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“Salient points” for coupon contract with participating Internet Service Providers

Family Planning Management Development (FPMD)  
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Office of Population, USAID

Management Sciences for Health  
165 Allandale Road  
Boston, MA 02130

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## **“Salient points” for coupon contract with participating Internet Service Providers**

### **Description of program:**

The FPMD project is in the process of developing an electronic network of reproductive health professionals from throughout francophone Africa. This electronic network will allow reproductive health professionals who are members of the Forum Régional d’Analyse et de Concertation (FRAC) to interact and share best practices through the use of available electronic communications and information technology (most notably, e-mail, electronic conferencing, and the World Wide Web). Additionally, members of the electronic network, FRACNET, will have access to a wide variety of management-related resources available from the FRACNET web site and FPMD’s Electronic Resource Center.

As part of this initiative, FPMD has devised a program to provide select organizations with incentives to obtain access to the communications and information technologies that will allow them to participate in the FRACNET network. FPMD intends to pilot this program, known as the coupon-based incentive program, in Senegal.

Select organizations will receive coupons that will be valid for discounts on the costs of modems and Internet service at participating Internet Service Providers. Internet Service Providers which receive coupons from these select organizations will provide the requested equipment and services and redeem coupons to FPMD for full payment according to the face value of the coupons. A detailed description of the program follows.

### **Description of coupons/booklets:**

Three types of coupons will be issued by FPMD. The following chart represents the type of coupons, their denominations, and the numbers of each type issued.

<b>Type of coupon</b>	<b>Denomination</b>	<b>Number issued</b>
Coupon valid for discount on the purchase of a modem and accessories	100,000 CFA	20
Coupon valid for discount on the cost of Internet service installation	15,000 CFA	20
Coupon valid for discount on the cost of monthly Internet subscription	5,000 CFA	80

Coupons will be issued in booklet form. Each booklet will contain one “modem coupon”, one “installation coupon”, and four “monthly subscription” coupons.

Each coupon is individually numbered. There is a space on the back side of each coupon which must be completed by organizations wishing to redeem coupons to participating Internet Service Providers.

Coupons have a period of validity extending until September 31, 1998, unless otherwise authorized by FPMD and communicated in writing to participating Internet Service Providers.

Samples of the three coupons are attached as annexes A, B, and C to this contract.

**Distribution of coupons:**

FPMD or its in-country representative, MSH/Senegal, will distribute coupon booklets directly to pre-selected organizations. Each organization will receive only one booklet. FPMD will provide participating Internet Service Providers with a complete list of all coupons distributed and the organizations to which they were given.

Additional coupons may be issued by FPMD in the future if it is deemed appropriate. Participating Internet Service Providers will be notified of any additional coupons issued.

**Redemption by coupon recipient organizations:**

Organizations may redeem coupons at any participating Internet Service Provider. An organization wishing to procure the services of a participating Internet Service Provider will do so according to the regular terms of contract of that Internet Service Provider and should enter into contract with them directly. Rates charged by participating Internet Service Providers will be no higher than their regularly published rates for any given service plan.

Each organization may redeem only one coupon for discounts on modem and service installation. An organization may ordinarily redeem as many as four coupons for monthly subscription services. If authorized by FPMD, and provided that they are in possession of additional coupons, an organization may redeem as many as two additional coupons. The maximum number of coupons for monthly subscription that any organization may redeem will never exceed six.

At the time an organization wishes to redeem a coupon or coupons, they must fully complete the back side of the coupon prior to submitting it in lieu of payment. Any additional account balance above the value of coupons redeemed will be the sole responsibility of the organization to whom the account is registered.

**Redemption of coupons to FPMD by participating Internet Service Providers:**

When a participating ISP receives a coupon or coupons from one of the eligible organizations, they must record the number of the coupon on a log which will be provided by FPMD. Care should be taken so as to ensure that organizations are redeeming no more coupons than they are entitled to redeem and that the serial numbers of the coupons being redeemed correspond to those having been issued by FPMD. Participating Internet Service Providers are responsible for ensuring that coupons being redeemed are authentic and that the period of validity has not been exceeded (unless authorized by FPMD).

A participating Internet Service Provider that thus receives coupons may redeem these coupons to

FPMD for full payment according to the face value of the coupons. Coupons should be delivered to the following address along with a copy of the record log indicating which coupons are being redeemed to FPMD and on which date.

MSH/Senegal  
PMI Medina, etc...

MSH/Senegal will act as FPMD's in-country representative and will ensure that coupons and all supporting documentation are forwarded to FPMD in Boston for prompt payment.

**Payment terms:**

(Diane, I figured you would want to complete this with the appropriate language. I have simply included the following brief notes...)

Payment will be issued by check to the Internet Service Provider from a local bank in local currency.

All questions concerning payment on coupons should be referred directly to FPMD in Boston to the attention of Ida Grum ([igrum@msh.org](mailto:igrum@msh.org)) or Thaddeus Thompson ([tthompson@msh.org](mailto:tthompson@msh.org)), and not to MSH/Senegal.