

1002 PD AAC 926 J No 9210132-9

**CONTRACT CLOSE-OUT**

**PART I - TECHNICAL OFFICE CHECKLIST**

**INSTRUCTIONS:** PURSUANT AIDPR APPENDIX 6, PLEASE COMPLETE THE INFORMATION BELOW AND RETURN ONE SIGNED COPY TO THE CONTRACTING OFFICER BY THE DUE DATE INDICATED IN ITEM 2. IF YOU REPORT ANY ACTIONS WHICH ARE STILL PENDING, PLEASE SUBMIT ANOTHER COMPLETED COPY OF THE CHECKLIST TO THE CONTRACTING OFFICER IMMEDIATELY AFTER ALL OF THE ACTIONS FOR WHICH YOUR OFFICE IS RESPONSIBLE HAVE BEEN SATISFACTORILY COMPLETED.

1. DATE  
10/1/76  
2. REPLY DUE DATE  
10/1/76  
IP

3. TO: [Signature]  
4. FROM (Contracting Officer): [Signature]  
5. CONTRACT NUMBER: [Blank]  
6. CONTRACTOR: [Blank]  
7. CONTRACTING OFFICE: [Signature] (9) 938

**A. RESPONSIBILITIES**

Indicate Answer by Placing "X" in Proper Column	YES	NO	N/A
1. Have all contract work and services, including reports, been accomplished and accepted by the Government? If No, expected completion date <u>N/A</u>		✓	
2. Has the contractor accounted for all U.S. Government titled property and equipment (under your office's surveillance) for which the contractor has custodial responsibility under the contract?	✓		
3. Has proper disposition been made of such property and equipment? If No, expected date of disposition _____	✓		
4. Is the contractor free of liability for the loss, destruction or damage to any such U.S. Government titled property or equipment? If No, have the Contractor and the Contracting Officer been notified of the extent of such liability?	✓		
5. Has Form AID 1420-43, Contractor Performance Evaluation Report (Final) been submitted? If No, expected date of submission _____	✓		
6. Have all other known contract requirements been met? If No, state nature of requirements and expected date of completion below.			

**7. REMARKS**

This contract was terminated for the convenience of the government in May, 1975.

cc: M Magyashi

**B. CERTIFICATION**

All actions for which the Technical Office is responsible have been completed.  YES  NO

SIGNATURE: Jack A. Rye OFFICE SYMBOL: TAIN DATE: 10/1/76

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

AMENDMENT NO. 1  
 PROJECT NO. 931-11-560 (838) 73  
 3148019

AGENCY FOR INTERNATIONAL DEVELOPMENT  
 OFFICE OF CONTRACT MANAGEMENT  
 CENTRAL OPERATIONS DIVISION  
 WASHINGTON, D.C. 20523  
 PD AAC-974  
 9310838-10  
 9  
 2p

CONTRACTOR NAME AND ADDRESS  
 Resources Development Associates  
 P.O. Box 239  
 Los Altos, California 94022

AMENDMENT OF SOLICITATION NO. \_\_\_\_\_  
 DATED \_\_\_\_\_ (See block 9)  
 MODIFICATION OF CONTRACT/ORDER NO. AID/TA-C-1129  
 DATED 6-28-74 (See block 11)

THIS BLOCK APPLIES ONLY TO AMENDMENTS OF SOLICITATIONS  
 The above numbered solicitation is amended as set forth in block 12. The hour and date specified for receipt of Offers  is extended,  is not extended.  
 Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation, or as amended, by one of the following methods:  
 (a) By signing and returning \_\_\_\_\_ copies of this amendment. (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOU TO ACKNOWLEDGE TO BE RECEIVED AT THE ISSUING OFFICE PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. By virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided such telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

ACCOUNTING AND APPROPRIATION DATA (if required)  
 APPROPRIATION NO. 72-11X1023 ALLOTMENT NO. 402-31-099-00-20-41

THIS BLOCK APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS  
 This Change Order is issued pursuant to \_\_\_\_\_  
 The Changes set forth in block 12 are made to the above numbered contract/order.  
 The above numbered contract/order is modified to reflect the administrative changes (such as changes in paying office, appropriation data, etc.) set forth in block 2.  
 This Supplemental Agreement is entered into pursuant to authority of Section 633 of the Foreign Assistance Act of 1961, as amended and Executive Order 11223.  
 It modifies the above numbered contract as set forth in block 12.

DESCRIPTION OF AMENDMENT/MODIFICATION  
 This Supplemental Agreement of Settlement, entered into on the date of last signature heret  
 is between the United States Government, represented by the Agency for International  
 Development (hereinafter referred to as the "Government") and Resources Development  
 Associates, a Partnership, whose address is P.O. Box 239, Los Altos, California 94022  
 (hereinafter referred to as the "Contractor").

NOTED 11/6/76  
 SIGNED \_\_\_\_\_  
 DATE 11/17/76

WITNESSETH

WHEREAS, the Contractor entered into the above numbered contract with the Government  
 for the performance of services as set forth therein; and

WHEREAS, the Government by notice dated 4-17-75 did terminate said contract for the  
 convenience of the Government in accordance with Clause 23 of the General Provisions

Except as provided herein, all terms and conditions of the document referenced in block 8, as hereinafter changed, remain unrevoked and in full force and effect.  
 CONTRACTOR/OFFEROR IS NOT REQUIRED TO SIGN THIS DOCUMENT  CONTRACTOR/OFFEROR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN \_\_\_\_\_ COPIES TO ISSUING OFFICE

NAME OF CONTRACTOR/OFFEROR  
 RESOURCES DEVELOPMENT ASSOCIATES  
 BY Warren R. Ketler  
 (Signature of person authorized to sign)

UNDER STATES  
 AGENCY FOR INTERNATIONAL DEVELOPMENT  
 BY Morton Darwin  
 (Signature of Contracting Officer)

NAME AND TITLE OF SIGNER (Type or print)  
 Warren R. Ketler, Partner  
 DATE SIGNED  
 11-11-76

NAME OF CONTRACTING OFFICER (Type or print)  
 Morton Darwin  
 DATE SIGNED  
 NOV 1 1976

entitled "Termination for Default or for Convenience of the Government";  
and

WHEREAS, the parties hereto have mutually agreed on the amount due under the contract as a result of such termination.

NOW, THEREFORE, the parties hereto in consideration of the premises above do hereby agree as follows:

1. The total estimated cost of this contract exclusive of fee is \$105,513. The fixed fee is \$7,323. The total estimated cost plus fee is \$112,836. The total amount of reimbursements is \$104,009 leaving a balance outstanding of \$8,827.
2. The Government shall pay to the Contractor as complete and final settlement under the contract the sum of \$8,827.
3. The Contractor in consideration of the payment of the aforesaid amount does hereby release, remise and discharge the Government its officers, agents, and employees, of and from any and all liabilities, obligations, claims, and demands whatsoever under or arising from the said contract, performance thereof, or termination of such contract.

UNITED STATES OF AMERICA TYPE CONTRACT  
 AGENCY FOR INTERNATIONAL DEVELOPMENT  
 NEGOTIATED CONTRACT NO. AID/TA-3-1100

PD-AAC-1921 9310831-11  
 CONTRACT TYPE: (CFF)

NEGOTIATED PURSUANT TO THE FOREIGN ASSISTANCE ACT OF 1961, AS AMENDED, AND EXECUTIVE ORDER 11223  
 CONTRACT FOR: Manual Guidelines--  
 Pre-School Health and Nutrition Interventions  
 Project No. 931-11-560-838  
 AMOUNT: \$280,048.00  
 P. Wick 12p

Agency for International Development  
 Office of Contract Management  
 Central Operations Division  
 Technical Assistance Branch  
 Washington, D.C. 20523

CONTRACTOR (Name and Address)  
 Resources Development Associates  
 NAME  
 P.O. Box 239  
 STREET ADDRESS  
 Los Altos, California 94022  
 CITY, STATE AND ZIP CODE  
 COSMIZANT SCIENTIFIC/TECHNICAL OFFICE  
 Agency for International Development, Tec.  
 Assistance Bureau, ATTN:TA/N, Washington, D.C.  
 ACCOUNTING AND APPROPRIATION DATA  
 PIO/T NO. 931-11-560-838-73-3118019  
 APPROPRIATION NO. 72-1171023  
 ALLOTMENT NO. 102-31-099-00-20-11  
 ESTIMATED COMPLETION DATE July 25, 1976

ADMINISTRATION BY  
 Issuing Office

MAIL VOUCHERS (Original & 3 copies)  
 TO: Agency for International Development, Office of Financial Management, Central Services Division, Washington, D.C. 20523

EFFECTIVE DATE June 26, 1974

TYPES OF BUSINESS (CHECK APPROPRIATE BOXES)

<input type="checkbox"/>	SOLE PROPRIETORSHIP	<input checked="" type="checkbox"/>	SMALL BUSINESS
<input checked="" type="checkbox"/>	PARTNERSHIP	<input type="checkbox"/>	LABOR SURPLUS AREA
<input type="checkbox"/>	JOINT VENTURE		
<input type="checkbox"/>	CORPORATION, INCORPORATED IN THE STATE OF		

The United States of America, hereinafter called the Government, represented by the Contracting Officer executing this contract, and the Contractor agree that the Contractor shall perform all the services set forth in the attached Schedule, for the consideration stated therein. The rights and obligations of the parties to this contract shall be subject to and governed by the Schedule and the General Provisions. To the extent of any inconsistency between the Schedule or the General Provisions and any specifications or other provisions which are made a part of this contract, by reference or otherwise, the Schedule and the General Provisions shall control. To the extent of any inconsistency between the Schedule and the General Provisions, the Schedule shall control.

This Contract consists of this Cover Page, the Schedule of 12 Pages, including the Table of Contents and the General Provisions cited on page 1 of the Schedule.

NAME OF CONTRACTOR Resources Development Associates	UNITED STATES OF AMERICA AGENCY FOR INTERNATIONAL DEVELOPMENT
BY (Signature of authorized individual) <i>Warren Robert Ketler</i>	BY (Signature of Contracting Officer) <i>V. C. Perelli</i>
TYPED OR PRINTED NAME Warren Robert Ketler	TYPED OR PRINTED NAME V. C. Perelli
TITLE General Partner for the Partnership***	CONTRACTING OFFICER
DATE JUN 26 1974	DATE June 28, 1974

BEST AVAILABLE

BEST AVAILABLE

~~\*\* While the total amount of the contract is \$281,345, there is currently obligated only \$215,000 (see Schedule ARTICLE VII).~~

\*\*\* Warren Robert Ketler and Kenneth Bryden Craib, co-partners, trading as Resources Development Associates, the Contractor.

**SCHEDULE  
COST REIMBURSEMENT TYPE CONTRACT**

**TABLE OF CONTENTS  
SCHEDULE**

The Schedule, on pages 1 through 12, consists of this Table of Contents and the following Articles:

Article I	— STATEMENT OF WORK	Article VIII	— COSTS REIMBURSABLE AND LOGISTIC SUPPORT TO CONTRACTOR
Article II	— TECHNICAL DIRECTIONS	Article IX	— PAYMENT OF FIXED FEE
Article III	— KEY PERSONNEL	Article X	— ESTABLISHMENT OF OVERHEAD RATES
Article IV	— LEVEL OF EFFORT	Article XI	— PERSONNEL COMPENSATION
Article V	— PERIOD OF CONTRACT	Article XII	— ALTERATIONS IN CONTRACT
Article VI	— ESTIMATED COST AND FIXED FEE		
Article VII	— BUDGET		
	Article XIII	--	REPORTS
	Article XIV	--	SPECIAL PROVISIONS

**GENERAL PROVISIONS**

The General Provisions applicable to this contract consist of:

1. AID Form 1420-41C, entitled "General Provisions - Cost Reimbursement Type Contract", dated 7-72, which includes provisions 1 through 41.
2. Attachment A, dated 4-74, to AID Form 1420-41C, which includes changes to provisions 5, 9, 10, 12, 16, 18, 20, 39, 40, and adds provision 42.
3. AID Form 1420-41D, entitled "Additional General Provisions - Cost Reimbursement Type Contract", dated 7-72, which includes provisions 1 through 14. (NOTE: General Provision No. 4, entitled "Title to and Care of Property", is deleted since title will vest in the U.S. Government.)
4. Attachment B, dated 4-74, to AID Form 1420-41D, which includes changes to provisions 3, 4, and 6.

**SCHEDULE**

**ARTICLE I—STATEMENT OF WORK**

**A. General.**

The objective of this contract is to provide background and guidance, in the form of a manual, to LDC governments for selection and implementation of pre-school nutrition programs; the manual will also be used by AID and other donors which provide assistance for program development.

The manual, to be developed under this contract, will provide the user with ready access to information on what alternative interventions will do, their approximate cost, conditions necessary for their implementation, and other relevant considerations; and, in each case, an illustration of the general approach in the form of a practical effective application.

