

AGENCY FOR INTERNATIONAL DEVELOPMENT
**PROJECT AUTHORIZATION AND REQUEST
 FOR ALLOTMENT OF FUNDS PART I**

1. TRANSACTION CODE

A
 B
 C
 D

PAF

2. DOCUMENT CODE
 5

3. COUNTRY ENTITY

Interregional

4. DOCUMENT REVISION NUMBER

5. PROJECT NUMBER (7 digits)

[932-0981] a/

6. BUREAU/OFFICE

A SYMBOL B. CODE
 10

7. PROJECT TITLE (Maximum 40 characters)

[Rapid Diffusion Pop Research Findings]

8. PROJECT APPROVAL DECISION

ACTION TAKEN

A APPROVED
 D DISAPPROVED
 DE DEAUTHORIZED

9. EST. PERIOD OF IMPLEMENTATION

YRS. [0] [7] QTRS [1]

10. APPROVED BUDGET AID APPROPRIATED FUNDS (\$000)

A. APPROPRIATION	B. PRIMARY PURPOSE CODE	PRIMARY TECH. CODE		E. 1ST FY 79		H. 2ND FY		K. 3RD FY	
		C GRANT	D LOAN	F GRANT	G LOAN	I GRANT	J LOAN	L GRANT	M LOAN
(1) PN	440	450		359					
(2)									
(3)									
(4)									
TOTALS				359					

A. APPROPRIATION	N. 4TH FY		Q. 5TH FY		LIFE OF PROJECT		11. PROJECT FUNDING AUTHORIZED		A. GRANT	B. LOAN
	O. GRANT	P. LOAN	R. GRANT	S. LOAN	T. GRANT	U. LOAN	(ENTER APPROPRIATE CODE(S))			
(1)							1 - LIFE OF PROJECT		2	
(2)							2 - INCREMENTAL LIFE OF PROJECT			
(3)										
(4)										
TOTALS							C. PROJECT FUNDING AUTHORIZED THRU		FY [7] [9]	

12. INITIAL PROJECT FUNDING ALLOTMENT REQUESTED (\$000)

A. APPROPRIATION	B. ALLOTMENT REQUEST NO.	
	C. GRANT	D. LOAN
(1)		
(2)		
(3)		
(4)		
TOTALS		

13. FUNDS RESERVED FOR ALLOTMENT

TYPED NAME (Chief, SER/FM/FSD)

SIGNATURE

DATE

14. SOURCE/ORIGIN OF GOODS AND SERVICES

000 941 LOCAL OTHER

15. FOR AMENDMENTS, NATURE OF CHANGE PROPOSED

a/ This project, begun in 1972, was divided into two activities in 1976 which in 1977 were given separate project numbers: 932-0659 and 932-0660. The current PROP was extended to 9/30/79 through a PAF amendment approved 12/7/78 by DS/AA. A new PP has been prepared for Project 932-0659 and has been reviewed favorably in-house on May 25, 1979. The Agency review is expected to take place in the next fortnight. After final approval a PIO/T will be prepared for a substantial funding increment in FY 1979. Meanwhile project funds have reached a point beyond 75% utilization of the first year's allocation, and replenishment is urgently required before the probable date of approval for those documents. No change in work scope for the contractor is contemplated. With the addition of the \$359,000 requested in the accompanying current PIO/T the total allocated to date for this project will be \$1,500,000. (A total of \$1,141,000 of that amount was allocated from FY 1978 funds.)

FOR PPC/PIAS USE ONLY	16. AUTHORIZING OFFICE SYMBOL	17. ACTION DATE	18. ACTION REFERENCE (Optional)	ACTION REFERENCE DATE
		MM DD YY		MM DD YY

PROJECT AUTHORIZATION AND REQUEST FOR ALLOTMENT OF FUNDS

PART II

Name of Country/Entity: Interregional

Name of Project: Rapid Diffusion of Population Research Findings

Number of Project: 932-0981 (New Project No. 932-0659)

Pursuant to Part I, Chapter 1, Section 104 of the Foreign Assistance Act of 1961, as amended, I hereby authorize a total level of A.I.D. appropriated funding planned for this interregional project of not to exceed ten million one hundred and three thousand United States Dollars (\$10,103,000) of which the entire amount will be grant funded during the period FY 1972 through 1979. Of this amount three hundred fifty-nine thousand dollars (\$359,000) is authorized from FY 1979 funds.

Stylized Signature
Deputy Assistant Administrator, DSB/HRD
6/14/79
Date

Clearance:

DS/PO, Robert C. Simpson *Km for* Date *6/11/79*

ACTION MEMORANDUM FOR THE DEPUTY ASSISTANT ADMINISTRATOR

FROM: LS/POP, R. T. Ravenholt/J. J. Speidel JS

Date: June 6, 1979

Problem: Project 932-0659 has as yet received no FY 1979 funding although currently programmed at a level for the OYB at \$1,675,000. Incremental funding requests have been withheld this year so far in the expectation that the old PROP (approved in 1972) would be superseded by a new, approved PP earlier in this fiscal year. The new PP has been favorably reviewed in-house but awaits scheduling of an Agency review and approval. The currently approved project (authorized under a PROP extension through 9/30/79) has now expended more than 75% of its first year allocation and requires replenishment funds in order to continue operation pending such time as the new PP is finally approved. The accompanying PIO/T requests incremental funding of \$359,000.

Discussion: The project has been carried on since July 1, 1978 by The Johns Hopkins University under Contract No. AID/dspe-C-0005. The initial (and only to date) allocation of funds was \$1,141,000 in FY 1978, considerably short of the contractor's Year I Cost Data set forth in the University's proposal, estimated at \$1,514,415. While the 1978 CP carried a funding level of \$1,600,000 for the project, the previous contract with The George Washington University absorbed the balance before its expiration on 3/31/78.

To date, over the life of the project, \$7,264,000 has been obligated for the Population Information Program ("PIP I") and \$2,480,000 has been obligated for the Population Field Information Services ("PIP II"), for a total under the overall Rapid Diffusion project heading, for all contracts, of \$9,744,000.

The Johns Hopkins University project is at the critical point of merging its computerized data base with that of the National Library of Medicine and several related information network linkages this month. To await FY 1979 incremental funding — already some three weeks overdue — until a new Project Paper and subsequent PIO/T are approved will jeopardize this long scheduled arrangement and create some stresses in the financial structure of the project.

Recommendation: That you sign the attached PAF amendment.

AGENCY FOR INTERNATIONAL DEVELOPMENT
**PROJECT AUTHORIZATION AND REQUEST
 FOR ALLOTMENT OF FUNDS PART I**

1. TRANSACTION CODE
 A ADD
 C CHANGE
 D DELETE

2. DOCUMENT CODE
5

PAF

3. COUNTRY ENTITY
Interregional

4. DOCUMENT REVISION NUMBER

5. PROJECT NUMBER (7 digits)

6. BUREAU/OFFICE
 A SYMBOL: **DSB** B. CODE:

7. PROJECT TITLE (Maximum 40 characters)

8. PROJECT APPROVAL DECISION
 A APPROVED
 D DISAPPROVED
 DE DEAUTHORIZED

9. EST. PERIOD OF IMPLEMENTATION
 YRS. QTRS

10. APPROVED BUDGET AID APPROPRIATED FUNDS (\$000)

A. APPROPRIATION	B. PRIMARY PURPOSE CODE	PRIMARY TECH. CODE		E. 1ST FY <u>79</u>		H. 2ND FY <u>80</u>		K. 3RD FY <u>81</u>	
		C GRANT	D LOAN	F GRANT	G LOAN	I GRANT	J. LOAN	L GRANT	M. LOAN
(1) PN	450	450		1,760		1,730		2,200	
(2)									
(3)									
(4)									
TOTALS				1,760		1,730		2,200	

A. APPROPRIATION	N. 4TH FY <u>82</u>		O. 5TH FY <u>83</u>		LIFE OF PROJECT		11. PROJECT FUNDING AUTHORIZED		A. GRANT	B. LOAN
	C. GRANT	P. LOAN	R. GRANT	S. LOAN	T. GRANT	U. LOAN	[ENTER APPROPRIATE CODE(S)] 1 - LIFE OF PROJECT 2 - INCREMENTAL LIFE OF PROJECT			
(1) PN	2,400		2,600		11,831*					
(2)										
(3)										
(4)										
TOTALS	2,400		2,600		11,831*		C. PROJECT FUNDING AUTHORIZED THRU		FY <input type="text" value="84"/>	

12. INITIAL PROJECT FUNDING ALLOTMENT REQUESTED (\$000)

A. APPROPRIATION	B. ALLOTMENT REQUEST NO. _____	
	C. GRANT	D. LOAN
(1) PN	1,760	
(2)		
(3)		
(4)		
TOTALS	1,760	

13. FUNDS RESERVED FOR ALLOTMENT

TYPED NAME (Chief, SER/ FM/ FSD)

SIGNATURE

DATE

14. SOURCE/ORIGIN OF GOODS AND SERVICES
 000 941 LOCAL OTHER _____

15. FOR AMENDMENTS, NATURE OF CHANGE PROPOSED

* includes interim project funding obligation (FY 78) of \$1,141,000

DS/PO OFFICIAL FILE

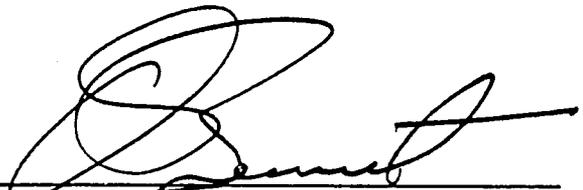
FOR PPC/PIAS USE ONLY	16. AUTHORIZING OFFICE SYMBOL	17. ACTION DATE			18. ACTION REFERENCE (Optional)	ACTION REFERENCE DATE		
		MM	DD	YY		MM	DD	YY
				79				

PROJECT AUTHORIZATION AND REQUEST FOR ALLOTMENT OF FUNDS

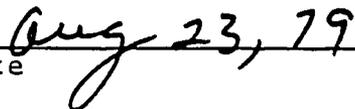
PART II

Name of Country: Interregional
Name of Project: Population Information Program
Number of Project: 932-0659

Pursuant to Section 104 of the Foreign Assistance Act of 1961, as amended, I hereby authorize the Population Information Program involving planned obligations of not to exceed \$10,331,000 in grant funds over a five year period from date of authorization, subject to the availability of funds in accordance with the A.I.D. OYB/allotment process, to help in financing the foreign exchange costs for the project.



Administrator



Date

ACTION MEMORANDUM FOR THE ADMINISTRATOR

THRU: ES *ES*
THRU: ~~AA/PPC, Alexander Shagow~~
FROM: AA/DS, Sander M. Levin

Date: AUG 16 1979

Problem: To obtain your approval for continued support of the Population Information Program, Project No. 932-0659 with grant funding of \$10,331,000 for the period FY 1979 thru 1983. This will result in establishing a total life of program funding of \$11,831,000 for the period FY 1978-1984.

Background: This project was started in 1972 and was administered by The George Washington University under Contract No. AID/csd-3643 until its expiration on April 30, 1978. The program was resumed under JHU* leadership on July 1, 1978 under an interim FY 1978 funding obligation of \$1,141,000, and, to date, it has received additional (FY 1979) funds totalling \$359,000. The original PROP, approved in 1972, has been several times amended and extended but expires on September 30, 1979 and will be superseded upon approval of the new PP document.

During an in-house review May 25, 1979 and the Inter-Bureau Review on July 12, 1979, several issues were raised but have been resolved and appropriate language changes incorporated into the document. These principally concerned:

- Scheduling an intensive and external evaluation of the project in the second half of FY 1980, i.e., earlier than the second quarter of 1981 as first proposed. (The last such assessment was in mid-1975.)
- Providing for additional coordination between DS/POP and the Regional Bureaus in the matter of topic selection for the Population Reports, a major output of the program, and in the establishment of information network linkages and distribution channels with LDC organizations.
- Broadening the scope and thrust of the project's publication content to serve more paramedical personnel.

It was the consensus of those attending the Inter-Bureau review that the PIP activity provides an excellent service in terms of disseminating highly useful and credible scientific information to a wide range of countries and organizations. It should perhaps be noted that, as of June 1979, the Population Reports mailing list, which is continuously updated, numbered

* Johns Hopkins
University

55,951 recipients in 182 countries or geographic entities. Additionality, during the past six months, the PIP Staff has responded to 330 special information requests, primarily from LDC population/family planning organizations, which involved computerized literature searches through its POPINFORM data base and network linkages or brief personal research assignments. This is a more than 300% increase over the number of requests serviced during the first six months of the new JHU contract.

Recommendation: That you sign the attached Project Authorization and Request for Allotment of Funds (PAF), Part II, thereby:

1. Approving funding of \$10,331,000 for the period FY 1979-1984; and
2. Authorizing FY 1979 funding of \$1,760,000.

Attachment: a/s

DS/POP/IE:MDRothe:sf:7/23/79 235-8081

Clearance: GC:MBall ARR for MB Aug 17, 1979

Doug - Please, before you sign
 before your request for funding
 within that time frame (I don't
 know if you have a date before Aug 31)
 I suggest you take a look
 at last page of report -
 the key items - which provide
 a concise summary (dipped page)
 jgk

UNITED STATES GOVERNMENT

Memorandum

TO : DS/POP, Mr. Joseph Speidel

DATE: August 13, 1979

FROM : GC/TFHA, Stephen STTisa

SUBJECT: Population Information Program -- Distribution of Reports
in Communist Countries

In reviewing the project paper for the Population Information Program seeking an additional \$11.8 million to continue a population information collection and dissemination activity that commenced in 1972, we noted that Annex D indicates that copies of reports produced by the contractor with A.I.D. funding are being distributed throughout the world, including Communist countries. Since I was informed that such a distribution had never been cleared by the General Counsel's Office, I requested additional information regarding the background, nature and cost of the distribution. The attached explanation, which is proposed for insertion in the project paper, was provided to me.

Briefly, I was informed that the primary reason for the distribution in Communist countries was to develop a network of information exchange under which the contractor is provided information regarding current population methods, techniques, laws, and policies being used in family planning and population programs in the Communist countries. This is important because the original project had as its objective the collection of this information throughout the world so it could be computerized and available for dissemination and use in population programs in developing countries. I have been advised that it is not practicable to obtain the required current information in those countries except through the information exchange used in the project. I have also been advised by Mr. Rothe that distribution in Communist countries is only 1.9 percent of total distribution; that the estimated total cost per copy of the report is approximately \$.80 and that the total annual cost of distribution in Communist countries is approximately \$4,000.

Although furnishing assistance to many of the countries on the distribution list is prohibited under the Foreign Assistance Act, it is my opinion that an exchange of information undertaken primarily to gain access to information about population matters in Communist countries that would



not otherwise be available to the A.I.D. contractor for dissemination in developing countries, is not assistance to the Communist countries.

Likewise, copies of the report distributed at the request of the U.S. Delegate on the United Nations Population Commission and by U.S. representatives at the Bucharest Conference in 1974 are not assistance to the countries involved.

