	Comments
Information Technology	Sep/06	Sep/06	Back up all electronic files	C. Roca	✓			
	Sep/06	Sep/06	Clean hard drives	C. Roca	✓			
	Sep/06	Sep/06	Dismantle local area network	C. Roca	✓			
Grant Activities	Jun/06	Jul/06	Schedule closedown of all remaining grants	S. Smith - S. Eid	✓			
	Jun/06	Jul/06	Monitor and verify fixed assets	L. Palza	✓			
	Aug/06	Aug/06	Prepare financial summary report	L. Palza	✓			
	Jul/06	Aug/06	Complete Grant Evaluation Report	S. Eid	✓			
Technical Activities	Apr/06	Aug/06	Plan transition of project activities to USAID or follow-on, if necessary	S. Smith - S. Eid	✓	✓		
	Jul/06	Aug/6	Submit Draft of Final Project Report to USAID	S. Smith - S. Eid	✓			
	Sep 25th/06	Sep 25th/06	Submit Final Project Report	S. Smith - S. Eid	✓	✓		