The Contractor will develop and produce, using the attached "Methodology For Production of a Manual on Alternative Interventions to Improve the Nutritional Status of the Pre-School Child", dated May 15, 1974, a manual that has the following general outline:

Volume I	Chapter 1 - Introduction
	Chapter 2 - Feeding
	Chapter 3 - Combined (Food or Education plus Health)
	Chapter 4 - Nutrition Education
	Chapter 5 - Fortification
	Chapter 6 - Agriculture
	Chapter 7 - Commercial Foods
	Chapter 8 - Summary
Volume II	Data Derivation
Volume III	Program Techniques

It is intended that these chapters, or elements of them, will be issued separately by the Government, as they are produced in final camera-ready form by the Contractor in order to provide an immediate flow of information to nutrition decision makers.

### B. Detailed Description.

1. The "methodology" referred to in A. of this ARTICLE consists of the following Chapters:

- I. Purpose of methodology and Description of Manual
- II. Outline and Format for General Section and Case Study
- III. Description of General/Approach
- IV. Methodology for Development of General Section
- V. Case Study - Description of Method and Guide to Development of Description Section
- VI. Guide to Development of Case Study Effectiveness Data
- VII. Guide to Development of Case Study Cost Data

Chapter II of the "methodology" refers to the outline of Chapters 2 through 7 of Volume I of the Manual. Chapters III through VII of the "methodology" will be used, and improved by the Contractor as experience indicates, during Phase I of the contract. The updated "methodology" of Phase I, subject to the Government's approval, will be used to develop and produce the balance of the Manual.

2. The Manual will provide a chapter for each of the six categories of intervention described in the "methodology". Each of the intervention chapters will consist of two sections:

- a. A general section describing:
  - (1.) How the intervention works.
  - (2.) Advantages and disadvantages.
  - (3.) Conditions under which appropriate to use.
  - (4.) Contribution to other development goals and other special considerations such as, for example, amount of administrative manpower required, multiplier effects, time period for implementation.
  - (5.) Analysis of effectiveness and other consequences, both positive and negative. Potential of approach to extend beyond a limited area should be included as part of this analysis.
  - (6.) Breakdown and analysis of costs.
  - (7.) Particularly useful or innovative delivery or other technique associated with the intervention.
  - (8.) Bibliography and references for the user interested in obtaining more data on programs or evaluations, utilized or referred to in preparing the chapter.

(9.) Detailed information on data derivation (to be provided in Volume II of the manual).

The contractor will include in the general section on each intervention a treatment of each of the standard subtypes of intervention where such subtypes exist. For example, feeding includes both daily feeding and take-home feeding, nutrition education includes both person to person and mass media, etc.

The contractor will develop the information listed in 1 - 9 above, particularly effectiveness and costs, in a form which will give the manual user a basis for making comparisons between the different categories of intervention, in the context of conditions present in his own country, and to select that intervention or interventions most appropriate to his local situation.

- b. A case study section, following the general section of the chapter. This will seek to provide, as an illustrative example, a practical effective application of the general intervention described. (In a few cases, if approved by the government, elements of several programs may be treated instead of a single study of a complete program). Recommendation of a program for selection as a case study will be made by the contractor and approved by the Government (see B.3 of the ARTICLE).
- (1.) An overall description of the activity.
- (2.) Cost. This should include quantification of inputs and also reduction to some type of monetary terms. Share of costs among different participating groups, such as government and local community, should also be indicated. The costs should be presented in a form which will give an idea of the relationship of costs to effectiveness described below. The cost data, while derived from a particular environmental context, should also seek to give the user a concept of level of magnitude in terms which are meaningful beyond the specific local conditions in which the program operates. Cost data should also be presented in a form to make possible translation by an interested user into actual costs in his country, if desired.
- (3.) Effectiveness - The contractor should seek to provide several different measures of effectiveness, which would provide the end-user with a basis of selecting a particular approach for further adaptation and trial under local conditions. These measures will in all cases include quantification of delivery of services (e.g., amount of food, education, etc. provided). In addition where feasible, they should also include consumption of services (e.g., food actually consumed by child as opposed for example to being delivered to mother), and, if available, indication of impact on nutritional status of the child.

Effectiveness of the activity should also be assessed in terms of its potential capability to reach those in need. This should include potential both for wide coverage and for penetration to the poorest.

most inaccessible groups.

(4.) Program detail on organization and administration of activities should be provided on a selective basis to permit an end-user to replicate an activity without having to work out all of the operating procedures over again. By way of illustration this might include information on type of training, workers used, a particular nutrition education technique utilized, etc. The information on program detail would be developed selectively, recognizing that it might not be possible to include all operating procedures, but only the most significant, or ones least apt to be known. (Where several programs used a similar procedure, such procedure could be described for one program only). A summary of the procedure(s)/technique(s) selected in each instance will appear in the main chapter text, with the detail provided in Volume III of the manual.

(5.) Detailed data derivation information (to be provided in Volume II.)

c. In addition to the six chapters on particular interventions, an overall chapter (Chapter 8) will provide a summary comparison/discussion of the relative advantages - disadvantages, costs and effectiveness of the interventions treated in the individual chapters. In addition the overall chapter will provide a brief review of steps for determining needs (e.g., nature and underlying causes of problem to be addressed) and for choosing the type of program suitable to local conditions and resources.

3. As part of development of the chapters described in B.2 above, the contractor will develop and execute a screening procedure to identify the best available examples for the case studies and to help gather background information for the production of the general sections. The screening will include the consultation of written materials (articles, evaluations, conference reports, etc.), the contact of key nutrition experts and individuals in key international and national organizations engaged in nutrition work, either in person or by correspondence, and such other steps as the contractor deems appropriate.

#### 4. IMPLEMENTATION PLAN

The activity will consist of three phases described below:

a. Phase I (4 months). In this phase, the "methodology" for undertaking the activity, which is described in B.1 above, will be applied to the production of one case study and one general section, the "methodology" will be refined using the experience gained. In addition, a survey procedure (B.3 above) will be developed and put into effect to identify the best available examples for the remaining case studies and to help gather information for the other general sections. A review, to be conducted at the end of Phase I, will confirm or revise, as necessary, based on the experiences of Phase I, the scope and timing of the remaining two phases.

- b. Phase II (14 months). Upon completion of Phase I, including acceptance and approval of the refined methodology, a series of chapters will be undertaken. Each chapter will be addressed to a particular intervention. It will include both a general section, describing and discussing the intervention, and a case study analysis of a particular application of that intervention. The screening survey, initiated in Phase I will be completed during approximately the first three months of this phase.
- c. Phase III (3 months). A loose leaf compilation of the chapters will be prepared. This will include a summary chapter discussing relative effectiveness, costs and other key factors of the interventions. In addition, the final compilation will also have a brief review of steps for determining needs and choosing the type of program suitable to local conditions and resources.

5. Manual design specifications. The Contractor will use the "Compendium-Approaches to Improve the Nutritional Status of the Pre-School Child", dated October 21, 1972, as a guide in preparing his camera-ready copy. This Manual will be the same size as the Compendium and contain both tables and charts, as appropriate; however, the use of photographs and colors is not anticipated. The camera-ready copy will be submitted on "Multilith" masters, or equal, suitable for Government printing. The left-hand margin should also be sufficient to allow for hole punching since the material will be placed in 3-ring binders. The Government will do the actual printing of the manual chapters.

6. Case study development. As part of this contract, the Contractor will be required to develop material on approximately 6 case studies. The material for the manual, including the case studies, will be gathered, in part, by trips to Africa, Asia, and Latin America.

7. To the extent that there is a conflict between this Schedule and the "methodology", the Schedule shall prevail.

**ARTICLE II-TECHNICAL DIRECTIONS**

Performance of the work hereunder shall be subject to the technical directions of the cognizant A.I.D. Scientific/Technical Office indicated on the Cover Page. As used herein, "Technical Directions" are directions to the Contractor which fill in details, suggest possible lines of inquiry, or, otherwise complete the general scope of the work. "Technical Directions" must be within the terms of this contract and shall not change or modify them in any way.

**ARTICLE III-KEY PERSONNEL**

A. The key personnel which the Contractor shall furnish for the performance of this contract are as follows:

- Key personnel*            Dr. Christine S. Wilson
- Dr. Peter W. Wyeth
- Mr. Kenneth Graib

B. The personnel specified above are considered to be essential to the work being performed hereunder. Prior to diverting any of the specified individuals to other programs, the Contractor shall notify the Contracting Officer reasonably in advance and shall submit justification (including proposed substitutions) in sufficient detail to permit evaluation of the impact on the program. No diversion shall be made by the Contractor without the written consent of the Contracting Officer; provided, that the Contracting Officer may ratify in writing such diversion and such ratification shall constitute the consent of the Contracting Officer required by this clause. The listing of key personnel may, with the consent of the contracting parties, be amended from time to time during the course of the contract to either add or delete personnel, as appropriate.

**ARTICLE IV-LEVEL OF EFFORT**

A. The level of effort for the performance of this contract shall be 11,261½ total man-hours of direct labor at an average rate of approximately 450.6 hours per month.

B. The estimated composition of the total man-hours of direct labor is as follows:

\* (NOTE: Figures are based on a man-month of 173.3 man-hours.)

	<i>No. Man-Hours</i> *
Key Personnel .....	<u>9,531½</u>
<i>Other Personnel:</i>	
Scientists .....	<u>693.2</u>
Clerical .....	**
Research Assistants .....	<u>1,039.8</u>

\*\* (NOTE: All necessary clerical assistance is provided under overhead.)

C. It is understood and agreed that the rate of man-hours per month may fluctuate in pursuit of the technical objective provided such fluctuation does not result in the utilization of the total man-hours of effort prior to the expiration of the term hereof, and it is further understood and agreed that the number of hours of effort for any classification except for the hours of the Key Personnel may be utilized by the Contractor in any other direct labor classification if necessary in the performance of the work.

D. The Contracting Officer may, by written order, direct the Contractor to increase the average monthly rate of utilization of direct labor to such an extent that the total man-hours of effort, specified above, would be utilized prior to the expiration of the term hereof. Any such order shall specify the degree of acceleration required and the revised term hereof resulting therefrom.

**ARTICLE V-PERIOD OF CONTRACT**

A. The effective date of this contract is 6/26/76 the estimated completion date is 7/25/76.

B. In the event that the Contractor fails to furnish the level of effort set forth herein for the specified term, then the Contracting Officer may require the Contractor to continue performance of the work beyond the estimated completion date until the Contractor has furnished the specified level of effort or until the estimated cost of the work for such period shall have been expended.

**ARTICLE VI-ESTIMATED COST AND FIXED FEE**

The total estimated cost of this contract to the Government, exclusive of the fixed fee, is \$ 259,304. The fixed fee is \$ 20,780; the total estimated price is \$ 280,084.

**ARTICLE VII-BUDGET**

<u>CATEGORY</u>	<u>TOTAL CONTRACT</u>
1. U.S. Salaries	\$104,837
2. Consultants	2,000
3. Fringe benefits	(Note 1)
4. Overhead(see ARTICLE X)	104,837
5. Travel and transportation	23,780
6. Per diem	15,410
7. Other direct	1,900
8. Subcontracts	6,600
9. G&A	(Note 1)
TOTAL COSTS.....	\$259,304
10. Profit/fee .	20,780
TOTAL PRICE.....	\$280,084

Handwritten calculation:  
23,780  
15,410  
-----  
39,190

Note 1. G&A and Fringe benefits are included in the overhead pool.

Note 2. The Budget above sets limitations for reimbursement of dollar costs for individual line items. Without the prior written approval of the Contracting Officer, the Contractor may not exceed the Total Price ----- nor may the Contractor exceed the dollar costs for any individual line item by more than 15% of such line item. Notwithstanding the 15% variance allowance, item No. 10 may not be changed without a formal modification to the contract (i.e., it is excluded from any variance by the Contractor).

**ARTICLE VIII-COSTS REIMBURSABLE AND LOGISTIC SUPPORT TO CONTRACTOR**

**A. United States Dollar Cost**

The United States dollar costs allowable under the contract shall be limited to reasonable, allocable, and necessary costs determined in accordance with the Clause of the General Provisions of this Contract entitled "Allowable Cost, Fixed Fee, and Payment."

BEST AVAILABLE COPY

B. Logistic Support. The Contractor shall furnish all his own logistic support while performing work under this contract outside the continental United States. Such support may include: (1) rental of office space and equipment; temporary lodging, interpreter services; travel within the Cooperating Countries, including car rental if necessary; and services of local technicians, if necessary for data collection; however, if office space and adequate equipment are made available in the Cooperating Countries for use by the Contractor, he must use them in lieu of incurring additional costs.