I am concerned, however, that institutions in Communist countries are included on the distribution list when it is known that such institutions are carrying out training programs for population program personnel from developing countries that also receive U.S. assistance. Such activities depending upon the facts in each case, may be difficult to justify in light of the regulations (Handbook 1, Supplement B, Chapter 9) established by A.I.D. pursuant to Section 620(h) of the Foreign Assistance Act to avoid commingling of U.S. and Communist bloc assistance activities. I suggest that such institutions be deleted from the distribution list unless they can be justified on the basis of the information exchange as described above.

Finally, I am concerned that this information exchange in Communist countries has been undertaken and continued since 1972 without DS/POP seeking advice from the General Counsel's Office regarding whether such an exchange is assistance to Communist countries prohibited under the Foreign Assistance Act. I would hope that in the future DS/POP will request such advice on any similar matters.

AID 1350-1X
(1-78)

DEPARTMENT OF STATE
AGENCY FOR
INTERNATIONAL DEVELOPMENT

1. Cooperating Country
Worldwide

Page 1 of 3 Pages

PIO/T

PROJECT IMPLEMENTATION
ORDER/TECHNICAL
SERVICES

2. PIO/T No.
932-0659-3297551

3. Original or
Amendment No. _____

4. Project/Activity No. and Title
932-0659
**Rapid Diffusion of Population Research
Findings--Population Information Program**

DISTRIBUTION

5. Appropriation Symbol
72-1191021.4

6. Allotment Symbol and Charge
944-32-099-00-81-91

7. Obligation Status
 Administrative Reservation Implementing Document

8. Project Assistance Completion Date
(Mo., Day, Yr.) **6/30/81**

9. Authorized Agent
AID/W

10. This PIO/T is in full conformance with PRO/AG
Date _____

11a. Type of Action and Governing AID Handbook
 AID Contract (HB 14) PASA/RSSA (HB 12) AID Grant (HB 13) Other

11b. Contract/Grant/PASA/RSSA
Reference Number (if this is an
Amendment)
Contract AID/DSPE-C-005

12. Estimated Financing (A detailed budget in support of column (2) is attached as attachment no. _____)

		(1) Previous Total	(2) Increase	(3) Decrease	(4) Total to Date
Maximum AID Financing	A. Dollars		\$359,000		\$359,000
	B. U.S.-Owned Local Currency				

14a. Instructions to Authorized Agent

The purpose of this PIO/T is to provide funding to complete activities during the first year of this project (through 6/30/79) carried out under the Population Information Program contract (AID/DSPE-C-005) with the Johns Hopkins University. An illustrative budget is included in this PIO/T. All other terms and conditions remain the same.

During the funding period a new Project Paper is expected to be approved, authorizing additional funding increments required to continue the contract until its expiration 6/30/81.

14b. Address of Voucher Paying Office

15. Clearances—Include typed name, office symbol, telephone number and date for all clearances.

A. The project officer certifies that the specifications in the statement of work are technically adequate

Phone No.
235-8081
Date
5/11/79

B. The statement of work lies within the purview of the initiating and approved agency programs Date

DS/POP/DIR, P. Baldi

DS/POP/IE, Marschal Rothe

C. **DS/POP/IE, Griffith Davis**
DS/POP, W. Milligan

Date
12/1/79

D. Funds for the services requested are available
FUNDS RESERVED BY

DS/PO, M. Egan

E. **DS/POP, R. T. Ravenholt**

Date

POSTED
SER/FM/CSD

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

Signature _____ Date _____
Title _____

17. For the Agency for International Development

Signature **Kenneth A. Milow** Date **6/15/79**
Title **K. Milow**
DS/PO

DS/PO OFFICIAL

Worksheet

AID 1350-1X (1-78)	DEPARTMENT OF STATE AGENCY FOR INTERNATIONAL DEVELOPMENT	1. Cooperating Country Interregional	Page 1 of 4 Pages
		2. PIO/T No. 329 7551	3. <input type="checkbox"/> Original or Amendment No. <u>1</u>
PIO/T	PROJECT IMPLEMENTATION ORDER/TECHNICAL SERVICES	4. Project/Activity No. and Title 932-0659 Population Information Program (PIP)	

DISTRIBUTION	5. Appropriation Symbol 72-1191021.4	6. Allotment Symbol and Charge 944-36-099-00-81-91
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7. Obligation Status <input checked="" type="checkbox"/> Administrative Reservation <input type="checkbox"/> Implementing Document	8. Project Assistance Completion Date (Mo., Day, Yr.) 6/30/83
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9. Authorized Agent AID/W	10. This PIO/T is in full conformance with PRO/AG Date _____
-------------------------------------	---

11a. Type of Action and Governing AID Handbook <input checked="" type="checkbox"/> AID Contract (HB 14) <input type="checkbox"/> PASA/RSSA (HB 12) <input type="checkbox"/> AID Grant (HB 13) <input type="checkbox"/> Other	11b. Contract/Grant/PASA/RSSA Reference Number (if this is an Amendment) AID/DSPE-C-005
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12. Estimated Financing (A detailed budget in support of column (2) is attached as attachment no. appears on page 3.

Maximum AID Financing	A. Dollars	(1) Previous Total	(2) Increase	(3) Decrease	(4) Total to Date
				\$359,000	\$941,000
	B. U.S.-Owned Local Currency				

DS/PO OFFICIAL FILE

13. Mission References

14a. Instructions to Authorized Agent

The purposes of this PIO/T are: (1) to provide incremental FY 1979 funding for activities of this ongoing project, as carried out under Contract AID-dspe-C-005 with The Johns Hopkins University, and (2) to alter the Work Scope as noted on Page 2.

All other terms and conditions remain the same.

This PIOT Amendment also changes the Appropriation Symbol and Allotment Symbol to 72-1191021.4 and 944-36-099-00-81-91, respectively.

14b. Address of Voucher Paying Office
Program Accounting Division, Office of Financial Management
Room 607, SA-12, AID/Washington, D.C. 20523

15. Clearances—Include typed name, office symbol, telephone number and date for all clearances.

A. The project officer certifies that the specifications in the statement of work are technically adequate. DS/POP/IE, <i>Marschal D. Rothe</i>	Phone No. 235-8081 Date _____	B. The statement of work files within the purview of the initiating and approved agency programs DS/POP, P. Baldi <i>P.B.</i>	Date 8/2/79
C. DS/POP/IE, Griffith J. Davis DS/POP/DIR, Wesley Milligan <i>W.M.</i>	Date 8/2/79	D. Funds for the services requested are available. DS/PO, M. Egan <i>M.E.</i> FUNDS RESERVED BY <i>J. Speidel</i> POSTED 8/24 SER/FM/CSD <i>8/24/79</i>	
DS/POP, J. Joseph Speidel <i>J. Speidel</i>	Date 8/2/79		

16. For the cooperating country: The terms and conditions set forth herein are hereby agreed to	17. For the Agency for International Development <i>Kenneth Milow</i> Signature Ken Milow Date 8/24/79 Title Chief, DS/PO
Signature _____ Date _____	
Title _____	

Worksheet

1350-1X
B)

DEPARTMENT OF STATE
AGENCY FOR
INTERNATIONAL DEVELOPMENT

1. Cooperating Country
Interregional

Page 1 of 3 Pages

PIO/T

PROJECT IMPLEMENTATION
ORDER/TECHNICAL
SERVICES

2. PIO/T No.
3297584

3. Original or
Amendment No. _____

4. Project/Activity No. and Title
932-0659
Population Information Program

DISTRIBUTION

5. Appropriation Symbol
72-1181021.4

6. Allotment Symbol and Charge
944-32-099-00-81-91

7. Obligation Status
 Administrative Reservation Implementing Document

8. Project Assistance Completion Date
(Mo., Day, Yr.) 6/30/83

9. Authorized Agent
AID/W

10. This PIO/T is in full conformance with PRO/AG
Date _____

11a. Type of Action and Governing AID Handbook
 AID Contract (HB 14) PASA/RSSA (HB 12) AID Grant (HB 13) Other

11b. Contract/Grant/PASA/RSSA
Reference Number (if this is an
Amendment)
AID/DSPE-C-005

12. Estimated Financing (A detailed budget in support of column (2) ~~is attached to this report~~ appears on Page 2)

Maximum AID Financing	A. Dollars	(1) Previous Total	(2) Increase	(3) Decrease	(4) Total to Date
		\$1,300,000	\$460,000		\$1,760,000
	B. U.S.-Owned Local Currency				

13. Mission Reference

14a. Instructions to Authorized Agent
The purpose of this PIO/T is to provide additional funding for ongoing activities of the Population Information Program under Contract AID-DSPE-C-005 with The Johns Hopkins University for the period 7/1/78 through 9/30/79.

A new Project Paper providing authority for activities through 6/30/83 was approved in August 1979. A Congressional Notification of this increased funding obligation is now in process.

Except as noted all other terms and conditions remain the same.

14b. Address of Voucher Paying Office
Program Accounting Division, Office of Financial Management
Room 607, SA-12, AID/Washington, D.C. 20523

15. Clearances—Include typed name, office symbol, telephone number and date for all clearances.

A. The project officer certifies that the specifications in the statement of work are technically adequate
DS/POP/IE, Marschal D. Rorhe *Marschal D. Rorhe*
Phone No. 235-8081
Date 8/13/79

B. The statement of work lies within the purview of the initiating and approved agency programs
Date 8/14/79
DS/POP/DIR, P. Baldo *P. Baldo*

C. DS/POP/DIR, Wesley Milligan *W. Milligan* 8/13/79
DS/POP/IE, Griffith J. Davis *G. J. Davis* 8/13/79

D. Funds for the services requested are available
DS/PO, M. Farris *M. Farris* 8/13/79
POSTED
FPM/CSD

E. DS/POP, J. Joseph Speidel *J. Speidel* 8/14/79

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

17. For the Agency for International Development
Signature Ken Milow *Ken Milow* Date 8/30/79
Title Chief, DS/PO

DS/PO OFFICIAL FILE

AID 1300-1X (1-78)	DEPARTMENT OF STATE AGENCY FOR INTERNATIONAL DEVELOPMENT	1. Cooperating Country Interregional	Page 1 of 4 Pages
		2. PIO/T No. 3606267	3. <input checked="" type="checkbox"/> Original or Amendment No. _____
		4. Project Activity No. and Title 932-0659 Population Information Program	
		5. Appropriation Symbol 72-1101021.4	

DISTRIBUTION	5. Appropriation Symbol 72-1101021.4	6. Allotment Symbol and Charge 044-36-099-00-31-01
	7. Obligation Status <input checked="" type="checkbox"/> Administrative Reservation <input type="checkbox"/> Implementing Document	8. Project Assistance Completion Date (Mo., Da., Yr.) 6/30/83
	9. Authorized Agent AID/W	10. This PIO/T is in full conformance with PRC/AG Date _____
	11a. Type of Action and Governing AID Handbook <input checked="" type="checkbox"/> AID Contract (HB 14) <input type="checkbox"/> PASA/RSSA (HB 12) <input type="checkbox"/> AID Grant (HB 13) <input type="checkbox"/> Other	11b. Contract/Grant/PASA/RSSA Reference Number (If this is an Amendment) 0005 AID/dspe-C-005

12. Estimated Financing (A detailed budget in support of column (2) is attached as attachment no. _____)

Maximum AID Financing	A. Dollars	(1) Previous Total	(2) Increase	(3) Decrease	(4) Total to Date
					\$1,730,000
	B. U.S.-Owned Local Currency				

13. Mission References

14a. Instructions to Authorized Agent

The purposes of this PIO/T are: (1) to provide incremental FY 1980 funding for activities of this ongoing project, as carried out under Contract AID/dspe-C-005 with The Johns Hopkins University, and (2) to alter one item of the Work Scope as noted on Page 2.

All other terms and conditions remain the same.

DS/PO OFFICIAL FILE

FUNDS RESERVED BY
[Signature]
RECEIVED 12/27/79
DS/PO/DIR

14b. Address of Voucher Paying Office
Program Accounting Division, Office of Financial Management
Room 607, SA-12, AID/Washington, D.C. 20523

15. Clearances—Include typed name, office symbol, telephone number and date for all clearances.

A. The project officer certifies that the specifications in the statement of work are technically adequate DS/POP/IE, <i>Marschal G. Rothe</i>	Phone No. 235-8081 Date 11-30-79	B. The statement of work lies within the purview of the initiating and approved agency programs DS/POP, P. Baldi <i>[Signature]</i>	Date 11/30/79
C. DS/POP/IE, Griffith J. Davis DS/POP/DIR, Wesley Milligan <i>[Signature]</i>	Date 11-30-79	D. Funds for the services requested are available DS/PO, M. Egan <i>[Signature]</i>	
E. DS/POP, J. J. Speidel <i>[Signature]</i>	Date 11-30-79		

16. For the cooperating country: The terms and conditions set forth herein are hereby agreed to	17. For the Agency for International Development:
Signature _____ Date _____	Signature <i>Kenneth A Milow</i> Ken Milow Date 12/10/79
Title _____	Title Chief, DS/PO

Worksheet

AID 1350-1X
(1-78)

DEPARTMENT OF STATE
AGENCY FOR
INTERNATIONAL DEVELOPMENT

1. Cooperating Country
Interregional

Page 1 of Pages

PIO/T

PROJECT IMPLEMENTATION
ORDER/TECHNICAL
SERVICES

2. PIO/T No.
3606267

3. Original or
Amendment No. 1

4. Project/Activity No. and Title
932-0659
Population Information Program

DISTRIBUTION

5. Appropriation Symbol
72-1101021.4

6. Allotment Symbol and Charge
044-36-099-00-81-01

7. Obligation Status
 Administrative Reservation Implementing Document

8. Project Assistance Completion Date
(Mo., Day, Yr.) 6/30/81

9. Authorized Agent
AID/W

10. This PIO/T is in full conformance with PRO/AG
N/A Date

11a. Type of Action and Governing AID Handbook
 AID Contract (HB 14) PASA/RSSA (HB 12) AID Grant (HB 13) Other

11b. Contract/Grant/PASA/RSSA
Reference Number (If this is an
Amendment)
AID/DSPE-C-0005

12. Estimated Financing (A detailed budget in support of column (2) is attached as attachment no. _____)

Maximum AID Financing	A. Dollars	(1) Previous Total	(2) Increase	(3) Decrease	(4) Total to Date
		1,730,000			
	B. U.S.-Owned Local Currency				

13. Mission
References

14a. Instructions to Authorized Agent

The purpose of this unfunded PIO/T is to expand the scope of work to include automated data processing for the entire contract period and provide a full-time staff to liaison with the National Library of Medicine. Accordingly, this PIO/T authorizes the increase of the life-of-contract budget from \$4,773,001 to \$5,097,622.

NOTED
DATE

14b. Address of Voucher Paying Office

Office of Financial Management
Room 607, SA-12 AID/Washington, D.C. 20523

15. Clearances—Include typed name, office symbol, telephone number and date for all clearances.

A. The project officer certifies that the specifications in the statement of work are technically adequate

Phone No. 5336

B. The statement of work lies within the purview of the initiating and approved agency programs

Date

DS/POP/R, J. Heiby JH

Date 7/16/80

DS/POP/DIR, P. Baldi JB

3/8/80

C. DS/POP/R, D. Gillespie DJ

Date 7/6/80

D. Funds for the services requested are available

DS/POP/DIR, W. Milligan WM

Date 8/8/80

E. DS/POP/IE, G. Davis GL

Date 8/8/80

DS/POP/DIR, J. Speidel JS

Date 8/8/80

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

17. For the Agency for International Development

Signature

Date

Signature

Date

Title

Title

K. Milow

Kenneth A. Milow

8/12/80

Chief, DS/PO/PR

DS/PO OFFICIAL FILE

Worksheet

AID 1350-1X (1-78)	DEPARTMENT OF STATE AGENCY FOR INTERNATIONAL DEVELOPMENT	1. Cooperating Country Interregional	Page 1 of 3 Pages
		2. PIO/T No. : 3611062	3. <input checked="" type="checkbox"/> Original or Amendment No. _____
		4. Project/Activity No. and Title 932-0659 Population Information Program	
PIO/T	PROJECT IMPLEMENTATION ORDER/TECHNICAL SERVICES		

DISTRIBUTION	5. Appropriation Symbol 72-1111021.4		6. Allotment Symbol and Charge 144-36-C99-00-81-11	
	7. Obligation Status <input checked="" type="checkbox"/> Administrative Reservation <input type="checkbox"/> Implementing Document		8. Project Assistance Completion Date (Mo., Day, Yr.) 6/30/81	
	9. Authorized Agent AID/W		10. This PIO/T is in full conformance with PRO/AG N/A Date _____	
	11a. Type of Action and Governing AID Handbook <input checked="" type="checkbox"/> AID Contract (HB 14) <input type="checkbox"/> PASA/RSSA (HB 12) <input type="checkbox"/> AID Grant (HB 13) <input type="checkbox"/> Other		11b. Contract/Grant/PASA/RSSA Reference Number (If this is an Amendment) AID/DSPE-C-0005	

12. Estimated Financing (A detailed budget in support of column (2) is attached as attachment no. _____)

Maximum AID Financing		(1) Previous Total	(2) Increase	(3) Decrease	(4) Total to Date
		A. Dollars		466,662	
B. U.S.-Owned Local Currency					

13. Mission References	14a. Instructions to Authorized Agent The purpose of this PIO/T is to provide additional funding for contract AID/DSPE-C-0005 as presently negotiated through the end of year 3, or June 30, 1981. All terms and conditions in current contract as amended remain the same.
	14b. Address of Voucher Paying Office Program Accounting Division, Office of Financial Management, Room 607, SA-12 AID/Washington, D.C. 20523

DS/PO OFFICIAL FILE

FUNDS RESERVED BY
[Signature]
DATE 11/21/80
SER./NO./OFF.

15. Clearances—Include typed name, office symbol, telephone number and date for all clearances.			
A. The project officer certifies that the specifications in the statement of work are technically adequate	Phone No. 235-8081	B. The statement of work lies within the purview of the initiating and approved agency programs	Date
DS/POP/IE, A. Bernal <i>aeB</i>	Date 10/17/80	DS/POP, P. Baldi <i>[Signature]</i>	11/7/80
C. DS/POP/IE, G. Davis <i>[Signature]</i>	Date 10/17/80	D. Funds for the services requested are available	
DS/POP/R, J. Heiby <i>[Signature]</i>	Date 10/17/80	DS/PO, R. Meehan <i>[Signature]</i>	
E. DS/POP, W. Milligan <i>[Signature]</i>	Date 11/7/80	FM/PAD, Barbara Williams	
DS/POP, J. Speidel <i>[Signature]</i>	Date 11/7/80	DS/PO, M. Egan	

16. For the cooperating country: The terms and conditions set forth herein are hereby agreed to	17. For the Agency for International Development
Signature _____ Date _____	Signature <i>Kenneth A. Milow</i> Date 11/12/80
Title _____	Title DS/PO, Kenneth A. Milow

AID 1350 (2-1978)

DEPARTMENT OF STATE
AGENCY FOR
INTERNATIONAL DEVELOPMENT

1. Cooperating Country

Interregional

Page 1 of 8 Pages

PIO/T

PROJECT IMPLEMENTATION
ORDER/TECHNICAL
SERVICES

2. PIO/T No.

932-0639 3611002

3. Original or

Amendment No. 1

4. Project/Activity No. and Title

Population Information Program
(932-0659)

DISTRIBUTION

5. Appropriation Symbol
72.1111021.4

6. Allotment Symbol and Charge
144-36-099-00-81-11

7. Obligation Status

Administrative Reservation

Implementing Document

8. Project Assistance Completion Date

(Mo., Day, Yr.)
6/30/83

9. Authorized Agent

AID

10. This PIO/T is in full conformance with PRO/AG

N/A

Date

11a. Type of Action and Governing AID Handbook

AID Contract
(HB 14)

PASA/RSSA
(HB 12)

AID Grant
(HB 13)

Other

11b. Contract/Grant/PASA/RSSA
Reference Number (If this is an
Amendment)

AID/DSPE-C-0005

12. Estimated Financing (A detailed budget in support of column (2) is attached as attachment no. _____)

Maximum AID Financing	A. Dollars	(1) Previous Total	(2) Increase	(3) Decrease	(4) Total to Date
		466,662	1,000,000		
	B. U.S.-Owned Local Currency				

13. Mission Reference

J. E. Owens
Memo to AS
and Heads of
Offices,
dated
Sept. 18, 80

14a. Instructions to Authorized Agent

The purpose of this amendment is to authorize SER/COM to negotiate a two year extension of contract AID/DSPE-C-0005 with the Johns Hopkins University for the Population Information Program project and to provide incremental funds for project activities starting 7/1/81. Total cost of the two year extension is estimated at \$5,060,000 and funds will be provided incrementally; \$1,000,000 obligated under this PIO/T covers the initial 4-6 months of project activities.

All terms and conditions of the original contract and amendments remain unchanged except as outlined here. The scope of work remains as originally agreed upon and/or amended; however the Proposed Time Schedule pages 22-25, in original contract, is amended to reflect scope of work for years four and five as follows on the attached pages.

14b. Address of Voucher Paying Office

Program Accounting Division, Office of Financial Management, Room 607, SA-12
AID/Washington, D.C. 20523

15. Clearances—Include typed name, office symbol, telephone number and date for all clearances.

The project officer certifies that the specifications in the statement of work are technically adequate	Phone No. 235-8081	B. The statement of work lies within the purview of the initiating and approved agency programs	Date
	Date 12/31/80		DS/POP: Patricia Baldi
DS/POP/IE: A.E. Bernal	Date	D. Funds for the services requested are available.	FUNDS REQUESTED BY Barbara Williams 7/2/81
DS/POP/IE: G.J. Davis DS/POP/R: J. Heiby (Draft)	1/5/81		
DS/POP: W. Allen DS/POP: W. Milligan DS/POP: J. Speidel	Date 1/14/81 1/21/81	FM/PAD, Barbara Williams	

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

Signature _____ Date _____

17. For the Agency for International Development

Signature Kenneth Milow Date 5/7/81

Title Kenneth Milow, DS/PO

OFFICIAL FILE

COST REIMBURSEMENT CONTRACT WITH AN EDUCATIONAL INSTITUTION

(Amount Obligated: \$1,141,000) 4

AGENCY FOR INTERNATIONAL DEVELOPMENT NEGOTIATED CONTRACT NO. AID/DSPE-C-0005

NEGOTIATED PURSUANT TO THE FOREIGN ASSISTANCE ACT OF 1961, AS AMENDED, AND EXECUTIVE ORDER 11223	TOTAL ESTIMATED CONTRACT COST \$4,773,001
CONTRACT FOR: Population Information Program	CONTRACTOR (Name and Address) The Johns Hopkins University School of Hygiene and Public Health
PROJECT NO: 932-0659	NAME 615 North Wolfe Street
ISSUING OFFICE (Name and Address) PE Branch Central Operations Division Office of Contract Management Agency for International Development Washington, D.C. 20523	STREET ADDRESS Baltimore, Maryland 21205
ADMINISTRATION BY Issuing Office	CITY, STATE, AND ZIP CODE COGNIZANT SCIENTIFIC/TECHNICAL OFFICE DS/POP/IE
MAIL VOUCHERS (Original and 3 copies) TO: Agency for International Development Office of Controller, SER/FM/PAD Washington, D.C. 20523	ACCOUNTING AND APPROPRIATION DATA PLOT NO. 3287509 APPROPRIATION NO. 72-1181021-4 ALLOTMENT NO. 844-32-099-00-81
EFFECTIVE DATE 7/1/78	ESTIMATED COMPLETION DATE 6/30/81

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 Maryland with its principal office in Baltimore, Maryland 21205, 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.

This Contract consists of this Cover Page, the Table of Contents, and the Schedule consisting of _____ pages, the General Provisions (Form AID 1420-23C), dated 7-1-76 and the Additional General Provisions dated 7-1-76 (Form AID 1420-23D)

NAME OF CONTRACTOR The Johns Hopkins University	UNITED STATES OF AMERICA AGENCY FOR INTERNATIONAL DEVELOPMENT
BY (Signature of authorized individual) 	BY (Signature of Contracting Officer)
TYPED OR PRINTED NAME D. A. Henderson, M.D., M.P.H.	TYPED OR PRINTED NAME R. J. O'Brien
TITLE Dean, School of Hygiene and Public Health	CONTRACTING OFFICER FUNDS AVAILABLE \$1,141,000
DATE 6.30.78	DATE 30 JUN 1978

**SCHEDULE
COST REIMBURSEMENT CONTRACT**

Contract No. AID/DSPE-C-0005

TABLE OF CONTENTS

SCHEDULES

The Schedule, on pages 1 through 38, consists of this Table of Contents and the following Articles:

- ARTICLE I - STATEMENT OF WORK
- ARTICLE II - TECHNICAL DIRECTIONS
- ARTICLE III - KEY PERSONNEL
- ARTICLE IV - PERIOD OF CONTRACT
- ARTICLE V - ESTIMATED COST AND FINANCING
- ARTICLE VI - BUDGET
- ARTICLE VII - COSTS REIMBURSABLE TO CONTRACTOR
- ARTICLE VIII - ESTABLISHMENT OF OVERHEAD RATE
- ARTICLE IX - PERSONNEL COMPENSATION
- ARTICLE X - SPECIAL PROVISIONS
- ARTICLE XI - ALTERATIONS IN CONTRACT

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 7/1/76, and form AID 1420-23D, entitled "Additional General Provisions - Cost Reimbursement Contract with an Educational Institution," dated 7/1/76.

ARTICLE I - STATEMENT OF WORK

A. Objectives: During the period of this contract, the Contractor will undertake tasks to provide a Population Information Program as a service for collection and analysis of worldwide population information and its rapid diffusion among professional, public and government users working with or in less developed countries, with the goal of assisting such countries in selecting, utilizing, and improving suitable fertility control methods, distribution systems, and policy and legal fertility control methods, distribution systems and policy and legal options to achieve their respective population and development objectives.

Some additional objectives are as follows:

1. Within the broad field of population information, education, and communications (IEC), there are five basic approaches: (a) face to face communication; (b) use of mass media; (c) communication through formal school systems; (d) communication through voluntary groups and associations; and (e) operation of technical information systems. A primary objective would be the operation of an authoritative technical information service with an additional expanded effort to use the mass media, to promote face to face communication at the policy making level, to stimulate more information exchange through professional and similar voluntary organizations, and to encourage the use of Population Reports materials into the formal school systems at the college or graduate level or in specific training functions.
2. With these broad objectives, the first step in developing a soundly conceived program is to determine what overall communication strategy and program design to use in reaching the goals of that program. This entails selection of (a) appropriate audiences, (b) effective channels of communication for reaching them, (c) basic messages, and (d) an appropriate organizational framework for the implementation of the program.
3. In the selection of target audiences, effort will be directed toward government policy makers, mass media communicators, academic leaders, researchers, physicians and health practitioners (to the extent literate), and all those involved in the implementation and delivery of population or related programs and services. Obviously Population Reports are not designed to be useful directly to illiterate villagers but indirectly as an important way to reinforce those whose responsibility is to justify, develop, implement, and support such grass roots efforts.
4. In the selection of effective channels of communication to reach these target audiences, the Contractor would rely primarily on 8 to 32 page printed Reports. Print materials are in great demand in the developing countries and are widely shared and read. The format of

the Population Reports is deliberately different from newsletters to as to offer a concise, balanced, authoritative overview of a relevant subject area. Use of the mails for dissemination as well as AID facilities and conferences will also be effective.

5. The computerized information system is clearly the way of the future for rapid dissemination of research results and other technical data. The costs and technology are just becoming satisfactory for use of computers in regional and major developing country information centers. Computerized services will soon begin to bypass some of the problems and increasingly high costs of book publication and distribution by utilizing satellites, communications networks, and expanded telephone services. Linking Popinform and Medline will provide an integrated international health and population technical information service, an important first, which can have a direct impact on policy makers, program implementers, and training activities.
6. The basic message to be conveyed to the target audiences through print and computer channels is that of appropriate modern technology, biomedical and social science advances, common experiences in program management and implementation, increased worldwide policy activities and growing international awareness and concern for population issues. Technology transfer and the rapid dissemination of research findings are not the only elements in economic and social development, but they are an important and often underrated part of the process. This program is particularly addressed to filling gaps within that communications process in the delivery of important technical, scientific, and policy messages in the population field.
7. In general terms, the objectives will be to increase population awareness at policy making, policy influencing, and policy implementing levels; to increase specific knowledge of new technology

findings and policies; and to increase the priority and commitment that private organizations, government, and international agencies assign to population issues.

B. Plan of Work

1. Methodology and Project Outputs

In providing services of collection, analysis, and dissemination of accurate, up-to-date information on family planning/population research and programs worldwide, the contractor will undertake the following measures and activities:

- a. Maintenance of a Core Staff: A competent, qualified Core Staff and Project Director will be maintained, covering a wide range of skills in medical and scientific writing and editing; information system management; publication production; mailing systems development and utilization; knowledge of contraceptives marketing and services in lesser developed countries, family planning programs, and the academic and professional persons who are generating new light and experience in the field.

The staff will be headed by the Project Director and Co-Director. Experts will be associated with the project as a Program Committee and Editorial Review Board for all publications. Members shall be internationally recognized in population studies, obstetrics, gynecology, public health, demography, and tropical medicine. They will contribute to the program a dimension of professional skill and experience in international health. A continuing pool of qualified and dedicated candidates, both U.S. and foreign graduates and others committed to population and public health to work for the program, shall be assured. In addition, other qualified people with experience in computerized information retrieval shall be utilized.

Working ties with individuals and institutions in developing countries who can contribute significantly to the substance of the Reports and to their wider dissemination shall be maintained. Health and population leaders will be encouraged to participate officially and unofficially in assuring wide distribution and use of the Reports. Current trainees and those with whom contact is made during overseas sessions will be specifically recruited to participate as contributors of data, sources of new names and addresses, and personal distributors of the Reports. Key staff shall be fully recruited within three months.