**ARTICLE IX-PAYMENT OF FIXED FEE**

At the time of each payment to the Contractor on account of allowable dollar costs, the Contractor shall be paid a dollar amount which is in the same ratio to the total fixed fee as the related payment being made on account of allowable dollar costs is to the total estimated cost, as amended from time to time; provided however, that whenever in the opinion of the Contracting Officer such payment would result in a percentage of fee in excess of the percentage of work completion, further payment of fee may be suspended until the Contractor has made sufficient progress, in the opinion of the Contracting Officer, to justify further payment of fee up to the agreed ratio; provided further, that after payment of eight-five percent (85%) of the total fixed fee, the provisions of the General Provision of this contract entitled "Allowable Cost, Fixed Fee, and Payment," shall be followed.

**ARTICLE X-ESTABLISHMENT OF OVERHEAD RATE**

Pursuant to the provisions of the Clause of the General Provisions of this contract entitled "Negotiated Overhead Rates," a rate or rates shall be established for the period beginning 6/26/74 and

ending 12/31/74. Pending establishment of final overhead rates for the initial period, provisional

payments on account of allowable indirect costs shall be made on the basis of the following negotiated provisional rates applied to the base(s) which are set forth below:

		Direct U.S.	Fr: 6/26/74
On Site (Home Office)	<u>100%</u>	Salaries <u>1/</u>	To: 12/31/74
	(Rate)	(Base)	(Period)
Off Site (Overseas)	<u>100%</u>	Direct U.S. <u>1/</u>	Fr: 6/26/74
	(Rate)	Salaries	To: 12/31/74
		(Base)	(Period)

1. The base excludes all fringe benefits and clerical salaries since they are part of the overhead pool, along with G&A expenses.
2. The Contractor agrees to submit an indirect expense proposal to DCAA, Palo Alto, California for his fiscal year starting 1/1/75. The provisional rate approved by DCAA for 1975 shall be made part of this contract by amendment.

**ARTICLE XI-PERSONNEL COMPENSATION**

**A. Limitations**

Compensation of personnel which is charged as a direct cost under this contract, like other costs, will be reimbursable in accordance with the Schedule Article entitled "Costs Reimbursable and Logistic Support to Contractor," and the General Provision entitled "Allowable Cost, Fixed Fee, and Payment," and other applicable provisions of this contract but subject to the following additional specified understandings which set limits on items which otherwise would be reasonable, allocable, and allowable.

## **1. Approvals**

Salaries and wages may not exceed the Contractor's established policy and practice, including the Contractor's established pay scale for equivalent classifications of employees, which will be certified to by the Contractor, nor may any individual salary or wage, without approval of the Contracting Officer, exceed the employee's current salary or wage or the highest rate of annual salary or wage received during any full year of the immediately preceding three years, provided that if the work is to be performed by employees serving overseas for a period in excess of one year, the normal base salary may be increased in accordance with Contractor's established policy and practice, but not to exceed 10 percent of base U.S. salary excluding benefits. There is a ceiling on reimbursable salaries and wages paid to a person employed directly under the contract of the maximum salary rate of FSR-I (or the equivalent daily rate of the maximum FSR-I salary, if compensation is not on an annual basis), unless advance written approval is given by the Contracting Officer.

## **2. Salaries During Travel**

Salaries and wages paid while in travel status will not be reimbursed for a travel period greater than the time required for travel by the most direct and expeditious air-route.

## **3. Return of Overseas Employees**

Salaries and wages paid to an employee serving overseas who is discharged by the Contractor for misconduct or security reasons will in no event be reimbursed for a period which extends beyond the time required to return him promptly to his point of origin by the most expeditious air route plus accrued vacation leave.

## **4. Merit or Promotion Increase**

Merit or promotion increases may not exceed those provided by the Contractor's established policy and practice. With respect to employees performing work overseas under this contract, one merit or promotion increase of not more than 5% of the employee's base salary may, subject to the Contractor's established policy and practice, be granted after employee's completion of each twelve month period of satisfactory services under the contract. Merit or promotion increases exceeding these limitations or exceeding the maximum salary FSR-I may be granted only with the advance written approval of the Contracting Officer.

## **5. Consultants**

Consultant services for a maximum number of 22 days will be reimbursed in connection with the services to be provided hereunder. No compensation for consultants will be reimbursed unless their use under the contract has the advance written approval of the Contracting Officer; and if such provision has been made or approval given, compensation shall not exceed, without specific approval of the rate by the Contracting Officer, (1) the current compensation or the highest rate of annual compensation received by the consultant during any full year of the immediately preceding three years or (2) maximum daily salary rate of a Foreign Service Officer Class I whichever is less.

Note: The daily rate of a Foreign Service Office Class I is determined by dividing the annual salary by 260 days.

## **6. Third Country and Cooperating Country Nationals**

No compensation for third country or Cooperating Country nationals will be reimbursed unless their use under the contract is authorized in the Schedule or has the prior written approval of the Contracting Officer. Salaries and wages paid to such persons may not, without specific written approval of the Contracting Officer, exceed either the Contractor's established policy and practice; or the level of salaries paid to equivalent personnel by the A.I.D. Mission in the Cooperating Country; or the prevailing rates in the Cooperating Country, as determined by A.I.D., paid to personnel of equivalent technical competence.

## 7. Work Week -

a. *Nonoverseas Employee.* The work week for the Contractor's nonoverseas employees shall not be less than the established practice of the Contractor.

b. *Overseas Employee.* The work week for the Contractor's overseas employees shall not be less than 40 hours and shall be scheduled to coincide with the work week for those employees of the A.I.D. Mission and the Cooperating Country associated with the work of this contract.

## B. Definitions

As used herein, the terms "Salaries," "Wages," and "Compensation" mean the periodic remuneration received for professional or technical services rendered exclusive of overseas differential or other allowances associated with overseas service, unless otherwise stated. The term "compensation" includes payments for personal services (including fees and honoraria). It excludes earnings from sources other than the individual's professional or technical work, overhead or other charges.

## ARTICLE XII—ALTERATIONS IN CONTRACT

The following alterations have been made in the provisions of this contract.

- A. With respect to ARTICLE XI, paragraph A.1., the term "in excess of one year" shall mean continuous service outside the United States. Intermittent service shall not be accumulated for the purpose of providing an overseas incentive.
- B. With respect to ARTICLE XI, paragraph A.6., paragraph B. of ARTICLE VIII shall constitute authorization.
- C. Notwithstanding General provision No. 17, the Contractor shall provide written notice to the Contracting Officer before purchasing equipment valued at more than \$1,000 per item.

## ARTICLE XIII - REPORTS

- A. In addition to the reports required by General Provision 16, the Contractor shall submit the following reports:
  1. A proposed screening procedure for the selection of case studies; this procedure is to be submitted within two months after the start of the contract.
  2. After the selection of the first case study and the application of the "methodology" to same, the Contractor shall prepare a Phase I report. The report should state any proposed changes to the "methodology", based on the case study experience, and set forth a plan of work on how the Contractor proposes to finish the remaining case studies and chapters. The Phase I report should be submitted within four months after the start of the contract.
- B. Chapter drafts.
  1. The Contractor shall submit five copies of the draft of each chapter to the Government for review as they are developed. ~~The Government will review the draft and indicate any changes required to the Contractor within four weeks of its receipt.~~

2. On receipt of the Government's requested changes, the Contractor will then prepare the "final" camera-ready copy, and submit same to the Government within five weeks.
- C. Final Report. A draft of the final manual will be prepared in the form of a report from the Contractor to the Government. After Government approval, including any changes, it will be prepared in "final" camera-ready copy and submitted to the Government for issuance as an AID publication with appropriate credit as to authors/Contractor; however, individual chapters may be issued as they are finalized.

#### ARTICLE XV - SPECIAL PROVISIONS

A. The following U.S. Government personnel will act as the Contracting Officer's technical representatives subject to the provisions of ARTICLE II of the SCHEDULE:

Dr. Irwin Hornstein  
Mr. Robert Weil

B. The Contractor will not be permitted access to Classified Material for the performance of this contract.

C. Dependents will not be permitted to accompany contract personnel who will be traveling and working abroad.

D. The following documents form part of this contract and are incorporated by reference:

1. Request for Proposals No. TA-40029, dated May 15, 1974.
2. The Contractor's proposal, dated June 4, 1974.
3. The Contractor's amended proposal, dated June 24, 1974.
4. The "Methodology For Production of a Manual on Alternative Interventions to Improve the Nutritional Status of the Pre-School Child", dated May 15, 1974.

(NOTE: To the extent there is a conflict between the Schedule and D.2 and D.3 above, the Schedule shall prevail.)

BEST AVAILABLE COPY

**COST REIMBURSEMENT CONTRACT WITH AN EDUCATIONAL INSTITUTION**

PD-AAC-928

9310938-12

**AGENCY FOR INTERNATIONAL DEVELOPMENT NEGOTIATED CONTRACT NO. AID/TA-G-1311**

NEGOTIATED PURSUANT TO THE FOREIGN ASSISTANCE ACT OF 1961, AS AMENDED, AND EXECUTIVE ORDER 11224	TOTAL ESTIMATED CONTRACT COST \$219,341 <span style="float:right">ph</span>
CONTRACT FOR: Guidelines - Pre-School Intervention	CONTRACTOR (Name and Address) <span style="float:right">"0707"</span> President and Fellows of Harvard College <span style="float:right">(16p)</span>
PROJECT NO:	NAME
ISSUING OFFICE (Name and Address) Agency for International Development Office of Contract Management Central Operations Division Washington, D.C. 20523	1350 Massachusetts Avenue STREET ADDRESS Cambridge, Massachusetts 02138 CITY, STATE, AND ZIP CODE
ADMINISTRATION BY Issuing Office	COGNIZANT SCIENTIFIC/TECHNICAL OFFICE TA/N
MAIL VOUCHERS (Original and 3 copies) TO: Office of the Controller Agency for International Development Washington, D.C. 20523	ACCOUNTING AND APPROPRIATION DATA PROJECT NO. 931-11-560-838-73-3168006 APPROPRIATION NO. 72-11X1023 ALLOTMENT NO. 402-31-099-00-20-61
EFFECTIVE DATE June 14, 1976	ESTIMATED COMPLETION DATE September 13, 1978

The United States of America, hereinafter called the Government, represented by the Contracting Officer executing this Contract, and the Contractor, an educational institution chartered by the State of Massachusetts with its principal office in Cambridge, Massachusetts, agree that the Contractor shall perform all the services set forth in the attached Schedule, for the consideration stated therein. The rights and obligations of the parties to this contract shall be subject to and governed by the Schedule and the General Provisions. To the extent of any inconsistency between the Schedule and the General Provisions and any specifications or other provisions which are made a part of this contract, by reference or otherwise, the Schedule or the General Provisions shall control. To the extent of any inconsistency between the Schedule and the General Provisions, the Schedule shall control.

**CERTIFIED A TRUE COPY THIS**  
15th DAY OF June 1976  
 BY R.C. Mulendata

This Contract consists of this Cover Page, the Table of Contents, and the Schedule consisting of 17 pages, the General Provisions (Form AID 1420-23C), dated 7-1-75, and Attachments A, B, C and D.

NAME OF CONTRACTOR <u>M. C. Barstow</u> PRESIDENT AND FELLOWS OF HARVARD COLLEGE	UNITED STATES OF AMERICA AGENCY FOR INTERNATIONAL DEVELOPMENT
BY (Signature of authorized individual)	BY (Signature of Contracting Officer)
TYPED OR PRINTED NAME	TYPED OR PRINTED NAME /S/ Morton Darvin
TITLE M. C. BARSTOW JR., DIRECTOR OFFICE FOR RESEARCH CONTRACTS	CONTRACTING OFFICER
DATE MAY 27 1976	DATE MAY 28 1976

## **SCHEDULE**

### **Cost Reimbursement Contract With An Educational Institution**

#### **TABLE OF CONTENTS**

##### **SCHEDULE**

The Schedule, on pages 1 through 15, consists of this Table of Contents and the following Articles:

<b>ARTICLE I</b>	<b>STATEMENT OF WORK</b>
<b>ARTICLE II</b>	<b>TECHNICAL DIRECTIONS</b>
<b>ARTICLE III</b>	<b>KEY PERSONNEL</b>
<b>ARTICLE IV</b>	<b>PERIOD OF CONTRACT</b>
<b>ARTICLE V</b>	<b>ESTIMATED COST</b>
<b>ARTICLE VI</b>	<b>BUDGET</b>
<b>ARTICLE VII</b>	<b>COSTS REIMBURSEABLE</b>
<b>ARTICLE VIII</b>	<b>ESTABLISHMENT OF OVERHEAD RATES</b>
<b>ARTICLE IX</b>	<b>PERSONNEL COMPENSATION</b>
<b>ARTICLE X</b>	<b>ALTERATIONS</b>

##### **GENERAL PROVISIONS**

The General Provisions applicable to this contract consist of form AID 1420-23C entitled "General Provisions - Cost Reimbursement Contract With An Educational Institution", dated 7-1-75 which includes provisions 1 through 38; and form AID 1420-23D entitled "Additional General Provisions - Cost Reimbursement Contract With An Educational Institution", dated 7-1-75, which includes provisions 1 through 18.