- b. Multi-print Publications: The principal output of this project will be a series of population reports.
- (1) The series will cover the files of contraceptive technology including current developments in drugs, techniques or equipment, method of application, mode of action, contraceptive effectiveness, side effects and safety, practicality in field settings, cost factors, current status of distribution to users, continuation rates of use, and evaluation of demographic impact; law and public policy affecting contraceptive availability, marriage and reproduction, and economic and social factors affecting fertility; family planning programs, including such aspects as delivery systems, incentive programs, acceptor data and evaluation, program impact on development, progress of outstanding programs, etc.
 - (2) Development of content of population reports, when appropriate and mutually agreeable between the Contractor, the AID Technical Office and the appropriate AID contractors or grantees, will draw upon currently sponsored or funded projects now producing information in the project's subject areas. Other preparation or merging of information output media will be considered with the relationship and financing as mutually agreeable between the Contractor, the AID Technical Office and the AID contractors.
 - (3) Subject areas for the population reports will include, but are not limited to, the following topical or series headings:
 - a Oral Contraceptives
 - b Intrauterine Devices
 - c Sterilization, Female
 - d Sterilization, Male
 - e Law and Policy
 - f Pregnancy Termination
 - g Prostaglandins
 - h Barrier Methods
 - i Periodic Abstinence
 - j Family Planning Programs

k Injectibles and Implants

l Special Topic Monographs

The final titles, organization format and concepts of content of the reports will be developed in collaboration with the cognizant AID Technical Office.

In addition, within these required subject areas, the selection of topics will be assisted by the Editorial Review Board Committee, including but not limited to Johns Hopkins faculty members. This group will also assist in providing relevant material, published and unpublished.

With prior written approval of the cognizant AID Technical Officer, several reports shall be devoted each year to topics of health, disease, and nutrition that are of particular concern in developing countries. These major health issues have important relationships with population/family planning policies and programs because: (1) Mortality and morbidity both influence and are influenced by fertility. Thus, persons involved in programs to limit fertility need to be aware of changes or potential changes in mortality and morbidity. (2) Mortality from tropical diseases and other forms of morbidity common to developing countries is, in itself, an important factor in the demographic status of these nations, and, as the World Population Plan of Action documents, a major source of government concern, (3) Delivery systems that have been developed to combat tropical diseases, such as mass immunization, sanitation and clean-up campaigns, and various education efforts, are also appropriate in many cases for delivery of family planning services. Closer integration of health and family planning delivery systems can benefit from better information, including explicit comparison and analysis of various approaches utilized to control tropical diseases. Information summarizing and synthesizing the state of current knowledge in the fields of developing country health and tropical medicine, where no channel comparable to Population Reports has existed, would be extremely useful for planning integrated family planning and health development programs.

It is intended to include within the health-related Reports appropriate references to the impact of various health programs on mortality, fertility and population growth, the opportunities

for inclusion of family planning services and information within ongoing health programs, and the long term impact of family planning programs on health. Since Reports on health issues will be distributed to influential health policy makers and national leaders, they will help to establish a still wiser audience for the Reports and contribute to a greater sense of population awareness among policy makers who would not normally read technical population materials. This type of outreach information can enhance the reputation and impact of the Reports on population subjects as well and contribute to a better understanding of the pervasive impact of population on the broad aspects of health and health care. The inclusion of a limited number of Reports on health subjects would help the Reports reach a larger, influential audience with relevant information. Two or three reports annually on health issues will be considered. Prior approval will be given by the cognizant Technical Office.

The specific topics and content of the Population Reports shall be worked out jointly between AID and the Contractor. Areas to be considered include the following:

Contraception and Family Planning Programs

IUDs with active ingredients
Vaginal rings
Foaming tablets (Neo Sampoo)
Prostaglandin update
Potential Male Methods
Sterilization update
Oral contraceptive update
Treatment of abortion complications
Acceptance, continuation, and
Effectiveness

Health, Disease and Nutrition

Diarrheal Diseases (cholera)
Schistosomiasis
Filariasis and Onchocerciasis
Malaria
Venereal Diseases
Immunizations -
1. effectiveness
2. delivery systems
Malnutrition -
1. effects on infants
2. effects on women of
reproductive age

Program Administration and Social
Science Findings

Planning for Population, Health and
Nutrition Programs
Primary health care delivery systems
Communications in support of service
programs
Management and Reporting Systems
Commercial retail programs
Lactation and Breastfeeding Update.
Program initiation and development
Programs by and for women
Programs by and for youth
Expanding role of nonphysicians
Employment-based delivery systems and
programs
Lessons from China applicable to
voluntary programs
Demography update
Improving vital statistics registration
World Fertility Survey update
Improved census methods
Changing marriage patterns
Teenage pregnancy update
Resource allocations
Population education
Population Impact Reviews (104(d))

- (5) Special Monographs or bulletins two-four pages in length may be issued to cover actions of the U.S. Food and Drug Administration on specific drugs, devices, and over-the-counter vaginal products used for control of fertility. These Reports for a given drug would indicate (1) what are the questions of concern? (2) What are the data and published materials? (3) What was the recommendation of the Advisory Committee? (4) What action was taken by FDA?, and (5) What reviews or actions, if any, have been taken by other government regulatory bodies and the World Health Organization? An accurate up-to-date report of FDA actions would be extremely useful to policy-makers, program directors and clinicians in the developing world. One staff member shall be assigned to attend the open meetings of the FDA Drug, Device, and Over-the-Counter Advisory Committees, read the literature and prepare these Reports in consultation with an obstetrician-gynecologist on the advisory groups familiar with its work.

- (6) The population reports will be prepared in a looseleaf format to make it possible to add and update continually, thereby providing current and accessible information in the specific fields selected. Full indexing and cross-referencing annually will be provided. Binders will be produced for each language series.

Separate subject tabs, indices by year with full cross-referencing, and standard forms for address changes and addition of new names and addresses will be included in the binders to be distributed within the first two years of operation.

- (7) The population reports will maintain a high standard of scientific objectivity. All data presented will be fully footnoted and as completely verified as possible.

To ensure the highest degree of accuracy, objectivity, and scientific judgment, each report will be reviewed by 10 to 15 experts both within Johns Hopkins University and in other organizations. Reports will be lucid, well-written, and analytical in approach. They will clarify what is already accepted in the field, what is innovative but well-documented, and what remains controversial or still not conclusively proven.

- (8) Each year, subject to production changes agreed upon by AID and the contractor, the following shall be issued:

<u>Estimated Population Reports</u>	<u>*No. of Reports Produced</u>	<u>Copies of Each</u>
English	14	100,000
French Translation	14	15,000
Spanish Translation	14	25,000
Portuguese Translation	14	15,000
Arabic Translation	7	7,000

average of
Each report will be [^]16 pages, 8 1/2" by 11" size, and will be published in two colors, and three-hole punched.

Estimated No. of Abstracts

12,000/year

Since the purpose of the Reports is to keep up with new developments, flexibility must be maintained. With prior AID concurrence, several four to eight page additional Reports or supplements may be issued on very specific research or program issues. Also charts, tables, special forms, graphs, maps or other program or teaching materials may be prepared and disseminated according to identified program needs. These reports are in addition to those required above.

Teaching and training centers will be contacted and consulted about their needs for training materials. With prior AID concurrence, these will be prepared and distributed in appropriate languages based on the Reports.

In addition, with prior concurrence of AID, subcontracts may be concluded with organizations to prepare up to four Reports annually or to purchase the right to reprint other relevant publications after they have been prepared. To meet U.S. postal regulations for second-class mail, the format of the current Population Reports must be retained for all such material.

2. Dissemination of Population Reports. An international mailing list of up to 100,000 names will be maintained and enlarged.
 - (a) Efforts will be directed towards including the growing number of policy makers and mass media outlets, as well as physicians, researchers and health professionals, principally in developing countries, plus major training and information centers elsewhere. Contacts by staff members in selected developing countries, particularly Africa, are planned to identify key audience groups who are not now receiving population reports, but who could benefit from the up-to-date technical information provided by the reports. Reviews of the mailing list will be conducted in collaboration with AID regional desk officers. Further development of the mailing list will draw upon organizations including AID, the Population Council, IPPF, the International Federation of Gynecology and Obstetrics, national

family-planning organizations, professional, medical, legal and population societies. Dissemination to LDCs will be stressed.

The Contractor shall make an organized and systematic effort to increase the number of appropriate developing country recipients to 100,000. A full-time professional staff member shall maintain liaison with all other AID funded population organizations to ensure regular sharing of addresses, updating of names and positions, and addition of new personnel. AID staff in all Washington Bureaus, as well as in overseas missions, will be asked regularly to check and update lists. Major or relevant conferences will be noted and contacts made to distribute Reports and seek new addresses at these meetings.

Second Class mailing shall be the distribution means (1) when addresses are known, (2) when mail services and delivery are adequate. There is great need to reach a wider health, media, and governmental audience than can be reached entirely by mail, however. Therefore, all present Johns Hopkins trainees and appropriate medical and health training centers in developing countries shall be specifically contacted and asked to serve as contributors to and distributors of Population Reports.

The Contractor shall seek to encourage the mass media to play a major role in promoting the Reports and in disseminating the information contained therein. Specific and systematic efforts shall be made to identify key press and media people in developing countries, to contact them directly, by first class mail, by person-to-person meetings and interviews, and by press conferences.

Press releases shall be distributed to coincide with the publication of Population Reports which convey significant new or little-publicized materials. Press conferences shall be held for selected Reports with Johns Hopkins scientists and faculty participating to provide full and accurate medical information, with prior concurrence by the AID Contracting Officer.

- (b) The mailing list will be stratified, allowing selective distribution of information according to scientific discipline, organization, language, and occupational role, etc. The international mailing list will be made available to other organizations to disseminate their publications more widely, conveniently, and economically, with prior approval of the cognizant AID Technical Office.

The format of the mailing list shall include the following categories:

Key People

Organizational Affiliation

Private Agency
U.S. Government
Foreign Government
Commercial
United Nations
Religious Organizations
Libraries
Mass Media (Press, Radio, Television, Advertising)
University
Other

Interest

Medical (all M.D.s)
Law and policy
Social Sciences
Demography
Health and Service Delivery
Biomedical Research
Development
Communications, University or other educational institution)

Country

Language

Specific Lists Added Intact

Deans - Medical Schools
Deans - Public Health Schools
Cabinet Ministers
Chairmen OB-GYN Depts.
National Family Planning Program Directors
Members of National FIGO Affiliates
Directors of Research Institutions from CICRED and IUSSP lists

A detailed review should be made, category by category, to check for accuracy and completeness and, even more importantly, to add names.

Advanced degree recipients, medical school graduates or certified specialists from the leading LDC institutions shall be identified. They will be offered an opportunity to receive Population Reports on a regular basis free of charge.

Addresses and categories will be reviewed, expanded, and individuals contacted on a continuing, intensive, full-time basis, to ensure the widest possible distribution of Reports.

- (c) Mailing arrangements for LDCs will be periodically explored to determine means of distribution at lowest possible cost, including use of bulk air freight shipment of pre-addressed materials with local stamping and mailing. Subcontracts arrangements for local mailing will be explored if appropriate, subject to the Contracting Officer's approval.
- (d) Research on improved distribution and circulation techniques in developing countries, including user-needs studies may be undertaken, as appropriate.

The first step will be to gather and review studies which have already been undertaken by other organizations.

In the second year of the contract, a user-needs survey will be conducted in conjunction with distribution of looseleaf binders. Binders will be sent out to those who respond to a questionnaire and return an up-to-date address. The user survey will address Population Report subjects, presentation, needs for additional material, better means of distribution, and enhanced indigenous participation in developing an information network, as well as confirmed addresses and major category of interest.

3. Reports, Special Responses, etc.

- (a) Preparation (at the request of AID or interested overseas users in the developing countries) of ad hoc reports, overviews, bibliographies, such as specific requests requiring no more than two hours of staff time daily, over the full life of the contract, but with the possibility of further service dependent upon the number of such requests and mutually agreed upon terms. Preference will be given to requests from LDC organizations.
- (b) Responses to ad hoc requests from U.S. population organizations, access to recent individual articles or materials, bibliographies with abstracts, key words, or answers to specific queries, to require no more than two hours of staff time daily in conjunction with "a." above. This time limitation does not include AID contractors and may be waived by mutual agreement of the AID Project Monitor and the contractor.

(c.) To the extent possible, University students in population and trainees in the program will be used in these searches to increase their knowledge of the field and their expertise with computerized retrieval. The availability of this service to developing country organizations will be publicized regularly through the Population Reports.

(d.) Response to Ad Hoc Requests

Senior staff may accept and respond to requests within the time limit guidelines. Responses must be backed up by authoritative sources. A log of such requests will be maintained by each senior staff member and reported monthly to the Project Co-Director. In instances where ad hoc reports or overviews are requested, they will be undertaken in consultation with the Project Co-Director or Director who will determine whether the requests are within the scope and time limit guidelines; the nature and format of the response; assign appropriate responsibility for preparation of the material; and review results to assure accuracy and consistently authoritative responses. If appropriate, members of the Editorial Review Board will be consulted in areas of their special expertise. Requests requiring more than one-half hour of staff time will be submitted to the Project Co-Director for approval. Requests received by mail from developing countries requiring more than one day of staff time will require the approval of both the Project Co-Director and Director.

4. Additional Distribution and Utilization of Information

- (a) In cooperation with the Asia Foundation, Ford Foundation, IPPF, and others active in communications at the national level, a network of developing country press and media personnel will be identified. Through meetings where possible, personal correspondence and other special attention, the media will be encouraged to use the Population Reports and available back-up materials as a reliable and timely source for articles, broadcasts, and other presentations and shows.
- (b) Application of evaluation of feedback procedures to make the publications and distribution as useful, rapid, efficient and cost-effective as possible.

In addition to the questionnaire referred to above, questionnaires will be distributed at appropriate conferences and through medical institutions and overseas training and service centers for comments. Moreover, when training seminars in advanced techniques of fertility management are held by JHPIEGO or others at different centers throughout the developing world, discussion of Population Reports and other relevant information assistance will be included in the presentation. Feedback and participation will be encouraged at every stage and appropriate items included on PIEGO and other training checklists.

(c.) Subcontracts will be entered into which will include the following provisions:

- (1) Purchase of publishing rights to as many as four publications annually on population issues.
- (2) At least until incorporated in MEDLINE, a subcontract to support a computerized information retrieval system for population information.

5. Data Collection

(a.) Collecting of data inputs from a variety of sources will be required but principally, and in depth, from scientific, legal and technical data in the subject fields covered in books, libraries, journals, bibliographies, newsletters, and information systems. The project will identify and catalogue the most recent research, developing the necessary back-up material in the file for more complete analysis.

(b.) This data gathering effort will include, but will not be limited to:

- (1) Regular review and search of scientific publications on a continuing basis including, but not limited to, the American Journal of Obstetrics and Gynecology, Fertility and Sterility, the International Journal of Gynecology and Obstetrics, Demography, Studies in Family Planning, American Journal of Public Health, British Medical Bulletin, Lancet, British Medical Journal, Contraception, Prostaglandins, Endocrinology, Family Planning Perspectives, JAMA, Journal of Family Welfare, Journal of Reproduction and Fertility, Journal of Sex Research, Medical World News, Milbank Memorial Fund Quarterly, Medical Letter, Obstetrics and Gynecology, Ob. Gyn News, Science, Nature, Scientific American, "The Blue Sheet", Drug Research Reports, FDA Reports, American Journal of Sociology,

The Public Interest, the Bulletin of Atomic Scientists, The American Behavioral Scientist, American Journal of Psychology, Comparative Public Administration, American Economic Review, American Sociological Review, Population (INFO), Population Studies, Social Biology, Country Profiles, Reports on Population/Family Planning, International Family Planning Digest, Journal of Biosoc. Science, New England Journal of Medicine. In addition, Population, Population and Development Review, the Journal of Political Economy, The Population Index, Famille et Development, and similar journals will be reviewed.

- (2) New books and monographs in the subject area.
- (3) Papers presented at conferences and internal working papers of organizations and government, including all relevant and available documents and minutes of the USFDA, announcements in the Federal Register, and medical/health columns in periodicals.
- (4) Maintenance of close liaison with U.S. and foreign libraries and bibliographic services dealing with population topics in the subject area. Organizations and services should include but not be limited to: (1) the WHO - Karolinska information program for biomedical research in reproduction; (2) Institute for Scientific Information (Philadelphia); (3) Columbia University; (4) The U.S. National Library of Medicine; (5) Biological Abstracts; (6) Planned Parenthood/World Population; (7) Current Contents; (8) The Inter-Agency Committee on Population Research; (9) UN organizations including UNFPA (Population Division, WHO, UNESCO, ESCAP); (10) Population Council (Current publications in Population/Family Planning); (11) U.S. NIH (Population Sciences; Index of Biomedical Research); (12) Index Medicus; (13) IPPF; (14) Bibliography of Reproduction; and (15) Libraries and Information Services of National Family Planning programs, U.S. and Foreign Foundations and organizations supporting population research.
- (5) Collection of marketing and commercial information as appropriate from pharmaceutical firms. This effort will be coordinated with those of Westinghouse, IPPF, Population Council and others in this field.
- (6) Individuals active in the field will be regularly queried for additional material and requested to keep the Information Program on their mailing list for all new articles.
- (7) Fugitive information will be collected from: miscellaneous reports, newsletters, publications, press reports, articles, plus telephone checks, and frequent contacts, directly or at conferences, with those involved in research, program

and information fields, particularly in the developing countries.

Books and periodicals purchased to date by the Population Information Program with AID funds will become available to the contractor so that data collection and storage will not be interrupted, but can build on and expand from the existing AID-funded collection. The documents identified, classified, and stored as backup data for the computerized information system will also be made available to the contractor to maintain the present system and provide hard copy as requested.

In addition to periodicals mentioned for which subscriptions are needed, newsletters and publications available without charge from population/family planning agencies will be obtained and searched.

The process of identifying important materials, of classifying, abstracting, indexing, editing and otherwise including them in a comprehensive computerized information system will proceed.

Materials will also be drawn from the extensive libraries of the Johns Hopkins Medical Institutions, including the libraries of the Department of Population Dynamics and the Interdepartmental Library of the School of Public Health. Close cooperation will be developed with the population collections in the Department of Population Dynamics which serve the research and training needs of the students and faculty in the School of Hygiene and Public Health.

6. Storage and Analysis

A library will be maintained, wherein population information will be stored in hard copy in accordance with standard library procedures, using Library of Congress classification for book materials and an integrated subject, author, title card catalog for monographs and monographic series. Serials and serials records will be managed according to established library science principles. The library will be staffed by trained library and information science professionals who can select, expedite and manage the flow of information from the library into and out of the computerized storage and retrieval system in the most efficient and cost-effective manner.

A thorough knowledge of library management and information science techniques is essential to the proper management of a complex computer-based information system which will fully and adequately

support the project's publication, information dissemination, and training objectives and also extend support to A.I.D. and LDC program personnel through a rapidly-available comprehensive, current worldwide bibliographic information resource. The on-line computer storage and retrieval system will include the following:

(a.) Maintenance of a Thesaurus

Contractor's Thesaurus will be based on the National Library of Medicine's MeSH (Medical Subject Headings) and provide in-depth indexing in the areas of contraception and contraceptive technology. The terminology will be regularly updated to reflect current trends and usage and reprinted as necessary

(b.) Analysis of Material: Abstracts, Extracts, and Key Words

- (1) All material collected will be analyzed with both the subject areas and type of coverage in mind.
- (2) If a satisfactory informative abstract is not available, one will be prepared and filed for future reference. If publisher's or author's abstracts are used, the regulations of the 1978 copyright law will be observed.
- (3) Key words will be selected for each article from the subject-oriented thesaurus.
- (4) Abstracts will be prepared for use in writing the population reports. The Hopkins Population Information Program will employ JHU graduate students from various disciplines, including the Department of International Health, Department of Ob. Gyn., Tropical Medicine Center, Population Dynamics, and others as abstracters and indexers. In addition a network of Cooperating LDC organizations (CLOs) will be linked to the project to increase the input of LDC information into the data base and the utilization of the services by LDC institutions.

(c.) Computer Storage of Data

The Population Information Program's on-line data base and retrieval service includes six files covering contraception and contraceptive technology, population and family planning programs and policies, with a total of over 50,000 records. The Hopkins Population Information Program will establish an advisory group of contributors and users including NLM to assist in reviewing and making recommendations on the content, organization, maintenance and services of the computerized information system in order to maximize its cost effectiveness and utilization.

Recommendations will be implemented as approved by the AID Technical Office.

The selection of material, accessioning, abstracting, indexing, data conversion, and file updating will be scheduled to minimize the lag time between publication data and on-line accessibility. Items from all sources will be processed at the rate of approximately 200 a week for inclusion in the data base storage. File updates will be scheduled at maximum cost-effective intervals and will be managed so as to offer to CLOs or other international and LDC organizations recurring bibliographies on a selective dissemination of information basis with profiles stored and updated as required.

- (d) It is anticipated that, within approximately one year, the National Library of Medicine (NLM) will maintain and disseminate from the computer-stored population information data base. However, the Population Information Program will continue to prepare bibliographic information, including key words and abstracts suitable for entry into the data base. Within the first six months to a year expected to elapse before joining the NLM information systems, the Hopkins Population Information Program will subcontract the computer storage and servicing to a qualified subcontractor. During this time, the project staff will work closely with AID, NIH-HICHD, and NLM to effect the incorporation of POPINFORM with Population Index and Population Sciences into the NLM information systems for the purpose of developing a single on-line data base which will allow the user access to the entire body of population-related information, including especially the results of Federally-funded research activities and social science related information. Areas to be explored with the Advisory group during the planning and implementation phases of POPLINE are the appropriateness for inclusion of other data bases, such as the Carolina Population Center's computer based information system and the IPPF Information system, the amount of overlap among the data bases being considered, and linkages with LDC networks and information systems.

The contractor shall continue close collaboration with the Center for Population and Family Health at Columbia University in data collection and maintenance of computer records in the areas of applied social science, evaluation, and program development.

The contractor shall expand the Population Information Program into an effective partnership with program, communications and media leaders in the developing world in the preparation and diffusion of timely, scientific information in the related fields of population, family planning and health.

7. Orientation and Training of LDC Communications Personnel

A small training component would be built into the Johns Hopkins Population Information Program to encourage wider distribution of Reports and to familiarize LDC communications and other personnel with the potential of computerizing systems.

(a.) Basic Orientation

For LDC personnel in the U.S. already, as PIEGO trainees, in other university training programs; U.S. and foreign press, and any interested LDC visitors, a one-day orientation would be provided, showing the organization of the PIP, the various sectors, and emphasizing above all the availability of Reports and technical information services on request. The AID Project Monitor shall be advised of the scheduling of this orientation.

(b.) Training for Communications Experts

A week-long program at PIP would be provided for key IEC staff in LDC institutions to assist them in taking on responsibility for an indigenous LDC IEC operation. The AID Project Monitor shall be advised of the scheduling.

(c.) Building LDC Skills

Cooperating with and training LDC personnel to operate as part of an international network in technical information services will increase their own capabilities and outreach. The program will thus serve not only directly as an information support for population, but also indirectly as a form of education, training, and personal and institutional development as well. Just as the PIP began in the U.S. to build a network with Columbia University, Johns Hopkins, North Carolina, and others, so it is now appropriate to begin to build networks with developing country institutions so that they can have even greater access to information about other developing countries as well as developed country efforts.

(d.) An international Advisory Committee will gradually be formed, perhaps in conjunction with PIEGO, to encourage LDC input.

8. Reports

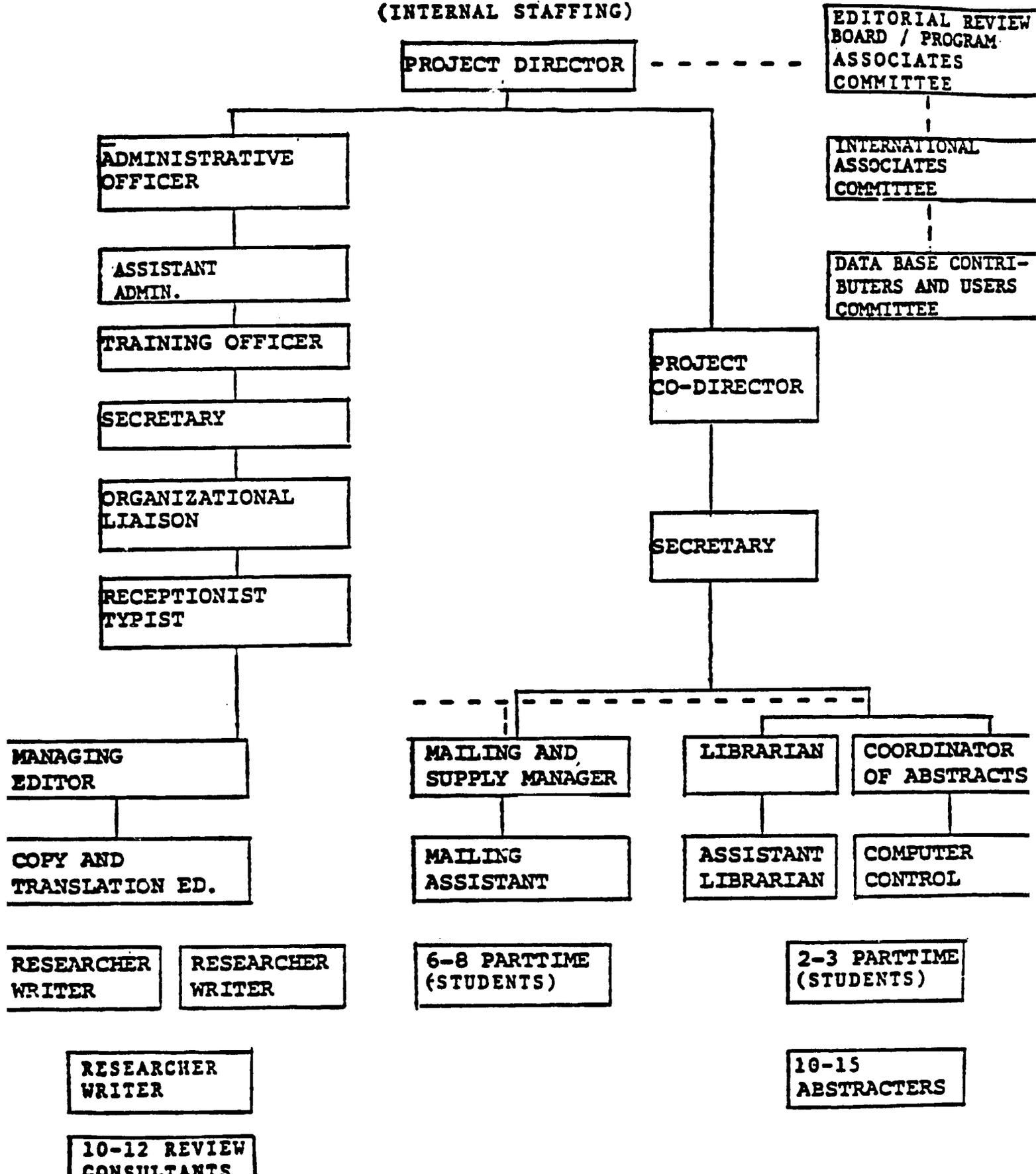
The Contractor shall provide the A.I.D. Project Monitor, PHA/POP/IE, with an additional five copies of all reports required under Contract Provision No. 12, with one copy to the AID/W, Contracting Officer.

9. An organization chart of the proposed Johns Hopkins Population Information Program is contained on page 21 of this Contract. The AID/W; Project Monitor shall be advised prior to any significant change in the organization chart.
10. A proposed Time Schedule for the Johns Hopkins Population Information Program is outlined on pages 22 through 25 of this Contract. The AID/W, Contracting Officer shall be notified in writing of any major slippages in the schedule.
11. A step-by-step summary of the Report preparation process and estimated time per step is contained on pages 26 and 27 of the Contract. The AID/W, Project Monitor shall be advised of any significant change in the process.

-21-
ORGANIZATION CHART

JOHNS HOPKINS POPULATION INFORMATION PROGRAM

(INTERNAL STAFFING)



Proposed Time Schedule

	Program Year					
	1		2		3	
	Halves		Halves		Halves	
	1	2	1	2	1	2
<u>Staff and Personnel</u>						
1. Employ Project Director, Co-Directors, Editors, Writers and key staff not now at Johns Hopkins						X
2. Appoint Editorial Review Board/ Program Associates and hold first meeting						X
<u>Data Collection</u>						
Transfer AID-owned library, documents and previous publications to program headquarters		X				
Order basic subscriptions		X				
Order key reference and other books		X				
Establish operational links with other Hopkins libraries		X				
Secure necessary approvals for computer storage and copying		X				
Contact LDC documentation and training centers for locally available materials and studies on a continuing basis			X			
<u>Publications</u>						
Prepare tentative publications schedule (by Editorial Review Board)		X				
Commission 3-4 Reports by outside consultants		X				
Assign 3-4 Reports to staff writers		X				
Initiate negotiations with other organizations (e.g., Population Reference Bureau) for purchase of publication rights as appropriate		X		X		X
Negotiate subcontract(s) for typesetting (English and Indonesian)		X		X		

Proposed Time Schedule, cont'd.

	Program Year					
	1		2		3	
	Halves	Halves	Halves	Halves	Halves	Halves
	1	2	1	2	1	2
Negotiate subcontract for printing (English and 4 languages)	x		x			
Assign translations (4 languages)	x	x	x	x	x	x
Prepare index for 1977 publications	x					
1978 publications			x			
1979 publications					x	
Schedule bimonthly meetings of Editorial Review Board/Program Associates to review topics, <u>Report</u> drafts, and other program issues	x	x	x	x	x	x
<u>Dissemination of Reports and Information</u>						
Expand mailing lists from present English lists approximately 55,000 to 60,000	x					
65,000		x				
70,000			x			
75,000				x		
80,000					x	
82,000						x
(with commensurate increases in Spanish, French, Portuguese and Arabic)						
Hold press conferences and other media publicity for newsworthy Reports with Editorial Review Board once or twice each half year (see also CLO section)	x	x	x	x	x	x
Negotiate subcontract for list maintenance	x					
Negotiate subcontract for mailing services	x					
Distribute users questionnaire		x				
Negotiate subcontract for binders		x				
Begin distribution of binders		x				
<u>Computer Storage and Retrieval of Data</u>						
Negotiate and maintain subcontract to continue storage and retrieval in present format 6 mo-1 yr.	x					

Proposed Time Schedule, cont'd.