## **Schedule**

### **ARTICLE I - STATEMENT OF WORK**

For a period as hereinafter set forth in the Schedule, the Contractor shall make available and employ its personnel and facility and shall exert its best efforts to perform the work as set forth below.

#### **A. Objective**

The objective of this activity is to provide, utilizing the attached methodology, background and guidance for LDC governments on selection and implementation of pre-school nutrition programs, and for AID and other donors which provide assistance for program development.

B. A manual will be produced which provides the user with ready access to information on what six alternative interventions will do, their approximate cost, conditions necessary for their implementation and other relevant considerations, and, in each case, an illustration of the general approach in the form of a practical, effective application. For each intervention described, a chapter will be produced. Interventions selected as chapter subjects are: 1. Supplementary Feeding, 2. Nutrition Education, 3. Fortification, 4. Use of Commercial Foods, 5. Agricultural and 6. Combined Programs (e.g. feeding and education.). It is intended that these chapters, or elements of them, will be issued separately, as produced, in order to provide an immediate flow of information to nutrition decision-makers.

Each chapter will consist of two sections:

1. A general section describing such elements as:

- a. How the intervention works
- b. Advantages and disadvantages
- c. Conditions under which appropriate to use
- d. Special consideration such as, for example, amount of

administrative manpower required, multiplier effects on other development goals, time period for implementation.

e. Analysis of consequences, both positive and negative

f. Breakdown and analysis of costs

g. Bibliography and references for the user interested in obtaining more data on programs or evaluations, utilizing or referred to in preparing the chapter.

2. Following the general section of each chapter will be a case study section. This will seek to provide, as an illustrative example, a practical effective application of the general intervention described. (In some cases more than one case example may be used, or elements of several programs may be drawn on). In the case study, presentation of data on cost and effectiveness will emphasize the particular environmental context in which the data was obtained, whereas in the general section the emphasis will be on extrapolation to more general costs and effectiveness. Each case study will include the following information:

- a. Description (as necessary to supplement description in general section)
- b. Cost
- c. Effectiveness (and other consequences)
- d. Selective program detail to assist end-user interested in establishing similar program or making adaptation.

In addition to chapters on particular interventions, there will be an introduction and an overall chapter which will review steps for determining needs and choosing the type of program suitable to local conditions and resources and will provide a summary comparison/discussion of the relative advantages - disadvantages, costs and effectiveness of the interventions treated in the individual chapters.

#### IMPLEMENTATION PLAN

The activity will consist of three phases described below: (times illustrative for guidance only):

Phase I (4 months): In this phase a methodology for undertaking the activity, (see Methodology below) will be applied to the production of one case study and one general section. Upon completion of the initial case study and general section, the methodology will be refined using the experience gained. In addition, a survey procedure will be developed and put into effect to identify the best available examples for the remaining case studies and to help gather information for the other general sections.

A joint review by AID and the contractor will be conducted at the end of phase I. Based on this review, the scope and timing of the remaining

two phases will be finalized as mutually agreed.

**Phase II (18 months):** Upon completion of Phase I, and acceptance and approval by AID of the Phase I report (including refined methodology), a series of chapters will be undertaken. Each chapter will be addressed to a particular intervention. It will include both a general section, describing and discussing the intervention, and at least one case study analysis of a particular application of that intervention. (In some cases a chapter may have two case study illustrations of different types of program under a single intervention category).

**Phase III (4 months):** A loose leaf compilation of the chapters will be prepared. This will include a summary chapter discussing relative effectiveness, costs and other key factors of the interventions. In addition, the final compilation will also have a brief review of steps for determining needs and choosing the type of program suitable to local conditions and resources.

**Phase IV (2 months):** The loose leaf compilation of chapters will be reviewed by AID and returned to the contractor for revisions, if any. The revised compilation will be due within 60 days after completion of Phase III.

**Methodology:** As mentioned above, a "Methodology for Production of a Manual on Alternative Interventions to Improve the Nutritional Status of Pre-School Children" is attached as Attachment A to the Statement of Work.

**Consulting Services**

During the course of the contract and upon specific request by the Office of Nutrition, the contractor will make key personnel under the contract

available for up to 60 man-days of consulting services to assist USAIDs, Voluntary Agencies or LDC governments in designing or implementing interventions of the type described in the manual. This includes an estimated 6 trips to destinations to be chosen at a later time, most likely to Central Africa or Western Latin America.

Reports:

Within 2 weeks after the contract signing, the contractor will submit to AID/TA/N a detailed work plan for Phase I of the project.

Four copies of each draft chapter will be submitted for AID review, as it is produced. After review and acceptance or revision by the contractor, it is anticipated that AID will print the chapter, or portions of it, for preliminary distribution.

A Phase I report will be submitted by the contractor along with the first chapter draft. This report will provide recommendations, and rationale for, any changes in the methodology proposed by the contractor. It will also include a detailed work plan for Phases II and III.

Brief progress reports should be submitted to TA/N every two months during the contract period noting progress against the implementation plan.

Five copies of the complete manual will be prepared in the form of a draft report from the contractor to AID. After acceptance by AID and any necessary revision by the Contractor, it will be issued as an AID publication with appropriate credit to the authors/contractor.

300 copies of the final manual will be printed and delivered by the Contractor.

If, upon request of TA/N, contractor personnel provide consulting services as described before, a brief trip report will be submitted to TA/N within 30 days of the assignment completion. The report will describe assistance provided and to whom, and any special problems encountered and any recommendations for follow-up assistance.

#### ARTICLE II - TECHNICAL DIRECTIONS

Performance of the work hereunder shall be subject to the technical directions of the cognizant A.I.D. Scientific/Technical Office indicated on the Cover Page. As used herein, "Technical Directions" are directions to the Contractor which fill in details, suggest possible lines of inquiry, or, otherwise complete the general scope of the work. "Technical Directions" must be within the terms of this contract and shall not change or modify them in any way.

#### ARTICLE III - KEY PERSONNEL

A. The key personnel which the Contractor shall furnish for the performance of this contract are as follows:

##### Key Personnel

J. Wray

L. Hall

D. Snodgrass

J. Austin, Principal Investigator

B. The personnel specified above are considered to be essential to the work being performed hereunder. Prior to diverting any of the specified individuals to other programs, the Contractor shall notify the Contracting Officer reasonably in advance and shall submit justification (including

proposed substitutions) in sufficient detail to permit evaluation of the impact on the program. No diversion shall be made by the Contractor without the written consent of the Contracting Officer; provided, that the Contracting Officer may ratify in writing such diversion and such ratification shall constitute the consent of the Contracting Officer required by this clause. The listing of key personnel may, with the consent of the contracting parties, be amended from time to time during the course of the contract to either add or delete personnel, as appropriate.

ARTICLE IV - PERIOD OF CONTRACT

The effective date of this contract is June 14, 1976 and the estimated completion date is September 13, 1978.

ARTICLE V - ESTIMATED COST

The total estimated cost of this contract to the Government is \$219,341.

ARTICLE VI - BUDGET

Without prior written approval of the Contracting Officer, the Contractor may not exceed the grand total set forth in the budget. The Contractor may adjust the line item amounts as is reasonably necessary for the performance of work.

BUDGET

<u>Category</u>	<u>Budget Amount</u>
Salaries and Wages	\$ 71,135
Fringe	10,182
Consultant Fees	45,790
Allowances & Per Diem	15,600
Travel and Transportation	31,475
Other Direct Costs	2,300
Overhead	34,244
Equipment and Materials	1,000
Subcontract	<u>7,615</u>
Grand Total	\$219,341

ARTICLE VII - COSTS REIMBURSABLE AND LOGISTIC SUPPORT TO CONTRACTOR

A. United States Dollar Cost

The United States dollar costs allowable under the contract shall be limited to reasonable, allocable, and necessary costs determined in accordance with the Clause of the General Provisions of this Contract entitled "Allowable Cost, Fixed Fee, and Payment."

B. No logistic support will be provided.

ARTICLE VIII - ESTABLISHMENT OF OVERHEAD RATE

Pursuant to the provisions of the Clause of the General Provisions of this contract entitled "Negotiated Overhead Rates," a rate or rates shall be established for the Contractor's fiscal year periods beginning June 14, 1976, and ending September 13, 1978. Pending establishment of final overhead rates for each period, provisional payments on account of allowable indirect costs shall be made on the basis of the negotiated rates for the previous period applied to the base(s) which are set forth below:

On Site (Home Office)	$\frac{18.5\%}{\text{(Rate)}}$	$\frac{\text{Total Direct Costs}}{\text{(Base)}}$	$\frac{6-14-76}{\text{(Initial Period)}} / \frac{6-30-76}{\text{(Initial Period)}}$
-----------------------	--------------------------------	---	---

ARTICLE IX - PERSONNEL COMPENSATION

A. Limitations

Compensation of personnel which is charged as a direct cost under this contract, like other costs, will be reimbursable in accordance with the Schedule Article entitled "Costs Reimbursable and Logistic Support to Contractor," and the General Provision entitled "Allowable Cost, Fixed Fee, and Payment," and other applicable provisions of this contract but subject to the following additional specified understandings which set limits on items which otherwise would be reasonable, allocable, and allowable.

**1. Approvals**

There is a ceiling on reimbursable salaries and wages paid to a person employed directly under the contract of the maximum salary rate of FSR-1 salary, if compensation is not on an annual basis, unless advance written approval is given by the Contracting Officer.

**2. Salaries During Travel**

Salaries and wages paid while in travel status will not be reimbursed for a travel period greater than the time required for travel by the most direct and expeditious air route.

**3. Return of Overseas Employees**

Salaries and wages paid to an employee serving overseas who is discharged by the Contractor for misconduct or security reasons will in no event be reimbursed for a period which extends beyond the time required to return him promptly to his point of origin by the most expeditious air route plus accrued vacation leave.

**4. Consultants**

Consultant services for a maximum number of 60 days will be reimbursed in connection with the services to be provided hereunder. No compensation for consultants will be reimbursed unless their use under the contract has the advance written approval of the Contracting Officer; and if such provision has been made or approval given, compensation shall not exceed, without specific approval of the rate by the Contracting Officer, (1) the current compensation or the highest rate of annual compensation received

by the consultant during any full year of the immediately preceding three years or (2) maximum daily salary rate of a Foreign Service Officer Class 1 whichever is less.

Note: The daily rate of a Foreign Service Office Class 1 is determined by dividing the annual salary by 260 days.

5. Third Country and Cooperating Country Nationals

No compensation for third country or Cooperating Country nationals will be reimbursed unless their use under the contract is authorized in the Schedule or has the prior written approval of the Contracting Officer. Salaries and wages paid to such persons may not, without specific written approval of the Contracting Officer, exceed either the Contractor's established policy and practice; or the level of salaries paid to equivalent personnel by the A.I.D. Mission in the Cooperating Country; or the prevailing rates in the Cooperating Country, as determined by A.I.D., paid to personnel of equivalent technical competence.

a. Nonoverseas Employee. The work week for the Contractor's nonoverseas employees shall not be less than the established practice of the Contractor.

b. Overseas Employee. The work week for the Contractor's overseas employees shall not be less than 40 hours and shall be scheduled to coincide with the work week for these employees of the A.I.D. Mission and the Cooperating Country associated with the work of this contract.

## **B. Definitions**

As used herein, the terms "Salaries," "Wages," and "Compensation" mean the periodic remuneration received for professional or technical services rendered exclusive of overseas differential or other allowances associated with overseas service, unless otherwise stated. The term "compensation" includes payments for personal services (including fees and honoraria). It excludes earnings from sources other than the individual's professional or technical work, overhead or other charges.

## **ARTICLE X - ALTERATIONS IN CONTRACT**

The following alterations have been made in the provisions of this contract.

A. General Provision No. 9, "Limitation of Funds" delete in its entirety and in lieu thereof substitute the following:

### **"Limitation of Cost"**

(a) It is estimated that the total cost to the Government, for the performance of this contract will not exceed the estimated cost set forth in the Schedule, and the Contractor agrees to use his best efforts to perform the work specified in the Schedule, and all obligations under this contract within such estimated cost. If at any time the Contractor has reason to believe that the cost which he expects to incur in the performance of this contract in the next succeeding sixty (60) days, when added to all costs previously incurred, will exceed seventy-five (75%) percent of the estimated

cost then set forth in the Schedule or if at any time, the Contractor has reason to believe that the total cost to the Government, for the performance of this contract will be substantially greater or less than the then estimated cost thereof, the Contractor shall notify the Contracting Officer in writing to that effect, giving the revised estimate of such total cost for the performance of this contract.

(b) The Government shall not be obligated to reimburse the Contractor for costs incurred in excess of the estimated cost set forth in the Schedule, and the Contractor shall not be obligated to continue performance under the contract or to incur costs in excess of the estimated cost set forth in the Schedule, unless and until the Contracting Officer shall have notified the Contractor in writing that such estimated cost has been increased and shall have specified in such notice a revised estimated cost which shall thereupon constitute the estimated cost of performance of this contract. When and to the extent that the estimated cost set forth in the Schedule has been increased, any costs incurred by the Contractor in excess of such estimated cost prior to the increase in estimated cost shall be allowable to the same extent as if such costs had been incurred after such increase in estimated cost.

B. Add new General Provision No. 39, entitled "Cost Accounting Standards attached hereto as Attachment B.

C. Add new General Provision No. 40, entitled "Clean Air and Water", attached hereto as Attachment C.

D. Add new General Provision No. 41, entitled "Patent Rights - Retention By the Contractor," attached hereto as Attachment D.

E. In accordance with paragraph (a) of Additional General Provision No. 3, entitled "Personnel," whereunder the Contractor may not send individuals outside of the United States to perform work under the contract without the prior written approval of the Contracting Officer, the Contracting Officer does, hereby, provide said approval for those individuals required to travel outside the United States; provided however, that concurrence with the assignment and/or travel of any and all said individuals outside the United States is obtained, in writing, from the Cognizant Technical Office of A.I.D. prior to their assignment and/or travel abroad.

After approval of the proposed international travel, the Contractor shall provide the cognizant USAID mission advance notification, with a copy to the Contracting Officer, of the arrival date and flight identifications of AID financed travellers.

This approval by the Contracting Officer, shall not apply to any other clause or provision of this Contract which specifically requires Contracting Officer approval.

**F. Additional General Provision No. 4 - "Personnel Compensation" - delete in its entirety and in lieu thereof substitute the following:**

**"Personnel Compensation (January 1976)**

**(a) Overseas recruitment incentive.**

**(1) Contractor employees serving overseas under this contract who do not qualify, request, and receive an exemption for overseas income provided under Section 911 of the U.S. Internal Revenue Code (26 U.S.C. 911) are eligible to receive an overseas recruitment incentive, provided that the average incentive for all such employees does not exceed 10 percent of the initial base annual salary of all employees eligible for the incentive under this contract.**

**(2) The overseas recruitment incentive is payable under one of the following alternative methods:**

**(i) As a lump-sum amount after the eligible employee has completed his tour of duty in the Cooperating Country under this contract, and has furnished to the Contractor a Certification that he does not qualify, and will not apply for an exemption from overseas income as provided by 26 U.S.C. 911 (Contractor shall retain such Certifications for post-audit); or**

**(ii) At the option of the Contractor, the overseas recruitment incentive may be paid in increments during an employee's tour of duty; provided however; that payments made by the Contractor to employees who become eligible for an exemption from overseas income as provided by 26 U.S.C. 911, which payments were reimbursed by AID under this contract, shall be refunded to AID; and provided further, that neither the Contractor's**

AID 1340-1X (7-71)	DEPARTMENT OF STATE AGENCY FOR INTERNATIONAL DEVELOPMENT	1. Cooperating Country Worldwide <i>THE 16.5006</i>	Page 1 of 8 Pages
		2. PIO/T No. 931-11-560-838-73	3. <input checked="" type="checkbox"/> Original or Amendment No. <u>8p</u>
PIO/T	PROJECT IMPLEMENTATION ORDER/TECHNICAL SERVICES	4. Project/Activity No. and Title 931-11-560-838 Guidelines - Pre-School Interventions	

DISTRIBUTION	5. Appropriation Symbol 72-11x1023		6.A. Allotment Symbol and Charge 402-31-099-00-20-61		6.B. Funds Allotted to: <input checked="" type="checkbox"/> A.I.D./W <input type="checkbox"/> Mission	
	7. Obligation Status <input checked="" type="checkbox"/> Administrative Reservation <input type="checkbox"/> Implementing Document				8. Funding Period (Mo., Day, Yr.) From <u>11/15/75</u> <u>11/30/77</u>	
	9.A. Services to Start (Mo., Day, Yr.) Between <u>12/15/75</u> and <u>1/15/76</u>				9.B. Completion date of Services (Mo., Day, Yr.) <u>11/30/77</u>	
	10.A. Type of Action <input checked="" type="checkbox"/> A.I.D. Contract <input type="checkbox"/> Cooperating Country Contract <input type="checkbox"/> Participating Agency Service Agreement <input type="checkbox"/> Other					
	10.B. Authorized Agent AID/W					
Estimated Financing		(1)	(2)	(3)	(4)	
\$1.00=		Previous Total	Increase	Decrease	Total to Date	
11. Maximum A.I.D. Financing	A. Dollars		253,000		253,000	
	B. U.S.-Owned Local Currency				FUNDS RESERVED BY	
12. Cooperating Country Contributions	A. Counterpart				<i>OK</i> <u>11/13/75</u>	
	B. Other				POSTED SERIALIZED	

13. Mission References  PIO/T 931-11-560-838-73-3148019	14. Instructions to Authorized Agent  The purpose of this PIO/T is to fund a contract for development of a manual on alternative approaches to improve the nutrition of pre-school children, as described in Block 19. This activity was previously funded under PIO/T 931-11-560-838-73-3148019 contract No. AID/ta-C-1129. The contract was terminated for the convenience of the government in May, 1975 and a new contractor must be selected to complete the activity.
--	---

15. Clearances - Show Office Symbol, Signature and Date for all Necessary Clearances.

A. The specifications in the scope of work are technically adequate  TA/N: J. Royer <i>JR</i> <u>8/29/75</u>	B. Funds for the services requested are available  TA/PPU: <i>Mary Wozynski</i> <u>11/10/75</u>
C. The scope of work lies within the purview of the initiating and approved Agency Programs  TA/N: J. Greene <i>JG</i> <u>4 Sept 75</u>	D.  TA/PPU <i>E. McLeod</i> <u>11/10/75</u>
E. TA/N: A. Pound <i>AP</i> <u>9/14/75</u> TA/N: M. Forman <i>MF</i> <u>9/16/75</u>	F.

16. For the cooperating country: The terms and conditions set forth herein are hereby agreed to  Signature and date:  Title:	17. For the Agency for International Development  <i>John Gunn</i> Signature: John Gunn Title: Chief, Program Division TA/PPU	18. Date of Signature  <u>11/12/75</u>
--	---	--

AID 1350-1X (B-70)	Cooperating Country <b>Worldwide</b>	PIO/T No. <b>931-11-560-838</b>	Page 2 of 8 Pages
PIO/T	Project Activity No. and Title <b>931-11-560-838</b> <b>Guidelines - Pre-School Interventions</b>		

**SCOPE OF WORK**

**19. Scope of Technical Services**

**A. Objective for which the Technical Services are to be Used**

The objective of this activity is to provide background and guidance for LDC governments on selection and implementation of pre-school nutrition programs, and for AID and other donors which provide assistance for program development.

A manual will be produced which provides the user with ready access to information on what six alternative interventions will do, their approximate cost, conditions necessary for their implementation and other relevant considerations, and, in each case, an illustration of the general approach in the form of a practical, effective application.

For each intervention described a chapter will be produced. Interventions selected as chapter subjects are: 1. Supplementary Feeding, 2. Nutrition Education, 3. Fortification, 4. Use of Commercial Foods, 5. Agricultural and 6. Combined Programs (e.g. feeding and education). It is intended that these chapters, or elements of them, will be issued separately, as produced, in order to provide an immediate flow of information to nutrition decision-makers. (Cont'd 6, 7, and 8)

**C. Technicians**

(1) (a) Number	(b) Specialized Field	(c) Grade and/or Salary	(d) Duration of Assignment (Man-Months)
1	Nutrition or Nutrition Planning*	\$25,000 per annum	25
1	Economics*	20,000 per annum	25
1	Research Assistant/Nutrition	10,000 per annum	3

\* Experience in an LDC environment will be required for at least one of these technicians.

**(2) Duty Post and Duration of Technicians' Service-**

U.S.

**(3) Language requirements**

See page 5

**(4) Access to Classified Information**

Not required

**(3) Dependents**     Will     Will Not     Be Permitted to Accompany Technician

**D. Financing of Technical Services**

**(1) By AID - \$ 253,000**

**(2) By Cooperating Country -**

AID 1260-1X (8-70)	Cooperating Country <b>Worldwide</b>	PIO/T No. <b>931-11-560-838</b>	Page 3 of 8 Pages
PIO/T	Project/Activity No. and Title <b>931-11-560-838 Guidelines - Pre-School Interventions</b>		

20. Equipment and Supplies (Related to the services described in Block 19 and to be procured outside the Cooperating Country by the supplier of those services)

	<u>(3) Estimated Cost</u>	<u>(4) Special Instructions</u>
A. <u>(1) Quantity</u> <u>(2) Description</u>		

N. A.

B. Financing of Equipment and Supplies  
(1) By AID - \$

(2) By Cooperating Country -

21. Special Provisions

- A. This PIO/T is subject to AID (contracting) (PASA implementation) regulations.
- B. Except as specifically authorized by AID, or when local hire is authorized under the terms of a contract with a U.S. Supplier, services authorized under this PIO/T must be obtained from U.S. sources.
- C. Except as specifically authorized by AID/W, the purchase of commodities authorized under this PIO/T will be limited to the U.S. under Geographic Code 000.
- D. Other (specify):

All foreign travel to be performed under this contract must be cleared in advance by AID. While in an LDC, contractor personnel will ~~make~~<sup>make</sup> themselves available for an initial briefing by the AID Mission and will keep the Mission informed of their activities if the Mission Director so desires.

AID 1363-ix 19-701 PIO/T	Cooperating Country <b>Worldwide</b>	PIO T No. <b>931-11-560-838</b>	Page 4 of 8 Pages
Project Activity No. and Title <b>931-11-560-838 Guidelines - Pre-School Interventions</b>			

**22. Reports by Contractor or Participating Agency (Indicate type, content and format of reports required, including language to be used if other than English, frequency or timing of reports, and any special requirements)**

Within 2 weeks after the contract signing, the contractor will submit to AID a detailed work plan for Phase I of the project.

Four copies of each draft chapter will be submitted for AID review, as it is produced. After review and approval or revision, it is anticipated that AID will print the chapter, or portions of it, for preliminary distribution.

A Phase I report will be submitted by the contractor along with the first chapter draft. This report will provide detailed recommendations, and rationale for, any changes in the methodology proposed by the contractor. It will also include a detailed work plan for Phases II and III.

Brief progress reports should be submitted every two months during the contract period noting progress against the implementation plan.

Five copies of the complete manual will be prepared in the form of a draft report from the contractor to AID. After approval by AID, it will be issued as an AID publication with appropriate credit to the authors/contractor. 300 copies of the final manual will be printed under the contract.

**23. Background Information (Additional information useful to Authorized Agent and Prospective Contractors or Participating Agency, if necessary cross reference Block 19.C(4) above.)**

The Office of Nutrition will supply a "Methodology for Production of a Manual on Alternative Interventions to Improve the Nutritional Status of Pre-School Children" which should be furnished to each prospective bidder along with the RFP.

**24. Relationship of Contractor or Participating Agency to Cooperating Country and to AID**

**A. Relationships and Responsibilities**

**None**

**B. Cooperating Country Liaison Official**

**None**

**C. AID Liaison Officials**

**TA/N - Jack Royer**

AID 1950-1X (8-70)	Cooperating Country <b>Worldwide</b>	PIO/T No. <b>931-11-560-838</b>	Page <b>5</b> of <b>8</b> Pages
<b>PIO/T</b>	Project Activity No. and Title <b>931-11-560-838</b> <b>Guidelines - Pre-School Interventions</b>		

**LOGISTIC SUPPORT**

25. Provisions for Logistic Support  A. Specific Items (Insert "X" in applicable column at right. If entry needs qualification, insert asterisk and explain below in C. "Comments")	In Kind Supplied By		From Local Currency Supplied By	
	AID	Cooperating Country	AID	Cooperating Country
(1) Office Space		x /1		
(2) Office Equipment		x /1		
(3) Housing and Utilities				
(4) Furniture				
(5) Household Equipment (Stoves, Refrig., etc.)				
(6) Transportation in Cooperating Country				
(7) Interpreter Services <u>2</u> /				
Other: (Specify)				
(8)				
(9)				
(10)				
(11)				
(12)				
(13)				
(14)				
(15)				

**B. Additional Facilities Available From Other Sources**

**C. Comments**

/1 It is expected that in the studies of field programs use will be made on a limited basis, of such program's office facilities.

/ 2 To be supplied by contractor.