	Program Year					
	1		2		3	
	Halves	Halves	Halves	Halves	Halves	Halves
	1	2	1	2	1	2
Establish procedures for identifying documents (abstracting and storage)	x					
Establish users and contributors Advisory Committee (with NLM)	x					
Recruit and orient 10-15 abstractors	x					
Reach and maintain goal of 20 abstracts per week for conversion to machine readable form (3rd month)	x					
Continue discussions with NLM for conversion of POPINFORM to POPLINE	x	x				
Negotiate with Princeton University, <u>Population Index</u> , AID and NIH for inclusion	x					
Expand U.S. users of computerized information system to						
20		x				
30				x		
50						x
Convert to POPLINE within NLM network			x			
Conversion and integration of <u>Population Index</u> in POPLINE		x				
Develop overseas users						
2					x	
5						x

Proposed Time Schedule, cont'd.

Provide monthly printouts from
POPINFORM-POPLINE

Train CLO staff for expanded data gathering,
dissemination, and use of computer systems

Appoint international Advisory Committee

Schedule annual meetings

Plan for local activities (seminars,
workshops, press briefings) to publicize
Reports and information services within
countries and regions

Training

Schedule orientation sessions with
PIEGO trainees

Invite appropriate LDC visitors and trainees
from other U.S. training centers for
orientation

Program Year					
1		2		3	
Halves		Halves		Halves	
1	2	1	2	1	2
	X				
	X	X	X		
	X				
	X		X		X
		X	X	X	X
	X				
	X	X	X	X	X

Step-by-Step Summary of Report Preparation Process
and Estimated Time Per Step.

The usual process for Report preparation will be as follows, with allowances to be made as necessary for new findings or other important new developments. The timing of each step may vary depending on the length of Report and complexity of subject:

One per 6 months

1. Preparations for and discussions with AID project monitor and technical office as to program priorities and developments for topics. Two weeks.
2. Meeting of Editorial Review Board (ERB) and discussions with members to select topics and establish definitive 6-month schedule and preliminary 18 month-2 year schedule, including possible writers. Two days.
3. Formal AID concurrence on 6 month schedule.
4. Assignment by Project Director of topics to staff writers or consultants, or beginning of negotiations with other organizations for publication rights, as appropriate, for difficult subjects and as recommended by ERB. 1-2 days.
5. Meeting of writers and consultants with Project Director and Managing Editor to review subject, conceptual approach, information sources, subject experts to contact, and other relevant information on assigned topic. 1-2 days.
6. Research by writer utilizing computerized information system, library files, travel and interviews as necessary, personal consultation with ERB members and specialists and preparation and submission of outline. 2-3 weeks.
7. Review of outline by Project Director and Managing Editor with consultation as appropriate with ERB. 1-3 days.
8. Preparation of first draft by writer. 2-4 weeks.
9. Comments on first draft by Project Director and Managing Editor. 1-3 days.
10. Revisions, if needed, by writer. 3-5 days.
11. Second review and editing, as needed, by Project Director and Managing Editor. 1-2 weeks.
12. Copy sent for review to ERB and outside experts. 3 weeks.
13. Coordination and compilation, and reconciling of outside and ERB comments by writer and Managing Editor. 3-5 days.
14. Review by Project Director, followed by further formal and/or informal clearances by ERB and the Population Center as appropriate. 3-5 days.

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15. Typesetting by subcontractor. Three to five days.
16. Proofreading and layout by Managing Editor and Copy Editor. Three to five days.
- 17.. Preparation of page proofs by typesetter. Three to five days.
18. Preparation of "blue-line" by printer. One to three days.
19. Review and approval of "blue-line" by Managing Editor and Project Director. One to two days.
20. Printing and binding of Report. Two to five days.
21. Transfer to mailing house.

Total time elapsed. Eleven weeks to seventeen weeks.

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: Phyllis Piotrow
Project Director
Helen Kolbe
Project Co-Director
- 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 7/1/78 and the estimated completion date is 6/30/81

ARTICLE V - ESTIMATED COST AND FINANCING

The total estimated cost of this contract to the Government is \$ 4,773,001

The Contractor will be reimbursed for the costs incurred by him in accordance with the applicable provisions of the Schedule and the General Provisions, subject to the following limitation made in respect thereto:

- A. Total A.I.D. dollar funds available for payment and allotted to this Contract. See the clause of the General Provisions entitled "Limitation of Funds" and the article of the Schedule entitled "Budget." \$ 1,141,000
- B. Estimated additional funds which may be provided provided, if funds are available. See the clause of the General Provisions entitled "Limitation of Funds" and the article of the Schedule entitled "Budget." \$ 3,632,001
- Total Estimated Contract Cost \$ 4,773,001

NOTE: It is estimated that the aforesaid amounts will be sufficient to complete the work required hereunder as set forth in the Schedule article entitled "Statement of Work."

ARTICLE VI - BUDGET

<u>Category</u>	Budget	<u>Total Estimated Cost</u> <u>7/1/78 - 6/30/81</u>
Salaries		\$1,058,442
Fringe Benefits		185,268
Consultants		34,950
Travel & Allowances		65,501
Other Direct Cost		718,324
Equipment & Supplies		153,899
Participant Training		21,000
Subcontracts		1,379,635
Overhead		<u>1,155,982</u>
Total Cost		\$4,773,001

The total funds authorized to be expended by the Contractor is One Million, One Hundred-Forty-one Thousand Dollars (\$1,141,000). (See the clause of the General Provision, No. 9, "Limitation of Funds".) It is estimated that the total cost of year one will not exceed \$1,748,056; \$1,493,720 for year two and \$1,531,225 for year three. Within the grand total, the Contractor may adjust Line Items as reasonably necessary for the performance of this Contract except that the total cumulative amount obligated shall not be exceeded.

ARTICLE VII - COSTS REIMBURSABLE TO CONTRACTOR

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

ARTICLE VIII - ESTABLISHMENT OF OVERHEAD RATE

(Establishment of Predetermined Indirect Cost Rates)

Pursuant to the provisions of the clause of the General Provisions of this contract entitled "Negotiated Overhead Rates - Predetermined", a rate or rates shall be established for each of the Contractor's accounting periods during the term of the Contract. The rate for the initial period shall be as set forth below:

	<u>Rate</u>	<u>Base</u>	<u>Period</u>
On Campus	51%	See Below	From: 7/1/78 To: 6/30/79

Base: The Indirect Cost Rates set forth above shall be applied to total direct costs less items of equipment \$1,000 and over, major subcontracts \$10,000 and over, alterations and renovations \$5,000 and over, and hospitalization and other fees related to patient care.

Predetermined indirect cost rates for subsequent periods shall be established in accordance with the terms of the "Negotiated Overhead Rates-Predetermined Clause of this contract.

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 to Contractor," and the General Provision entitled "Allowable Cost 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. Salaries

Salaries and wages will be reimbursable in accordance with contractor's policy and practice, except as provided in a. and b. below. Such policies, procedures, and practices shall be the same as used in contracts and grants with other Government agencies and accepted by the U.S. Government agency assigned primary audit responsibility for the contractor, shall be in writing and shall be made available to the contracting officer or his designated representative, upon request.

- a. Salaries and wages exclude overseas differential and other allowances associated with overseas service, but include payments for personal services (including fees and honoraria) computed on a daily rate or other time basis different from an annual rate. Daily rates of compensation are computed on the basis of a 260-day work year made up of five day (8 hour) work weeks. Any compensation (i.e., the employee's or consultant's base annual salary plus overseas recruitment incentive, if any) which exceeds the minimum level of the Foreign Service Class I (FSR-1) or the equivalent daily rate as set forth in the payment schedule of the Uniform State/AID/USIA Regulations, as from time to time amended, will be reimbursed only with the approval of the Contracting Officer.

- b. The General Provisions of this Contract spell out rules and principles governing reimbursement of specific fringe benefits related to overseas service, including leave, holidays, differential, allowances, travel, transportation, and similar costs.

2. Overseas Recruitment Incentive

- a. Contract employees serving overseas under a 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 ten percent of the initial base annual salary of all employees eligible for the incentive under the contract.
- b. The overseas recruitment incentive is payable under one of the following alternative methods:
 - (1) As a lump-sum amount after the eligible employee has completed his tour of duty in the Cooperating Country under a 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 (the contractor shall retain such Certifications for post-audit): or
 - (2) 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 the contract, shall be refunded to AID; and provided further, that neither the contractor's (nor the subcontractor's) inability to collect refunds from ineligible employees shall be used as a basis to excuse subsequent refunds by the contractor to AID.
 - (3) If the overseas recruitment incentive causes the employee's salary to exceed the FSR-1 level, contracting officer approval must be obtained.

3. 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.

4. 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.

5. Merit or Promotion Increases

Merit or promotion increases may not exceed those provided by the Contractor's established policy and practice which will be certified to by the Contractor. Merit or promotion increases exceeding these limitations or exceeding the maximum salary of FSR-1 may be granted only with the advance written approval of the Contracting Officer.

6. Third Country and Cooperating Nationals

No payment for third country or Cooperating Country Nationals' services will be made unless such services under the contract are authorized in writing by the Contracting Officer. Salaries and wages paid to such persons may not, without specific written approval of the Contracting Officer, exceed either (a) the Contractor's established policy and practice; or (2) the level of salaries paid to equivalent personnel by the A.I.D. mission in the Cooperating Country; or in the absence of such salaries, the prevailing rates in the Cooperating Country paid to personnel of equivalent technical competence as determined by A.I.D.

The compensation, leave and holidays, allowances and differentials, travel and transportation, and shipment of effect for TCN and CCN employees, if their use is authorized, will be subject to AID's policy as outlined in Manual Order 1423.7.

7. Consultants

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; (a) the current compensation of the highest rate of annual compensation received by the consultant during any full year of the immediately preceding three years or (b) maximum daily salary rate of a Foreign Service Officer Class 1, whichever is less.

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

9. Work Week

a. Non-Overseas Employees

The work week for the Contractor's non-overseas employees shall not be less than the established practice of the Contractor.

b. Overseas Employees

The work week for the Contractor's overseas employees shall not be less than 40 hours per week, 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 as mutually agreed to by the A.I.D. Mission.

8. 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 individuals's professional or technical work, overhead or other charges.

ARTICLE X - SPECIAL PROVISIONS

A. Prohibition on Abortion-related Activities

(1) No funds made available under this Contract shall be used to finance, support, or be attributed to the following activities:
(i) Procurement or distribution of equipment intended to be used for the purposes of inducing abortions as a method of family planning (except drugs and equipment used in abortion-related research); (ii) special fees or incentives to women to coerce or motivate them to have abortions; (iii) payments to persons to perform abortions or to solicit persons to undergo abortions; (iv) information, education, training, or communication programs that seek to promote abortion as a method of family planning.

B. Utilization of Excess and Near Excess Foreign Currencies

Full utilization of excess and near excess foreign currencies is an objective of the U.S. Government. The Contractor should obtain its supply of certain foreign currencies which have been determined by the U.S. Treasury Department to be excess to its needs from the U.S. Government -- either through local accommodation exchanges or

through the Treasury Department in Washington, D.C. Information on foreign excess currencies can be secured from USAID Mission.

Travel to, through, or from certain countries shall, at AID's option, be funded from U.S.-owned foreign currency. When AID intends to exercise this option, it will so advise the Contractor after receipt of the Contractor's notice of intent to travel required under this contract. AID will issue a Government Transportation Request (GTR) which the Contractor may exchange for tickets, or AID will issue the tickets directly. In either event, the Contractor shall be responsible for compliance with the clause of the General Provisions entitled Preference for U.S. Air Flag Carriers.

Per Diem (subsistence) expense of the Contractor in certain countries shall, at AID's option, be funded from U.S.-owned foreign currency. If such is to be the case, AID will so advise the Contractor after receipt of the Contractor's notice of intent to travel to those countries, or the employees of the Contractor will be so notified upon contact with the USAID Mission when first arriving in such a country.

The use of said U.S.-owned currencies will constitute a dollar charge to this contract.

C. Voluntary Participation

(1) The Contractor agrees to take any steps necessary to ensure that funds made available under this contract will not be used to coerce any individual to practice methods of family planning inconsistent with such individual's moral, philosophical, or religious beliefs. Further, the Contractor agrees to conduct its activities in a manner which safeguards the rights, health and welfare of all individuals who take part in the program.

(2) The Contractor shall insert the substance of this clause in any subgrants, subcontracts, purchase orders, and other subordinate agreements hereunder whenever appropriate to the goods or service to be provided under such agreements.

D. Voluntary Participation Requirements for Sterilization Programs

(1) None of the funds made available under this contract shall be used to pay for the performance of involuntary sterilizations or to coerce or provide any financial incentive to any person to practice sterilizations.

(2) The Contractor shall insure that any surgical sterilization procedures supported in whole or in part by funds from the contract are

performed only after the individual has voluntarily come to the treatment facility and has given an informed consent to the sterilization procedure. Informed consent means the voluntary knowing assent from the individual given after being advised of the surgical procedures to be followed, the attendant discomforts and risks, the benefits to be expected, the availability of alternative methods of family planning, the purpose of the operation and its irreversibility, and the fact that the consent can be withdrawn at any time prior to the operation. An individual's consent is considered voluntary if it is based upon the exercise of free choice and is not obtained by any special inducement or any element of force, fraud, deceit, duress or other forms of coercion or misrepresentation.

(3) Further, the Contractor shall document the patient's informed consent by (i) a written consent document in a language the patient understands and speaks, which explains the basic elements of informed consent, as set out above, and which is signed by the individual and by the attending physician or by the authorized assistant of the attending physician; or (ii) when a patient is unable to read adequately a written certification signed by the attending physician or by the authorized assistant of the attending physician that the basic elements of informed consent above were orally presented to the patient, and that the patient thereafter consented to the performance of the operation. The receipt of the oral explanation shall be acknowledged by the patient's mark on the certification and by the signature or mark of a witness who shall be of the same sex and speak the same language as the patient.

(4) Copies of informed consent forms and certification documents for each voluntary sterilization (VS) procedure must be retained by the performing Contractor or subcontractor for a period of three years after the performance of the sterilization procedure.

(5) The Contractor shall insert the substance of this clause in any subgrants, subcontracts, purchase orders, and other subordinate agreements hereunder whenever appropriate to the goods and services to be provided under such agreements.

ARTICLE XI - ALTERATIONS IN CONTRACT

A. The following modifications have been made to the General Provisions of this Contract:

1. Add General Provision No. 39, entitled "Clean Air and Water," attached hereto and incorporated herein by reference.
2. Add General Provision No. 40, entitled "Minority Business Enterprises Subcontracting Program," attached hereto and incorporated herein by reference.

3. Add General Provision No. 41, entitled "Labor Surplus Area Subcontracting Program," attached hereto and incorporated herein by reference.
4. Add General Provision No. 42, entitled "Small Business Subcontracting Program," attached hereto and incorporated herein by reference.
5. Add General Provision No. 43, entitled "Disabled Veterans and Veterans of the Vietnam Era," attached hereto and incorporated herein by reference.
6. Add General Provision No. 44, entitled "Patent Rights - Acquisition by the Government."
7. Additional General Provision No. 9, entitled "Travel Expenses" is modified as follows:
 - a. Amend to change the date in the title of the clause from "(September 1975)" to "(December 1976)."
 - b. Paragraph (i) (1) (ii) is amended to read as follows: "(ii) Death or serious illness or injury of a member of the immediate family of the employee or spouse. 'Serious illness or injury' and 'immediate family' are defined in accordance with Section 699.5 of the Uniform State/AID/USIA Regulations, as in effect on the date of such travel."
 - c. Delete Paragraph (1) in its entirety.
8. Additional General Provision No. 10, entitled "Transportation and Storage Expenses" is modified as follows:
 - a. Amended to change the date in the undesignated center head from "(September 1974)" to "(December 1976)".
 - b. Paragraph (d) is revised as follows:

"(d) International ocean transportation.-- (1) All international ocean transportation of persons and things which is to be reimbursed in U.S. dollars under this contract shall be by U.S. flag vessels to the extent they are available.

(1) Transportation of things. Where U.S. flag vessels are not available, or their use would result in a significant delay, the Contractor may obtain a release from this requirement from the Transportation Support Division, Office of Commodity Management, Agency for International Development, Washington, D.C. 20523, or the Mission Director, as appropriate, giving the basis for the request.

(1) Transportation of persons. Where U.S. flag vessels are not available, or their use would result in a significant delay, the Contractor may obtain a release from this requirement from the Contracting Officer or the Mission Director, as appropriate.

(2) Transportation of foreign-made vehicles. Reimbursement of the costs of transporting a foreign (non-U.S.) made motor vehicle will be made in accordance with the provisions of the Uniform State/AID/USIA Foreign Service Travel Regulations, as from time to time amended.

(3) Reduced rates on U.S. flag carriers. Reduced rates on United States flag carriers are in effect for shipments of household goods and personal effects of AID contract personnel. These reduced rates are available provided the shipper states on the bill of lading that the cargo is "Personal property - not for resale - payment of freight charges is at U.S. Government (AID) expense and any special or diplomatic discounts accorded this type cargo are applicable." The Contractor will not be reimbursed for shipments of household goods or personal effects in amount in excess of the reduced rates available in accordance with the foregoing.

9. In accordance with paragraph (a) of Additional General Provision No. 7, 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.

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

10. Delete Additional General Provision No. 15, entitled "Title to and Care of Property" in its entirety.
11. Under Additional General Provision No. 17, entitled "Insurance-Workmen's Compensation, Private Automobile, Marine and Air Cargo (Overseas)", delete paragraph "(a) Workmen's Compensation Insurance" in its entirety and substitute in lieu thereof, the following:

(a) Workmens' Compensation Insurance
(Defense Base Act)
(Dec 1977)

(1) The Contractor before commencing performance under this contract shall provide and thereafter maintain such Workmens' Compensation Insurance or security as is required by the Defense Base Act, as amended (42 USC 1651 et seq.).

(2) Contractor agrees to procure Defense Base Act insurance coverage requirements pursuant to a contract between AID and its insurance carrier; unless, Contractor has a DBA self insurance program approved by the Department of Labor; an approved retrospective rating plan for DBA; entered into a long term agreement for DBA coverage with an underwriter or agent prior to November 14, 1977. However, if it would be economical to cancel the long-term coverage and pay short-term rates, contractor is required to do so.

(3) If the Contractor secures a waiver of Defense Base Act coverage for its employees who are not citizens of the United States, residents of or hired in the United States, or, AID has secured such a waiver, the contractor agrees to comply with the conditions of such waiver.

(4) The Contractor further agrees to insert in all subcontracts hereunder to which the Defense Base Act is applicable, a clause similar to this clause, including this sentence, imposing on all such subcontractors a like requirement to provide overseas Workers' Compensation Insurance coverage and obtain Defense Base Act coverage under the AID requirements contract.

12. Add Additional General Provision No. 18, entitled "Preference for U.S. Flag Air Carriers" attached hereto and incorporated herein by reference.

13. Add Attachment No. 1, "Federal Reserve Letter of Credit for Advance Payment".

CLEAN AIR AND WATER (FPR 1-2 2302-2) (AUG 1975)

(Applicable only if the contract exceeds \$100,000, or the contracting officer has determined that orders under an indefinite quantity contract in any one year will exceed \$100,000, or a facility to be used has been the subject of a conviction under the Clean Air Act (42 U.S.C. 1857c-8(c)(1)) or the Federal Water Pollution Control Act (33 U.S.C. 1319(c)) and is listed by EPA, or the contract is not otherwise exempt.)

(a) The Contractor agrees as follows:

(1) To comply with all the requirements of section 114 of the Clean Air Act, as amended (42 U.S.C. 1857, et seq., as amended by Pub. L. 91-604) and section 308 of the Federal Water Pollution Control Act (33 U.S.C. 1251 et seq., as amended by Pub. 92-500), respectively, relating to inspection, monitoring, entry, reports, and information, as well as other requirements specified in section 114 and section 308 of the Air Act and the Water Act, respectively, and all regulations and guidelines issued thereunder before the award of this contract.

(2) That no portion of the work required by this prime contract will be performed in a facility listed on the Environmental Protection Agency List of Violating Facilities on the date when this contract was awarded unless, and until the EPA eliminates the name of such facility or facilities from such listing.

(3) To use his best efforts to comply with clean air standards and clean water standards at the facility in which the contract is being performed.

(4) To insert the substance of the provisions of this clause into any nonexempt subcontract, including this paragraph (a)(4).

(b) The terms used in this clause have the following meanings:

(1) The term "Air Act" means the Clean Air Act, as amended (42 U.S.C. 1857 et seq., as amended by Pub. L. 91-604).

(2) The term "Water Act" means Federal Water Pollution Control Act, as amended (33 U.S.C. 1251 et seq., as amended by Pub. L. 92-500).

(3) The term "clean air standards"

means any enforceable rules, regulations, guidelines, standards, limitations, orders, controls, prohibitions, or other requirements which are contained in, issued under, or otherwise adopted pursuant to the Air Act or Executive Order 11733, an applicable implementation plan as described in section 110(d) of the Clean Air Act (42 U.S.C. 1857c-5(d)), an approved implementation procedure or plan under section 111(c) or section 111(d), respectively of the Air Act (42 U.S.C. 1857c-5(c) or (d)), or an approved implementation procedure under section 112(d) of the Air Act (42 U.S.C. 1857c-7(d)).

(4) The term "clean water standards" means any enforceable limitation, control, condition, prohibition, standard, or other requirement which is promulgated pursuant to the Water Act or contained in a permit issued to a discharger by the Environmental Protection Agency or by a State under an approved program, as authorized by section 402 of the Water Act (33 U.S.C. 1342), or by local government to ensure compliance with pretreatment regulations as required by section 307 of the Water Act (33 U.S.C. 1317).

(5) The term "compliance" means compliance with clean air or water standards. Compliance shall also mean compliance with a schedule or plan ordered or approved by a court of competent jurisdiction, the Environmental Protection Agency or an air or water pollution control agency in accordance with the requirements of the Air Act or Water Act and regulations issued pursuant thereto.

(6) The term "facility" means any building, plant, installation, structure, mine, vessel or other floating craft, location, or site or operations, owned, leased, or supervised by a contractor or subcontractor, to be utilized in the performance of a contract or subcontract. Where a location or site of operations contains or includes more than one building, plant, installation, or structure, the entire location or site shall be deemed to be a facility except where the Director, Office of Federal Activities, Environmental Protection Agency, determines that independent facilities are collocated in one geographical area.

MINORITY BUSINESS ENTERPRISES SUBCONTRACTING PROGRAM (FPR 1-1.1310.2)

(a) The Contractor agrees to establish and conduct a program which will enable minority business enterprises (as defined in the clause entitled "Utilization of Minority Business Enterprises") to be considered fairly as subcontractors and suppliers under this contract. In this connection, the Contractor shall -

(1) Designate a liaison officer who will administer the Contractor's minority business enterprises program.

(2) Provide adequate and timely consideration of the potentialities of known minority business enterprises in all "make-or-buy" decisions.

(3) Assure that known minority business enterprises will have an equitable opportunity to compete for subcontracts, particularly by arranging solicitations, time for the preparation of bids, quantities, specifications, and delivery schedules so as to facilitate the participation of minority business enterprises.

(4) Maintain records showing (i) procedures which have been adopted to comply with the policies set forth in this clause, including the establishment of a source list of minority business enterprises, (ii) awards to minority business enterprises on the source list, and (iii) specific efforts to identify and award contracts to minority business enterprises.

(5) Include the Utilization of Minority Business Enterprises clause in subcontracts which offer substantial minority business enterprises subcontracting opportunities.

(6) Cooperate with the Contracting Officer in any studies and surveys of the Contractor's minority business enterprises procedures and practices that the Contracting Officer may from time to time conduct.

(7) Submit periodic reports of subcontracting to known minority business enterprises with respect to the records referred to in subparagraph (4), above, in such form and manner and at such time (not more often than quarterly) as the Contracting Officer may prescribe.

(b) The Contractor further agrees to insert, in any subcontract hereunder which may exceed \$500,000, provisions which shall conform substantially to the language of this clause, including this paragraph (b), and to notify the Contracting Officer of the names of such subcontractors.

LABOR SURPLUS AREA SUBCONTRACTING PROGRAM (FPR 1-1.805-3(b))

(a) The Contractor agrees to establish and conduct a program which will encourage labor surplus area concerns to compete for subcontracts within their capabilities. In this connection, the Contractor shall-

(1) Designate a liaison officer who will (i) maintain liaison with duly authorized representatives of the Government on labor surplus area matters, (ii) supervise compliance with the Utilization of Concerns in Labor Surplus Areas clause, and (iii) administer the Contractor's "Labor Surplus Area Subcontracting Program";

(2) Provide adequate and timely consideration of the potentialities of labor surplus area concerns in all "make-or-buy" decisions;

(3) Assure that labor surplus area concerns will have an equitable opportunity to compete for subcontracts, particularly by arranging solicitations, time for the preparation of bids, quantities, specifications, and delivery schedules so as to facilitate the participation of labor surplus area concerns;

(4) Maintain records showing procedures which have been adopted to comply with the policies set forth in this clause. Records maintained pursuant to this clause will be kept available for review by the Government until the expiration of 1 year after the award of this contract, or for such longer period as may be required by any other clause of this contract or by applicable law or regulations; and

(5) Include the Utilization of Concerns in Labor Surplus Areas clause in subcontracts which offer substantial labor surplus area subcontracting opportunities.

(b) A "labor surplus area concern" is a concern that (1) has been certified by the Secretary of Labor (hereafter referred to as a certified-eligible concern) regarding the employment of a proportionate number of disadvantaged individuals and has agreed to perform substantially in or near sections of concentrated unemployment or

underemployment, in persistent or substantial labor surplus areas, or in other areas of the United States or (2) is a noncertified concern which has agreed to perform a substantial proportion of a contract in persistent or substantial labor surplus areas. A certified-eligible concern shall be deemed to have performed a substantial proportion of a contract in or near sections of concentrated unemployment or underemployment, in persistent or substantial labor surplus areas, or in other areas if the costs that the concern will incur on account of manufacturing or production in or near such sections or in such areas (by itself, if a certified concern, or by certified concerns acting as first-tier subcontractors) amount to more than 25 percent of the contract price. A concern shall be deemed to have performed a substantial proportion of a contract in persistent or substantial labor surplus areas (by itself or its first-tier subcontractors) if the costs that the concern will incur on account of production or manufacturing in such areas amount to more than 50 percent of the contract price.

(c) The Contractor further agrees to insert, in any subcontract hereunder which may exceed \$500,000 and which contains the Utilization of Concerns in Labor Surplus Areas clause, provisions which shall conform substantially to the language of this clause, including this paragraph (c), and to notify the Contracting Officer of the names of such subcontractors.

SMALL BUSINESS SUBCONTRACTING PROGRAM (FPR1-1.710-3(b))

(a) The Contractor agrees to establish and conduct a small business subcontracting program which will enable small business concerns to be considered fairly as subcontractors and suppliers under this contract. In this connection, the Contractor shall-

(1) Designate a liaison officer who will (i) maintain liaison with the Government on small business matters, (ii) supervise compliance with the Utilization of Small Business Concerns clause, and (iii) administer the Contractor's "Small Business Subcontracting Program."

(2) Provide adequate and timely consideration of the potentialities of small business concerns in all "make-or-buy" decisions.

(3) Assure that small business concerns will have an equitable opportunity to compete for subcontracts, particularly by arranging solicitations, time for the preparation of bids, quantities, specifications, and delivery schedules so as to facilitate the participation of small business concerns. Where the Contractor's lists of potential small business subcontractors are excessively long, reasonable effort shall be made to give all such small business concerns an opportunity to compete over a period of time.

(4) Maintain records showing (i) whether each prospective subcontractor is a small business concern, (ii) procedures which have been adopted to comply with the policies set forth in this clause, and (iii) with respect to the letting of any subcontract (including purchase orders) exceeding \$10,000, information substantially as follows:

(A) Whether the award went to large or small business.

(B) Whether less than three or more than two small business firms were solicited.

(C) The reason for non-solicitation of small business if such was the case.

(D) The reason for small business failure to receive the award if such was the case when small business was solicited.

The records maintained in accordance with (iii) above may be in such form as the Contractor may determine, and the information shall be summarized quarterly and submitted by the purchasing department of each individual plant or division to the Contractor's cognizant small business liaison officer. Such quarterly summaries will be considered to be management records only and need not be submitted routinely to the Government; however, records maintained pursuant to this clause will be kept available for review by the Government until the expiration of 1 year after the award of this contract, or for such longer period as may be required by other clause of this contract or by applicable law or regulation.

DISABLED VETERANS AND VETERANS OF THE VIETNAM ERA

(This clause shall be included in all contracts exceeding \$10,000)

(a) The Contractor will not discriminate against any employee or applicant for employment because he or she is a disabled veteran or veteran of the Vietnam era in regard to any position for which the employee or applicant for employment is qualified.

The Contractor agrees to take affirmative action to employ, advance in employment, or otherwise treat qualified disabled veterans and veterans of the Vietnam era without discrimination based upon their disability or veterans status in all employment practices such as the following: employment, upgrading, promotion or transfer, recruitment, advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training including apprenticeship.

(b) The Contractor agrees that all suitable employment openings of the contractor which exist at the time of the execution of this contract and those which occur during the performance of this contract, including those not generated by this contract and including those occurring at an establishment of the contractor other than the one wherein the contract is being performed but excluding those of independently operated corporate affiliates, shall be listed at an appropriate local office of the State employment service system wherein the opening occurs. The contractor further agrees to provide such reports to such local office regarding employment openings and hires as may be required.

State and local Government agencies holding Federal contracts of \$10,000 or more shall also list all their suitable openings with the appropriate office of the State employment service, but are not required to provide these reports set forth in paragraphs (d) and (e).