AD-1000-12 (7-64)  
CONTINUATION  
SHEET

FORM SYMBOL

DEPARTMENT OF STATE  
AGENCY FOR  
INTERNATIONAL DEVELOPMENT

TITLE OF FORM

Issuance

PAGE 6 OF 8 PAGES

1. Cooperating Country  
Worldwide

2.a. Code No.

2.b. Effective Date

2.c. Amendment  
 Original OR No: \_\_\_\_\_

3. Project/Activity No. and Title

931-11-560-838

Guidelines - Pre-School Interventions

Indicate block  
numbers.

Use this form to complete the information required in any block of a PIO or PA/PR form.

19B

Each chapter will consist of two sections:

1. A general section describing such elements as:
  - a. How the intervention works
  - b. Advantages and disadvantages
  - c. Conditions under which appropriate to use
  - d. Special consideration such as, for example, amount of administrative manpower required, multiplier effects on other development goals, time period for implementation
  - e. Analysis of consequences, both positive and negative
  - f. Breakdown and analysis of costs
  - g. Bibliography and references for the user interested in obtaining more data on programs or evaluations, utilized or referred to in preparing the chapter.
2. Following the general section of each chapter will be a case study section. This will seek to provide, as an illustrative example, a practical effective application of the general intervention described. (In some cases more than one case example may be used, or elements of several programs may be drawn on). In the case study, presentation of data on cost and effectiveness will emphasize the particular environmental context in which the data was obtained, whereas in the general section the emphasis will be on extrapolation to more general costs and effectiveness. Each case study will include the following information:
  - a. Description (as necessary to supplement description in general section)
  - b. Cost
  - c. Effectiveness (and other consequences)
  - d. Selective program detail to assist end-user interested in establishing similar program or making adaptation.

CONTINUATION SHEET  FORM SYMBOL	DEPARTMENT OF STATE AGENCY FOR INTERNATIONAL DEVELOPMENT  TITLE OF FORM	<input type="checkbox"/> Issuance	PAGE 7 OF 8 PAGES
		1. Cooperating County Worldwide	2.a. Code No.
		2.b. Effective Date	2.c. <input type="checkbox"/> Original OR Amendment No.
		3. Project/Activity No. and Title 931-11-560-838 Guidelines - Pre-School Interventions	

Indicate block numbers. Use this form to complete the information required in any block of a PIO or PA/PR form.

19. B.

In addition to chapters on particular interventions, there will be an introduction and an overall chapter which will review steps for determining needs and choosing the type of program suitable to local conditions and resources and will provide a summary comparison/discussion of the relative advantages - disadvantages, costs and effectiveness of the interventions treated in the individual chapters.

IMPLEMENTATION PLAN

The activity will consist of three phases described below: (times illustrative for guidance only):

Phase I (3 months): In this phase a methodology for undertaking the activity, which has been previously produced under a separate short-term contract, will be applied to the production of one case study and one general section. Upon completion of the initial case study and general section, the methodology will be refined using the experience gained. In addition, a survey procedure will be developed and put into effect to identify the best available examples for the remaining case studies and to help gather information for the other general sections. A review, to be conducted at the end of Phase I, will confirm or revise, as necessary, based on the experience of \*

Phase II (18 months): Upon completion of Phase I, including acceptance and approval of the refined methodology, a series of chapters will be undertaken. Each chapter will be addressed to a particular intervention. It will include both a general section, describing and discussing the intervention, and at least one case study analysis of a particular application of that intervention. (In some cases a chapter may have two case study illustrations of different types of program under a single intervention category).

Phase III (4 months): A loose leaf compilation of the chapters will be prepared. This will include a summary chapter discussing relative effectiveness, costs and other key factors of the interventions. In addition, the final compilation will also have a brief review of steps for determining needs and choosing the type of program suitable to local conditions and resources. This will be reviewed by AID and modifications made, if necessary, by the contractor within thirty days after the completion of this Phase.

Continuation of Phase I

\*Phase I, the scope & timing of the remaining two phases.

CONTINUATION SHEET

FORM SYMBOL

DEPARTMENT STATE  
AGENCY FOR  
INTERNATIONAL DEVELOPMENT

TITLE OF FORM

Issuance

PAGE 8 OF 8 PAGES

1. Cooperating County  
Worldwide

2.a. Code No.

2.b. Effective Date

2.c.  Original OR Amendment No. \_\_\_\_\_

3. Project/Activity No. and Title

931-11-560-838  
Guidelines - Pre-School Interventions

Indicate block numbers.

Use this form to complete the information required in any block of a PIO or PA/PR form.

19. B.

ILLUSTRATIVE BUDGET (25 Months)

Nutrition-PhD. or MD (at \$25,000 annual salary plus 20% employee benefits)	(25mos)	\$62,500
Economist (\$20,000 annual plus 20% benefits)	(25mos)	50,000
Research Assistant -To assist in screening and lit. review (\$10,000 annual plus 20% benefits)	(3 mos)	3,000
Clerical Assistance (\$8,000 annual plus 20% benefits)	( 10 mos)	8,000
Travel and per diem (5 trips, Avg. \$8,000)		40,000
Consultants (2 man-months)		2,000
Printing		5,000
Miscellaneous (Supplies; local auxiliaries where needed; other)		14,500
Overhead (60% of salaries)		68,000
Total		<u>\$253,000</u>

AID 1990-1X  
19-701

DEPARTMENT OF STATE  
AGENCY FOR  
INTERNATIONAL DEVELOPMENT

1. Cooperating Country  
Worldwide 3 019

2. PIO/T No.  
931-11560-838 -373-

3.  Original or **PD-AAC-926**  
Amendment No. \_\_\_\_\_

4. Project/Activity No. and Title  
931-11-560-838  
Guidelines - Pre-School Interventions **8p**

Page 1 of 8 Pages **9312838-14**

PROJECT IMPLEMENTATION  
ORDER/TECHNICAL  
SERVICES

DISTRIBUTION

5. Appropriation Symbol  
**XXMKK 72-11X1023**

6.A. Allotment Symbol and Charge  
**402-31-099-00-20-41**

6.B. Funds Allotted to:  
 A.I.D./W  Mission

7. Obligation Status  
 Administrative Reservation  Subobligation

8. Funding Period (Mo., Day, Yr.)  
From **5/1/74** to **5/30/75**

9.A. Service to Start (Mo., Day, Yr.)  
Between **5/1/74** and **5/30/74**

9.B. Completion date of Services  
(Mo., Day, Yr.) **7/30/76**

10.A. Type of Action  
 A.I.D. Contract  Country Contract  Participating Agency Service Agreement Other:

10.B. Authorized Agent  
**AID/W**

Estimated Financing		(1)	(2)	(3)	(4)
		Previous Total	Increase	Decrease	Total to Date
11. Maximum A.I.D. Financing	A. Dollars		\$245,000		\$245,000
	B. U.S.-Owned Local Currency				
12. Cooperating Country Contributions	A. Counterpart				
	B. Other				

FUNDS RESERVED BY

*[Signature]*

POSTED 3/28/74

14. Instructions to Authorized Agent

The purpose of this PIO/T is to fund a contract for the development of a manual of alternative approaches to improve the nutrition of pre-school children. The material provided in the manual will include information on relative cost and effectiveness of such alternatives and will include field case studies. A description of the activity is provided in para. 19, Scope of Technical Services. The intent is to contract for the total period of services May 1974 through July 1976 in the amount of \$245,000.

15. Clearances - Show Office Symbol, Signature and Date for all Necessary Clearances.

A. The specifications in the scope of work are technically adequate  
TA/N - Martin J. Forman *[Signature]*

B. Funds for the services requested are available

C. The scope of work lies within the purview of the initiating office and approved Agency Programs  
TA/N - Martin J. Forman *[Signature]*

D. TA/PM *Evelyn C. McLeod*  
Evelyn C. McLeod

E. TA/N - Irwin Hornstein *[Signature]*  
TA/N - Amy Pound *[Signature]*

F. TA/PM - *Mary B. Mozynski*  
Mary B. Mozynski

16. For the cooperating country: The terms and conditions set forth herein are hereby agreed to  
Signature and date:  
Title:

17. For the Agency for International Development  
*[Signature]*  
Signature: TA/PM, Alfred Bisset  
Title:

18. Date of Issuance

AIC 1380-1X (19-70)	Cooperating Country Worldwide	PIO/T No. 931-11-560-86	Page 2 of 8 Pages
PIO/T	Project/Activity No. and Title 931-11-560-863 838 Guidelines - Pre-School Interventions		

**SCOPE OF WORK**

**19. Scope of Technical Services**

**A. Objective for which the Technical Services are to be Used**

The objective of this activity is to provide background and guidance to LDC governments for selection and implementation of pre-school nutrition programs and to AID and other donors which provide assistance for program development.

A manual will be produced which provides the user with ready access to information on what alternative interventions will do, their approximate cost, conditions necessary for their implementation and other relevant considerations, and, in each case, an illustration of the general approach in the form of a practical effective application.

For each intervention described a chapter will be produced. Examples of interventions that may be selected as chapter subjects are supplementary feeding, nutrition education, fortification, use of commercial foods, agricultural policies and genetic breeding and use of new varieties, etc..

It is intended that these chapters, or elements of them, will be issued separately as produced in order to provide an immediate flow of information to nutrition decision-makers. (Continued on page 6)

**C. Technicians See illustrative budget on page 8.**

(1) (a) Number	(b) Specialized Field	(c) Grade and/or Salary	(d) Duration of Assignment (Mon-Months)
1	Nutrition	\$20,000 per annum	26
1	Economics	20,000 per annum	26
1	Research Assistant/Nutrition	10,000 per annum	6

**(2) Duty Post and Duration of Technicians' Services**

U.S.

**(3) Language requirements**

See page 5

**(4) Access to Classified Information**

Not required

**(5) Dependents**

Will

Will Not

Be Permitted to Accompany Technician

**D. Financing of Technical Services**

(1) By AID - \$ 245,000

(2) By Cooperating Country -

AID 1980-1X (8-70)	Cooperating Country Worldwide	PIO/T No. 931-11-560-883	Page 3 of 8 Pages
PIO/T	Project/Activity No. and Title 931-11-560-883 Guidelines - Pre-School Interventions		

20. Equipment and Supplies (Related to the services described in Block 19 and to be procured outside the Cooperating Country by the supplier of those services)

A. <u>(1) Quantity</u> <u>(2) Description</u>	<u>(3) Estimated Cost</u>	<u>(4) Special Instructions</u>
---	---------------------------	---------------------------------

N.A.

B. Financing of Equipment and Supplies

(1) By AID - \$

(2) By Cooperating Country -

21. Special Provisions

- A. This PIO/T is subject to AID (contracting) (PASA implementation) regulations.
- B. Except as specifically authorized by AID, or when local hire is authorized under the terms of a contract with a U.S. Supplier, services authorized under this PIO/T must be obtained from U.S. sources.
- C. Except as specifically authorized by AID/W, the purchase of commodities authorized under this PIO/T will be limited to the U.S. under Geographic Code 000.
- D. Other (specify):

AID 1980-1X (19-70)	Cooperating Country <b>Worldwide</b>	PIO/T No. <b>931-11-560-883</b>	Page 4 of 8 Pages
PIO/T	Project/Activity No. and Title <b>931-11-560-883 838</b> <b>Guidelines - Pre-School Interventions</b>		

22. Reports by Contractor or Participating Agency (Indicate type, content and format of reports required, including language to be used if other than English, frequency or timing of reports, and any special requirements)

The material produced under this contract will be submitted in draft form, at periodic intervals as requested, to the project monitor who will specify modifications if desired.

Each draft chapter will be reviewed as produced. Upon approval, it is anticipated that AID will authorize issuance of the chapter, or elements of it, for preliminary distribution.

The final manual will be prepared in the form of a report from the contractor to AID. After approval by AID, it will be issued as an AID publication with appropriate credit as to authors/contractor.

300 copies of the final manual will be printed under the contract. Advance copies of each chapter will be printed by AID.

23. Background Information (Additional information useful to Authorized Agent and Prospective Contractors or Participating Agency; if necessary cross reference Block 19.C(4) above.)

Project Liason

Irwin Hornstein, TA/N  
2495 New State  
AID  
Washington, D.C.

Monitoring and Background

Robert Weil, NEAD/ERS  
245, 500 12th Street, S.W.  
USDA  
Washington, D.C.