(c) Listing of employment openings with the employment service system pursuant to this clause shall be made at least concurrently with the use of any other recruitment source or effort and shall involve the normal obligations which attach to the placing of a bona fide job order, including the acceptance referrals of veterans and nonveterans. The listing of employment openings does not require the hiring of any particular job applicant or from any particular group of job applicants, and nothing herein is intended to relieve the contractor from any requirements in Executive Orders or regulations regarding

(d) The reports required by paragraph (b) of this clause shall include, but not be limited to, periodic reports which shall be filed at least quarterly with the appropriate local office or, where the contractor has more than one hiring location in a State, with the central office of that State employment service. Such reports shall indicate for each hiring location (1) the number of individuals hired during the reporting period, (2) the number of nondisabled veterans of the Vietnam era hired, (3) the number of disabled veterans of the Vietnam era hired, and (4) the total number of disabled veterans hired. The reports should include covered veterans hired for on-the-job training under 38 U.S.C. 1787. The Contractor shall submit a report within 30 days after the end of each reporting period wherein any performance is made on this contract identifying data for each hiring location. The contractor shall maintain at each hiring location copies of the reports submitted until the expiration of one year after final payment under the contract, during which time these reports and related documentation shall be made available, upon request, for examination by any authorized representatives of the contracting officer or of the Secretary of Labor. Documentation would include personnel records respecting job openings, recruitment, and placement.

(e) Whenever the contractor becomes contractually bound to the listing provisions of this clause, it shall advise the employment service system in each State where it has establishments of the name and location of each hiring location in the State. As long as the contractor is contractually bound to these provisions and has so advised the State system, there is no need to advise the State system of subsequent contracts. The contractor may advise the State system when it is no longer bound by this contract clause.

(f) This clause does not apply to the listing of employment openings which occur and are filled outside the 50 States, The District of Columbia, Puerto Rico, Guam, and the Virgin Islands.

(g) The provisions of paragraphs (b), (c), (d), and (e) of this clause do not apply to openings which the contractor proposes to fill from within his own organization or to fill pursuant to a customary and traditional employer-union hiring arrangement. This exclusion does not apply to a particular

PATENT RIGHTS-ACQUISITION BY THE GOVERNMENT (SHORT FORM) (FPR 1-9.107-5 (a)) (May 1975)

(a) Definitions.

"Subject Invention" means any invention or discovery of the Contractor conceived or first actually reduced to practice in the course of or under this contract, and includes any art, method, process, machine, manufacture, design, or composition of matter, or any new and useful improvement thereof, or any variety of plant which is or may be patentable under the Patent Laws of the United States of America or any foreign country.

(b) Invention disclosures and reports. (1) The Contractor shall furnish the Contracting Officer:

(i) A complete technical disclosure for each Subject Invention, within 6 months after conception or first actual reduction to practice, whichever occurs first in the course of or under the contract, but in any event prior to any on sale, public use, or publication of the invention known to the Contractor. The disclosure shall identify the contract and inventor, and shall be sufficiently complete in technical detail and appropriately illustrated by sketch or diagram to convey to one skilled in the art to which the invention pertains a clear understanding of the nature, purpose, operation, and to the extent known, the physical, chemical, biological, or electrical characteristics of the invention;

(ii) Interim reports at least every 12 months from the date of the contract listing Subject Inventions for the period and certifying that all Subject Inventions have been disclosed or that there are no such inventions and

(iii) An acceptable final report within 3 months after completion of the contract work, listing all Subject Inventions or certifying that there were no such inventions.

(2) The Contractor agrees that the Government may duplicate and disclose Subject Invention disclosures and all other reports and papers furnished or required to be furnished pursuant to this clause.

(c) Allocation of principal rights. (1) The Contractor agrees to assign to the Government the entire right, title, and interest throughout the world in and to each Subject Invention, except to the extent that rights are retained by the Contractor under paragraphs (c)(2) and (d) of this clause.

(2) The Contractor or the employee-inventor with authorization of the Contractor may retain greater rights than the nonexclusive license provided in paragraph (d) of this clause in accordance with the procedure and criteria of 41 CFR 1-9.109-6. A request for a determination of whether the Contractor or the employee-inventor is entitled to retain such greater rights must be submitted to the Contracting Officer at the time of the first disclosure of the invention pursuant to paragraph (b)(1) of this clause, or not later than 3 months thereafter or such longer period as may be authorized by the Contracting Officer for good cause shown in writing by the Contractor. The information to be submitted for a greater rights determination is specified in 41 CFR 1-9.109-6. Each determination of greater rights under this contract shall be subject to the provisions of paragraph (c) "Minimum rights acquired by the Government" of the clause in 41 CFR 1-9.107-5(a), and to the reservations and conditions deemed appropriate by the agency.

(d) Minimum rights to the Contractor.

The Contractor reserves a revocable, non-exclusive, royalty-free license in each patent application filed in any country on a Subject Invention and any resulting patent in which the Government acquires title. Revocation shall be in accordance with the procedure of the clause in 41 CFR 1-9.107-5 (d) (2) and (3).

(e) Employee and Subcontractor agreements.

Unless otherwise authorized in writing by the Contracting Officer, the Contractor shall:

(1) Obtain patent agreements to effectuate the provisions of this clause from all persons who perform any part of the work under this contract except nontechnical personnel, such as clerical employees and manual laborers.

(2) Insert in each subcontract having experimental, developmental, or research work as one of its purposes provisions making this clause applicable to the Subcontractor and his employees; and

(3) Promptly notify the Contracting Officer of the award of any such subcontract by providing him with a copy of the subcontract and any amendments thereto.

PREFERENCE FOR U.S. FLAG AIR CARRIERS (Jan. 1977)

[This contract clause shall be included in (a) invitations for bids, (b) requests for proposals, and (c) contracts (including contracts resulting from unsolicited proposals) whenever international air transportation of personnel (and their personal effects) or property may be required in the performance of the contract. The requirements of this clause do not apply to small purchases made in accordance with FPR 1-3.6.]

(a) Pub. L. 93-623 requires that all Federal agencies and Government contractors and subcontractors will use U.S. flag air carriers for international air transportation of personnel (and their personal effects) or property to the extent service by such carriers is available. It further provides that the Comptroller General of the United States shall disallow any expenditure from appropriated funds for international air transportation on other than a U.S. flag air carrier in the absence of satisfactory proof of the necessity therefor.

(b) The contractor agrees to utilize U.S. flag air carriers for international air transportation of personnel (and their personal effects) or property to the extent service by such carriers is available.

(c) In the event that the contractor selects a carrier other than a U.S. flag air carrier for international air transportation, he will include certification on vouchers involving such transportation which is essentially as follows:

CERTIFICATION OF UNAVAILABILITY OF U.S. FLAG AIR CARRIERS

I hereby certify that transportation service for personnel (and their personal effects) or property by certificated air carrier was unavailable for the following reasons: (state reasons)*1

(d) The terms used in this clause have the following meanings:

(1) "International air transportation" means transportation of persons (and their personal effects) or property by air between a place in the United States and a place outside thereof or between two places both of which are outside the United States.

(2) "U.S. flag air carrier" means one of a class of air carriers holding a certificate of public convenience and necessity issued by the Civil Aeronautics Board, approved by the President, authorizing operations between the United States and/or its territories and one or more foreign countries.

(3) The term "United States" includes the fifty states, Commonwealth of Puerto Rico, possessions of the United States, and the District of Columbia.

(e) The contractor shall include the substance of this clause, including this paragraph (e), in each subcontract or purchase hereunder which may involve international air transportation.

1. FPR 1-1.323-3, requires that expenditures for service furnished by a noncertificated air carrier generally will be allowed only when service by a certificated air carrier or carriers is "unavailable" as indicated by the June 17, 1975, Comptroller General's memorandum (B-138942) entitled "Guidelines for Implementation of Section 5 of the International Air Transportation Fair Competitive Practices Act of 1974". The criteria contained in the memorandum are reproduced below:

- (a) Passenger or freight service by a certificated air carrier is considered "available" even though:
 - (1) Comparable or a different kind of service by a noncertificated air carrier costs less, or
 - (2) Service by a noncertificated air carrier can be paid for in excess foreign currency, or
 - (3) Service by a noncertificated air carrier is preferred by the agency or traveler needing air transportation, or
 - (4) Service by a noncertificated air carrier is more convenient for the agency or traveler needing air transportation.
- (b) Passenger service by a certificated air carrier will be considered to be "unavailable":
 - (1) When the traveler, while en route has to wait 6 hours or more to transfer to a certificated air carrier to proceed to the intended destination, or
 - (2) When any flight by a certificated air carrier is interrupted by a stop anticipated to be 6 hours or more for refueling, reloading, repairs, etc., and no other flight by a certificated air carrier is available during the 6 hour period, or
 - (3) When by itself or in combination with other certificated or noncertificated air carriers (if certificated air carriers are "unavailable") it takes 12 or more hours longer from the original airport to the destination airport to accomplish the agency's mission than would service by a noncertificated air carrier or carriers.
 - (4) When the elapsed traveltime on a scheduled flight from origin to destination airports by noncertificated air carrier(s) is 3 hours or less, and service by certificated air carrier(s) would involve twice such scheduled traveltime.

FEDERAL RESERVE LETTER OF CREDIT

FOR ADVANCE PAYMENT (APR. 1975)

(a) AID shall open a Federal Reserve Letter of Credit in favor of the Contractor in the amount of \$ 4,773,001 (for amending existing contracts, add the word "remaining" here) available for obligation under this contract against which the Contractor may present payment vouchers. The amount drawn by the Contractor during any calendar (month) of this contract shall not exceed \$ 150,000 without the prior written authorization of the contracting officer. The amount of the payment voucher shall not be in an amount less than \$10,000 nor more than \$1,000,000 but within the specific dollar ceiling on (monthly or quarterly) withdrawals.

(b) In no event shall the accumulated total of all such payment vouchers exceed the amount of the Federal Reserve Letter of Credit.

(c) If at any time, the contracting officer determines the Contractor has presented payment vouchers in excess of the amount or amounts allowable in (a) and (b) above, the contracting officer may: (1) cause the Federal Reserve Letter of Credit to be suspended or revoked; or (2) direct the Contractor to withhold submission of payment vouchers until such time as, in the judgment of the contracting officer, an appropriate level of actual, necessary and allowable expenditures has occurred or will occur under this contract; and/or (3) request the Contractor to repay to AID the amount of such excess. Upon receipt of the contracting officer's request for repayment of excess advance payments, the Contractor shall promptly comply with such request.

(d) Procedure for Contractor.

(1) After arranging with a commercial bank of its choice for operation under this arrangement and obtaining the name and address of the Federal Reserve Bank or branch serving the commercial bank, the Contractor shall deliver three originals of Standard Form 1194, "Authorized Signature Card for Payment Vouchers on Letters of Credit" signed by those official(s) authorized to sign payment vouchers against the Federal Reserve Letter of Credit and by an official of the Institution who has authorized them to sign.

(2) Upon execution of the contract, the Contractor shall receive one certified copy of the Federal Reserve Letter of Credit.

(3) The Contractor shall confirm with his commercial bank that the Federal Reserve Letter of Credit has been opened and is available if funds are needed.

(4) To receive payment, the Contractor shall

(i) Periodically, although normally not during the last five days of the month, prepare payment vouchers (Form TUS 5401) in an original and three copies.

(ii) Have the original and two copies of the voucher signed by the authorized official(s) whose signature(s) appear on the Standard Form 1194.

(iii) Present the original, duplicate, and triplicate copy of the Form TUS 5401 to his commercial bank.

(e) Retain the quadruplicate copy of the voucher.

(5) Each drawdown should be initiated at approximately the same time that checks are issued by the organization in payment of program liabilities including those for allowable indirect costs, and in an amount approximately equal to the Federal share of such payments. Therefore, there is no necessity for the recipient organization to maintain balances of Federal cash other than the small balance necessary to provide for an element of bank float.

(6) A report of expenditures is prepared and submitted to the Office of Financial Management, within thirty days of disbursement. This report, submitted on Standard Form 1034, "Public Voucher for Purchases and Services Other Than Personal", and supported by certifications, listing of withdrawals, and documentation as required, itemizes expenditures made, identifying funds expended by line item of the approved budget and/or category supporting the agreement.

(7) The report of expenditures on Standard Form 1034 is reviewed against the contract provisions, and any disbursement improper under the contract is disallowed. The Contractor is notified of the reason for the disallowance and is directed to adjust the next periodic report of expenditures to reflect the disallowance and to reduce its next payment voucher against the Federal Reserve Letter of Credit by the amount of the disallowance.

(8) Simultaneously with the submission of the report of expenditures, the Contractor submits to the Controller a status report on the Federal Reserve Letter of Credit as of the close of the period covered by the report of expenditures. The report is prepared in the following format:

Status of Funding Report

Federal Reserve Letter of Credit (FRLC)

No. _____

Period from _____ through _____

A. Letter of Credit Position

1. Current amount of FRLC (including amendments) through reporting period \$ _____
2. Payment Vouchers on Letter of Credit presented (Form TUS 5401):
 - a. Credited prior to reporting period \$ _____
 - b. Credited during reporting period via TUS 5401 Voucher Nos. _____ through _____ inclusive \$ _____
 - c. Presented but not credited during report via TUS 5401's numbered _____ through _____ inclusive \$ _____
3. Total of all Payment Vouchers against FRLC credited or presented \$ _____
4. Balance of FRLC not drawn or requested this reporting period \$ _____

B. Cash Position

1. Cash on hand at beginning of period \$ _____
2. Plus: cash drawn during period \$ _____
3. Plus: refunds, rebates or other amounts received, to the extent allocable to disbursements charged against this FRLC \$ _____
4. Total cash available (sum of 1, 2, and 3) \$ _____
5. Less: disbursements during period \$ _____
6. Balance of cash on hand at close of reporting period \$ _____
7. Estimated number of days requirements covered by balance on hand (Item 6 above)
Days: _____
8. Advances to subcontractors \$ _____ (included in B. 6 above)

(f) Refund of Excess Funds

(1) If all costs have been settled under the contract and the Contractor fails to comply with the contracting officer's request for repayment of excess Federal Reserve Letter of Credit funds, the Government shall have the right, on other contracts held with the Contractor, to withhold payment of Federal Reserve Letter of Credit or other advances and/or withhold reimbursements due the Contractor in the amount of the excess being held by the Contractor.

(2) If the Contractor is still holding excess Federal Reserve Letter of Credit funds on a contract under which the work has been completed or terminated but all costs have not been settled, the Contractor agrees to:

(i) Provide within 30 days after requested to do so by the contracting officer, a breakdown of the dollar amounts which have not been settled between the Government and the Contractor. (The contracting officer will assume no costs are in dispute if the Contractor fails to reply within 30 days.);

(ii) Upon written request of the contracting officer, return to the Government the sum of dollars, if any, which represents the difference between (1) the Contractor's maximum position on claimed costs which have not been reimbursed and (2) the total amount of unexpended funds which have been advanced under the contract; and

(iii) If the Contractor fails to comply with the contracting officer's request for repayment of excess Federal Reserve Letter of Credit funds, the Government shall have the right, on other contracts held with the Contractor, to withhold payment of Federal Reserve Letter of Credit or other advances and/or withhold reimbursements due the Contractor in the amount of the excess being held by the Contractor.