24. Relationship of Contractor or Participating Agency to Cooperating Country and to AID

A. Relationships and Responsibilities

None

B. Cooperating Country Liason Official

None

C. AID Liason Officials

TA/N - Irwin Hornstein

AF 1980-1X 19-70	Cooperating Country <b>Worldwide</b>	PIO/T No. <b>931-11-560-<u>U</u></b>	Page 5 of 8 Pages
PIO/T	Project Activity No. and Title <b>931-11-560-883 <u>893</u></b> <b>Guidelines - Pre-School Interventions</b>		

**LOGISTIC SUP. ORT**

25. Provisions for Logistic Support  A. Specific Items (Insert "X" in applicable column at right. If entry needs qualification, insert asterisk and explain below in C. "Comments")	In Kind Supplied By		From Local Currency Supplied By	
	AID	Cooperating Country	AID	Cooperating Country
(1) Office Space		X /1		
(2) Office Equipment		X /1		
(3) Housing and Utilities				
(4) Furniture				
(5) Household Equipment (Stoves, Refrig., etc.)				
(6) Transportation in Cooperating Country				
(7) Interpreter Services <u>2/</u>				
Other: (Specify) (8)				
(9)				
(10)				
(11)				
(12)				
(13)				
(14)				
(15)				

**B. Additional Facilities Available From Other Sources**

**C. Comments**

/1 It is expected that in the studies of field programs use will be made on a limited basis of such program's office facilities.

/2 To be supplied by contractor

**CONTINUATION SHEET**

**DEPARTMENT OF STATE  
AGENCY FOR  
INTERNATIONAL DEVELOPMENT**

Worksheet  Issuance

FORM SYMBOL

TITLE OF FORM

1. Cooperating County  
Worldwide

2.a. Code No.

2.b. Effective Date

2.c.  Original OR  Amendment  
No: \_\_\_\_\_

3. Project/Activity No. and Title

931-11-560-882 §38

Guidelines - Pre-School interventions

Indicate block numbers.

Use this form to complete the information required in any block of a PIO or PA/PR form.

19B

Each chapter will consist of two sections:

1. A general section describing such elements as:
  - a. How the intervention works
  - b. Advantages and disadvantages
  - c. Conditions under which appropriate to use
  - d. Special consideration such as, for example, amount of administrative manpower required, multiplier effects on other development goals, time period for implementation
  - e. Analysis of consequences, both positive and negative
  - f. Breakdown and analysis of costs
  - g. Bibliography and references for the user interested in obtaining more data on programs or evaluations, utilized or referred to in preparing the chapter.
  
2. Following the general section of the chapter will be a case study section. This will seek to provide, as an illustrative example, a practical effective application of the general intervention described. (In some cases more than one case example may be used, or elements of several programs may be drawn on). In the case study, presentation of data on cost and effectiveness will emphasize the particular environmental context in which the data was obtained, whereas in the general section the emphasis will be on extrapolation to more general costs and effectiveness. Each case study will include the following information:
  - a. Description (as necessary to supplement description in general section)
  - b. Cost
  - c. Effectiveness (and other consequences)
  - d. Selective program detail to assist end-user interested in establishing similar program or making adaptation.

CONTINUATION  
SHEETDEPARTMENT OF STATE  
AGENCY FOR  
INTERNATIONAL DEVELOPMENT Worksheet IssuancePAGE 7 OF 8 PAGES

FORM SYMBOL

TITLE OF FORM

1. Cooperating County

2.e. Code No.

2.b. Effective Date

2.c.  Original OR Amendment  
No: \_\_\_\_\_

3. Project/Activity No. and Title

931-11-560-838  
Guidelines - Pre-School InterventionsIndicate block  
numbers.

Use this form to complete the information required in any block of a PIO or PA/PR form.

In addition to chapters on particular interventions, an overall chapter will review steps for determining needs and choosing the type of program suitable to local conditions and resources and will provide a summary comparison/discussion of the relative advantages - disadvantages, costs and effectiveness of the interventions treated in the individual chapters.

IMPLEMENTATION PLAN

The activity will consist of three phases described below: (times illustrative for guidance only)

Phase I (4 months). In this phase a methodology for undertaking the activity, which has been previously produced under a separate short-term contract, will be applied to the production of one case study and one general section. Upon completion of the initial case study and general section, the methodology will be refined using the experience gained. In addition, a survey procedure will be developed and put into effect to identify the best available examples for the remaining case studies and to help gather information for the other general sections.

Phase II (18 months): Upon completion of <sup>P</sup>Phase I, including acceptance and approval of the refined methodology, a series of chapters will be undertaken. Each chapter will be addressed to a particular intervention. It will include both a general section, describing and discussing the intervention, and at least one case study analysis of a particular application of that intervention. (In some cases a chapter may have two case study illustrations of different types of program under a single intervention category).

Phase III (4 months): A loose leaf compilation of the chapters will be prepared. This will include a summary chapter discussing relative effectiveness, costs and other key factors of the interventions. In addition, the final compilation will also have a brief review of steps for determining needs and choosing the type of program suitable to local conditions and resources.

AID-1000-12 (7-68) CONTINUATION SHEET FORM SYMBOL TITLE OF FORM	DEPARTMENT OF STATE AGENCY FOR INTERNATIONAL DEVELOPMENT	<input checked="" type="checkbox"/> Worksheet <input type="checkbox"/> Issuance	PAGE <u>8</u> OF <u>8</u> PAGES
		1. Cooperating County	2.a. Code No.
		2.b. Effective Date	2.c. <input type="checkbox"/> Original OR <input type="checkbox"/> Amendment No. _____
		3. Project/Activity No. and Title 931-11-560-883 838 Guidelines - Pre-School Intervention	

Indicate block numbers. Use this form to complete the information required in any block of a PIO or PA/PR form.

19B

ILLUSTRATIVE BUDGET (26 Months)

Nutritionist-PhD. or MD (at \$20,000 annual salary plus 20% employee benefits)	\$52,000
Economist (\$20,000 annual plus 20% benefits)	52,000
Research Assistant -to assist in screening and lit. review (\$10,000 annual plus 20% benefits)	6,000 (6 Mo.)
Clerical assistance (\$8,000 annual plus 20% benefits)	5,600 (7 Mo.)
Travel and per diem	48,000
Printing	3,000
Miscellaneous (supplies; local auxiliaries where needed; other)	15,000
Overhead (charged on salaries only = 55%)	<u>63,580</u>
Total	\$245,180

**AID 1280-1X (7-71)**

**DEPARTMENT OF STATE  
 AGENCY FOR  
 INTERNATIONAL DEVELOPMENT**

**PIO/T**

**PROJECT IMPLEMENTATION  
 ORDER/TECHNICAL  
 SERVICES**

**1. Cooperating Country**  
 3168006 TAB

**2. PIO/T No.**  
 931-11-560-838-73

**3.  Original or  
 Amendment No. 1**

**4. Project/Activity No. and Title**  
 931-11-560-838  
 Guidelines - Pre-School Interventions

**DISTRIBUTION**

**5. Appropriation Symbol**  
 72-11X1023

**6.A. Allotment Symbol and Charge**  
 402-31-099-00-20-61

**6.B. Funds Allotted to:**  
 A.I.D./W  Mission

**7. Obligation Status**  
 Administrative Reservation  Implementing Document

**8. Funding Period (Mo., Day, Yr.)**  
 From 12/15/75 to 1/15/78

**9.A. Services to Start (Mo., Day, Yr.)**  
 Between 12/15/75 and 1/30/76

**9.B. Completion date of Services (Mo., Day, Yr.)**  
 1/15/78

**10.A. Type of Action**  
 A.I.D. Contract  Cooperating Country Contract  Participating Agency Service Agreement  Other

**10.B. Authorized Agent**  
 AID/W

Estimated Financing		(1) Previous Total	(2) Increase	(3) Decrease	(4) Total to Date
\$1.00=					
11. Maximum A.I.D. Financing	A. Dollars	253,000	8,000		261,000
	B. U.S.-Owned Local Currency				FUNDS RESERVED BY
12. Cooperating Country Contributions	A. Counterpart				11/25/75
	B. Other				PER/PP/OSD

**13. Mission References**

**14. Instructions to Authorized Agent**

The purpose of this amendment is to add funding as indicated in Block 11, for consulting services as described in Block 19.b. Additions to scope of work, illustrative budget and reporting requirements are noted in Blocks 19.b. and 22. Dates in Blocks 8, 9.A., and 9.B. have been amended. All other provisions of the original PIO/T are unchanged.

**15. Clearances - Show Office Symbol, Signature and Date for all Necessary Clearances.**

**A. The specifications in the scope of work are technically adequate**  
 TA/N: J.Royer Jack Royer 11/13/75

**B. Funds for the services requested are available**  
 TA/PPU: M.Mozvinski Mary Mozvinski 11/13/75

**C. The scope of work lies within the purview of the initiating and approved Agency Programs**  
 TA/N: J.Greene J. Greene 11/13/75

**D.**  
 TA/PPU: E.McLeod E. McLeod 11/19/75

**E.**  
 TA/N: A.Pound Amy Pound 11/13/75  
 TA/N: M.J.Forman M.J. Forman 11/14/75

**16. For the cooperating country: The terms and conditions set forth herein are hereby agreed to**

**17. For the Agency for International Development**  
 Signature: John Gunning  
 Title: Chief, Program Div. TA/PPU

**18. Date of Signature**  
 11/23/75

DD-121 001	Cooperating Country <b>Worldwide</b>	PIO/T No. <b>931-11-560-838-</b>	Page 2 of 4 Pages
D/T	Project/Activity No. and Title <b>Guidelines - Pre-School Interventions</b>		

**SCOPE OF WORK**

**Scope of Technical Services**

Objective for which the Technical Services are to be Used

**Description** Add to original, the following:  
 During the course of the contract and upon specific request by the Office of Nutrition, the contractor will make appropriate personnel (i.e. the key personnel under the contract) available for up to 30 man-days per year of consulting services to assist USAIDs, voluntary Agencies or LDC governments in designing or implementing interventions of the type described in the manual.

Administrative Budget

Amount from Original	\$253,000
Travel and per diem to provide consulting services (6 trips, 1 person, average 10 days)	<u>8,000</u>

Revised Total \$261,000

**C. Technicians**

(1) (a) <u>Number</u>	(b) <u>Specialized Field</u>	(c) <u>Grade and/or Salary</u>	(d) <u>Duration of Assignment (Man-Months)</u>
-----------------------	------------------------------	--------------------------------	--

No change from original.

(2) Duty Post and Duration of Technicians' Services

(3) Language requirements

(4) Access to Classified Information

(5) Dependents  Will  Will Not Be Permitted to Accompany Technician

**D. Financing of Technical Services**

(1) By AID - \$261,000

(2) By Cooperating Country -



AID 1350-1X 10-77	Cooperating Country <b>Worldwide</b>	PIO/T No. <b>931-11-560-838-</b>	Page 4 of 4 Pages
<b>PIO/T</b>	Project Activity No. and Title  <b>Guidelines - Pre-School Interventions</b>		

22. Reports by Contractor or Participating Agency (Indicate type, content and format of reports required, including language to be used if other than English, frequency or timing of reports, and any special requirements)

Add to original PIO/T the following:

If, upon request by the Office of Nutrition, contractor personnel provide consulting services as described in Block 19.B., a brief trip report will be submitted to TA/N within 30 days of the assignment's completion. The report will describe: assistance provided; to whom provided; any special problems encountered and any recommendations for follow-up assistance.

23. Background Information (Additional information useful to Authorized Agent and Prospective Contractors or Participating Agency; if necessary cross reference Block 19.C(4) above.)

24. Relationship of Contractor or Participating Agency to Cooperating Country and to AID

A. Relationships and Responsibilities

B. Cooperating Country Liaison Official

C. AID Liaison Officials

012 (7-74)

DEPARTMENT OF STATE  
INTERNATIONAL DEVELOPMENT  
PROJECT IMPLEMENTATION  
ORDER TECHNICAL  
SERVICES

1. Cooperating Country  
Worldwide  
2. P.I.O. No.  
931-11-560-831-73-3148003  
3. P.I.O. Agency No. and Title  
931-11-560-831  
Food and Nutrition Technical Services

Page 1  
93/0237  
93-11-560-831  
Amendment No.

8p

INSTRUCTIONS

4. Acquisition Symbol  
73-11-1023

5.A. Allocation Symbol and Charge  
402-31-699-00-20-51

5.B. Funds Allotted for:  
 A.I.D./W  Other

7. Completion Status  
 Administrative Reservation  Implementing Document

6. Funding period (Mo., Day, Yr.)  
From 7/1/74 To 6/30/75

8.A. Periods to Start (Mo., Day, Yr.)  
Between 7/1/74 and 7/15/74

8.B. Completion date of Services (Yr.)  
6/30/75

9.A. Type of Action  
 A.I.D. Contract  Cooperating Country Contract  Participating Agency Service Agreement  Other

10.A. Authorized Agent  
AID/W through USDA PASA TA(AJ) 1-69 A-11 and RSSA USDA 1-74

Estimated Financing		(1)	(2)	(3)	(4)
		Previous Total	Increase	Decrease	Total to Date
\$1,000=					
11. Maximum A.I.D. Financing	A. Dollars		650,000		650,000
	B. U.S.-Owned Local Currency				
12. Cooperating Country Contributions	A. Counterpart				
	B. Other				

FUNDS RESERVED BY  
POSTED

Section References

14. Instructions to Authorized Agent  
This P.I.O./T is to amend existing RSSA USDA 1-74 to extend the termination date from June 30, 1974 to June 30, 1975 and to fund this extension from FY 1975 funds in the amount of \$650,000. The workscope has been updated. A revised budget is attached (Attachment A).  
Reference: P.I.O./T 931-11-560-831-73-3148003.  
Current PROP is approved through FY 1975.

15. Check boxes - Show Office Symbol, Signature and Date for all Necessary Components.

A. The specifications in the scope of work are technically adequate TA/H, Amy Pound	B. Funds for the services requested are available TA/PH, Evelyn McLeod
C. The scope of work lies within the purview of the initiating and approved Agency Programs TA/H, Irwin Hornstein	D. TA/PH, Mary Mozynski
	E. TA/PH, Jean Guining

16. For the cooperating country. The terms and conditions set forth hereon are hereby agreed to O Title	17. For the Agency for International Development Jean Guining Title	18. Date of Signature
---	---	-----------------------

AID 1330-1X (B-72)	Cooperating Country Worldwide	PIO # No. 931-11-560-831-	Page 2 of 6 Pages
PIO/T	Project/Activity No. and Title Food and Nutrition Technical Services		

**SCOPE OF WORK**

**19. Scope of Technical Services**

**A. Objective for which the Technical Services are to be Used**  
 To assist TA/N in identifying, developing and providing the use of low cost nutritious foods in order to improve the nutritional status of the malnourished populations in the LDCs.

**B. Description**  
 The USAID/ERS Nutrition and Agri-business Group and consultants will continue to assist in the technological aspects in the development and implementation of AID Nutrition programs as follows:

In providing a broad range of technical services in identifying means for and promoting the use of low cost nutritious foods to combat malnutrition particularly in the LDC's, the Nutrition and Agri-business Group will:

(1) provide advice and guidance on making available low-cost nutritious foods and for creation of new improved foods to AID, USAIDs, developing nations (both governmental and private industry), and to international agencies.

(2) monitor on-going food fortification projects and assist in the formulation of new programs. Technology and economics of food approaches, of program development, and of evaluation including market feasibility studies on protein foods with LDC governmental and private industry companies is made available under this RSSA.

(Continued on page )

**C. Technicians**

See Estimated Budget Plan -- Attachment A

(1) (a) <u>Number</u>	(b) <u>Specialized Field</u>	(c) <u>Grade and/or Salary</u>	(d) <u>Duration of Assignment (Man-Months)</u>
-----------------------	------------------------------	--------------------------------	--

(2) Duty Post and Duration of Technicians' Services  
 N/A

(3) Language requirements  
 Not required

(4) Access to Classified Information  
 Required (Secret)

(5) Dependents       Will       Will Not      Be Permitted to Accompany Technicians

**D. Financing of Technical Services**

(1) By AID - \$650,000

(2) By Cooperating Country - None

AID 1980-1X 19-701 P10/T	Cooperating Country <b>Worldwide</b>	P10 T No. <b>931-11-560-831-</b>	Page 3 of 6 Pages
Project Activity No. and Title <b>931-11-560-831</b> <b>Food and Nutrition Technical Services</b>			

20. Equipment and Supplies (Related to the services described in Block 19 and to be procured outside the Cooperating Country by the supplier of these services)

See estimated budget -- Attachment A.

A. (1) Quantity (2) Description

(3) Estimated Cost

(4) Special Instructions

B. Financing of Equipment and Supplies  
 (1) By AID - \$

(2) By Cooperating Country -

21. Special Provisions

A. This P10 T is subject to AID (contracting) (PASA implementation) regulations.

B. Prior Approval for International Travel

Advance clearance must be obtained from AID/TA/N before any commitments are made for overseas travel, unless such travel is listed as approved under this RSSA <sup>1/</sup>. Appropriate AID regional and Mission clearance for any international travel shall be obtained through AID prior to actual departure.

C. Advance clearance on Use of Consultants or Contractors

The services of any consultant or contractor must be approved in writing by AID/TA/N. Copies of any subcontract entered into by USDA will be sent to AID/CM/PAS and AID/TA/N.

1/ See travel plan (attachment B) for agreed trips.

AID 1383-1X 19-701	Cooperating Country Worldwide	PID/T No. 931-11-560-8	Page 4 of 6 Pages
PIO/T	Project/Activity No. and Title 931-11-560-831 Food and Nutrition Technical Services		

22. Reports by Contractor or Participating Agency (Indicate type, content and format of reports required, including language to be used if other than English, frequency or timing of reports, and any special requirements)

Reports

- a) Quarterly written reports will be furnished AID on activities under this RSSA.
- b) One copy of a quarterly accrued expenditure report will be sent to AID/TA/N and distribution made within AID to TA/PM and SER/RSSA as requested.
- c) A special half-year report will be submitted in accordance with the special format of AID/TA.

Joint Reviews

A joint evaluation of the services under this RSSA will be made in Dec. as a basis for determining the future direction of any needed support.

23. Background Information (Additional information useful to Authorized Agent and Prospective Contractors or Participating Agency; if necessary cross reference Block 19.C(4) above.)

24. Relationship of Contractor or Participating Agency to Cooperating Country and to AID

- A. Relationships and Responsibilities
- B. Cooperating Country Liaison Official
- C. AID Liaison Officials

OPTIONAL FORM NO. 10  
MAY 1962 EDITION  
GSA FPMR (41 CFR) 101-11.6

DEPARTMENT OF STATE  
OFFICE OF THE ASSISTANT SECRETARY  
FOR INTERNATIONAL DEVELOPMENT

1. Reporting Agency Foreign Office		2a. Code No.	
2b. Effective Date		2c. <input type="checkbox"/> Original OR <input type="checkbox"/> Amendment	
3. Project, Activity No. and Title: 931-11-553-831 Food and Nutrition Technical Services			

TITLE OF FORM:

Use this form to complete the information required in any block of a PIO or PA/PR form.

Indicate block numbers.  
Block 19.B.  
Continued

(3) Assist in organizing seminars and workshops, in providing analyses, and in improving information relating to nutrition interventions. Responses to queries, temporary details, and various other general support services are furnished by this Group.

Activities under the broad range of services are diverse but include the following major activities:  
(1) Nutritionally Improved Bread \$125,000  
This activity is to demonstrate, through use of new technologies, the feasibility of providing protein, vitamin, and mineral fortifications to overcome nutritional deficiencies in bread consuming nations. The major output of this activity is bakery operations in developing nations capable of producing nutritionally improved bread on a self-sustaining basis by the LDC. Begun in FY 1974 for three years, this activity is to be conducted in at least two LDC's. Technical/entrepreneurial skills for the project are being sub-contracted.

USDA PASA group is working with the American Association of Cereal Chemists Committee set up to cooperate with AID, USDA, and the AID-funded Kansas State University Group working on nutritionally improved cereal products, as appropriate contract personnel approved by AID.

It is expected that this project together with the KSU project will provide inputs to the OAA project on improving nutritional quality of wheat.

(2) Indigenous Production of Foodstuffs as Replacements for Title II Products \$100,000

Shortages in certain Title II commodities coupled with a sharp increase in costs have resulted in a decrease in availability of Title II foods. Replacement of or supplements to Title II foods with food procured with local resources are required for nutritional programs worldwide now dependent on Title II. Utilization of U.S. assistance in planning and implementing indigenous LDC nutritional food procurement activities will be done under this activity. Work will be accomplished in coordination with Private Voluntary Organizations (CARE, CRS, CWS, etc.), Food for Peace Officers, and experts in the U.S. and overseas:

A low-cost extrusion cooker is being evaluated in the LDCs for its utility preparing low-cost nutritious foods derived from cereals and legumes. The products can be used as blended foods per se or as protein supplements to added to bread(s), infant and weaning foods.

(3) Weaning Foods \$100,000

A problem prevalent in many LDCs is the lack of availability of low-cost foods which are culturally and nutritionally suitable for use as supplemental foods during the weaning age (the transition period from about 6 months to 2 years when a child is leaving its mother's breast and adapting to family foods). Lack of such foods and lack of proper weaning practices leads

(Continued on page )

CONTINUATION  
SHEET

FORM SYMBOL

DEPARTMENT OF STATE  
AGENCY FOR  
INTERNATIONAL DEVELOPMENT

TITLE OF FORM

 Worksheet  Issuance

PAGE 6 OF 6 PAGES

1. Cooperating Country  
Worldwide

2.a. Code No.

2.b. Effective Date

2.c.  Original OR  Amendment  
No.:

3. Project/Activity No. and Title 931-11-560-631

Food and Nutrition Technical Services

Indicate block  
numbers.

Use this form to complete the information required in any block of a PIO or PA/PR form.

to poor nutrition and corresponding high morbidity and mortality among infants and pre-school children. It will be the purpose of this activity to identify methods of producing and introducing appropriate weaning foods which will meet the nutritional needs and satisfy the cultural practices of less developed countries. Because cultural practices vary among countries, several different sites will be used to undertake this activity.

Contracts General estimated \$25,000

In conjunction with League for International Food Education (L.I.F.E.) USDA utilizes the services of personnel associated with various professional societies such as American Institute of Nutrition, American Association of Cereal Chemists, and Institute of Food Technologists to assist in responding to inquiries, undertake consultation visits, arrange conferences, and prepare articles. Reimbursement will normally be limited to costs other than salary, such as travel and per diem, conference support costs, and report preparation. In addition, activity budgeted under general consultation and contractual service will cover short-term advisory visits by USDA consultants to such places as Indonesia, Chile, and Nigeria in connection with child feeding program, to Pakistan and Afghanistan to work with vitamin A fortification program and to Korea in connection with programs in food technology.

NOTE: Overhead (see Budget Estimate - Attachment A).

- (a) Contracts @ 12%
- (b) Regular @ 25%

## ESTIMATED BUDGET FY 1975

**Resources Support Services Agreement Between  
The Agency for International Development and  
U. S. Department of Agriculture - ERS:  
Nutrition and Agri-business Group**

<u>Title/Name</u>	<u>Grade</u>	<u>Man-Months</u>	<u>Salary</u>
Research Chemist, Crowley	GS-15	12 Months	\$ 32,000
Food Technologist, Alt (and replacement)	GS-15	12 Months	30,000
Program Coordinator, Weil	GS-14	12 Months	27,000
Food Technologist, VACANT	GS-14	12 Months	26,000
Secretary, Rodgers	GS-6	12 Months	10,500
Secretary, Blocker	GS-5	12 Months	9,000
			<hr/>
11. Salary		Total	\$135,000 <u>1/</u>
12. Benefits @ 8.5%			11,475 <u>1/</u>
21. Travel (International and Domestic) See Attachment B			32,400 <u>1/</u>
22. Transportation of things (Moving expenses)			3,000 <u>1/</u>
24. Printing & Reproduction			3,000 <u>1/</u>
— Security Clearances for two new employees			1,500 <u>1/</u>
25. (a) Three special activities			325,000 <u>2/</u>
(b) General contracts in support of RSSA activities			25,000 <u>2/</u>
26. General Contingency			20,000 <u>2/</u>
			<hr/>
31. Equipment			500 <u>1/</u>
			<hr/>
— Overhead			93,125
			<hr/>
Total			\$650,000

Overhead (1/ Regular 25%  
2/ Contracts 12%

## PROPOSED TRAVEL PLAN

A. FOREIGN \$25,000

<u>PERSON</u>	<u>FORTIFICATION</u>	<u>BREAD</u>	<u>INDIGENOUS FOOD</u>	<u>WEANING FOOD</u>	<u>OTHER</u>
<u>CROWLEY</u>	Dom. Republic Montreal Canada Colombia Indonesia	---	Chile	Afghanistan	Kenya
<u>ALT</u>	---	Korea Morocco Peru	---	---	---
<u>WEIL</u>	---	---	---	Nigeria	---
<u>Food Tech.</u>	Pakistan	---	Niger	Indonesia	Ivory Coast
<u>CONSULTANTS</u>	Guatemala Brazil	Korea Morocco Peru	Chile Philippines Mali	Pakistan	---

## B. DOMESTIC \$7,400\*

<u>CROWLEY</u>	Des Moines, San Francisco (2); Boston (2); Chicago, Cincinnati, Manhattan (Kansas) (2); New York, Denver.
<u>ALT</u>	Manhattan (Kansas) (3); Chicago (2); New York
<u>WEIL</u>	Boston (2); Chicago; New York; Philadelphia
<u>Food Tech.</u>	Cincinnati, Chicago, Mineapolis (2), Denver, College Station, Providence
<u>OTHER</u>	Los Angeles, Boston (3); New York, Chicago (2); Manhattan, Kansas (2)

\*Estimated Per Diem

\*Domestic 30 days