

PD-AAO-855

DEPARTMENT OF STATE
AGENCY FOR INTERNATIONAL DEVELOPMENT
WASHINGTON, D.C. 20523

CR

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931-1155 15 APR 1977

Dr. LaVern A. Freeh
Assistant Dean and Conference Chairman
University of Minnesota
201 Coffey Hall
St. Paul, Minnesota 55108

FUNDS OBLIGATED
80572

Subject: Grant No. AID/ta-G-1423
Project: U.S. University and Title XII

Dear Dr. Freeh:

Pursuant to the authority contained in the Foreign Assistance Act of 1961, as amended, the Agency for International Development (hereinafter referred to as "A.I.D." or "Grantor") hereby grants to the University of Minnesota (hereinafter referred to as "Grantee") the sum of \$18,000 to provide support for a conference on "The University and Title XII" as more fully described in the attachment to this Grant entitled "Program Description."

This Grant is effective and obligation is made as of the date of this letter and shall apply to commitments made by the Grantee in furtherance of program objectives during the period April 15, 1977 through October 31, 1977. The allowable costs for this grant shall also include all allowable costs which have been incurred by the grantee for the University and Title XII Conference from December 1, 1976 through issuance date of grant, provided, however, that such pre-grant costs do not exceed \$10,000 unless approved by the grant officer.

This Grant is made to the University of Minnesota, on condition that the funds will be administered in accordance with the terms and conditions as set forth in Attachment A entitled "Program Description," and Attachment B entitled "Standard Provisions," which have been agreed to by your organization. Payment will be in accordance with Attachment C of this grant.

Please sign the Statement of Assurance of Compliance, enclosed herein, and the original and seven (7) copies of this letter to acknowledge your acceptance of the conditions under which these funds have been granted.

Please return the Statement of Assurance of Compliance and the original and six (6) copies of this Grant to the Office of Contract Management.

Sincerely yours,



Morton Darwin
Grant Officer
Technical Assistance Branch
Central Operations Division
Office of Contract Management

Attachments:

- A. Program Description
- B. Standard Provisions
- C. Payment Provisions

ACCEPTED:

University of Minnesota

By: Frank C. Reed

Title: Assistant Dean

Date: 5-6-77

FUNDS OBLIGATED

Approp. No. 72-1181123
 Allot. No. 482-3-009-00-20-71
 Obl. No. 3178181 ✓ Obl. Cl. 259
 Amount \$12,000.00
 Proj. No. 12-0155-02

By sls FINCED
Date 5/15/77

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PROGRAM DESCRIPTION

A. Purpose of Grant:

The purpose of this grant is to provide support for a conference on May 5-7, 1977, entitled "The U.S. University and Title XII" as more specifically defined in the University of Minnesota's Conference Program dated May 1977, which is incorporated herein as Attachment A-2. This conference will provide an opportunity for the Title XII Board to report to university administrators and faculty on deliberations to date; for the universities to raise questions and discuss issues of concern; for all to identify and discuss alternatives for effective university involvement in Title XII.

B. Implementation:

To achieve the above objectives, the Grantee shall carry out the activities listed in Attachment A-2 with funds provided by this grant.

C. Reporting Requirements:

1. One hundred (100) copies of the proceedings will be published and furnished by no later than October 30, 1977 to the following address:

Dr. Curt Barker, AA/TA
 Technical Assistance Bureau
 A.I.D.
 Washington, D.C. 20523

2. Three copies of all reports listed as being a product of the grant (administrative, progress, final, and technical reports, containing R&D findings) to the Documentation Coordinator, TA/PPU/EUI, Technical Assistance, Agency for International Development, Washington, D.C. 20523 or his designee. Such reports shall include a title page showing the title of the report, project title as set forth in this grant and the grant number. One copy of each report shall be clearly typed or printed on white paper so that it may be photographed to produce a microfilm master. Technical reports shall be accompanied by an author-prepared abstract.

D. Budget:

The funds provided herein shall be used to finance the following items:

Program Planning and Secretarial Assistance	\$ 3,540.00
Printing	4,100.00
Editorial Assistance & Expense	2,000.00

Mailings	\$ 750.00
Conference Planning Travel	2,000.00
Travel and expenses for one participant from each of the colleges of 1890 and Tuskegee Institute (Total of 17 individuals)	<u>5,610.00</u>
Total Expenses	\$18,000.00

The Grantee may not exceed the total amount of the Budget. Adjustments among the line items are unrestricted.

"The U.S. University and Title XII"

A Working Conference

on

**The Changing Role of the University in International
Food and Agricultural Development**

Sponsored by

**The National Association of State Universities and Land-Grant Colleges
The Board for International Food and Agricultural Development
The United States Agency for International Development
and
The University of Minnesota**

The Registry Hotel - Minneapolis/St. Paul

May 5-7, 1977

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"The University and Title XII"

Purpose

The purpose of the conference is to provide an opportunity for the Board, for International Food and Agricultural Development to report to university administrators and faculty on their deliberations to date - - - the programs, policies and procedures they have developed to implement the Title XII legislation - - -and the issues which have been surfaced -

- o to provide an opportunity for university administrators and faculty to raise questions and discuss issues which are of concern to them with members of BIFAD and representatives of AID:
- o to provide an opportunity to identify and discuss various possibilities for effective university involvement in international development activities through Title XII.

Participation

Members of the Board for International Food and Agricultural Development, representatives from AID, USDA, administrators, faculty and staff from state and Land-Grant colleges and universities and others.

Discussion Teams

Six discussion teams will lead the discussions with members of BIFAD and a representative of AID during the conference group discussion periods. These discussion teams will include university presidents, deans of agriculture, directors of international programs, directors of resident instruction, directors of agricultural experiment stations, directors of agricultural extension services and one other person from home economics, health, or the social sciences (a total of seven). One member and one staff of BIFAD, one representative from AID, and a department head from the College of Agriculture, University of Minnesota, will complete the discussion team. The latter will serve as recorders for the group. The total number on the discussion team is 11 including the recorder.

Financing

There will be a registration fee of approximately \$40.00 to cover conference meals, costs and a proceedings. In addition, there will be a lodging cost of approximately \$30.00 per night for two nights.

Friday, May 6, 1977

I. Morning Session

The purpose of this part of the program is to set the stage for the conference and then to hear a progress report from the members of BIFAD. They will raise questions, identify issues, and point out areas where they need assistance and feedback from university representatives. This part of the program will be planned by the Board.

- 7:00-8:00 a.m. - Breakfast Meeting for the Host Teams
- 8:15 a.m. - Presiding: William F. Hueg, Jr.
Deputy Vice President and Dean
Institute of Agriculture, Forestry and
Home Economics, University of Minnesota
- Subject; Mobilizing Resources to Effectively
Contribute toward Solving World Hunger
and Malnutrition.
- 8:30 a.m. - Speakers: David Bell, Executive Vice President,
The Ford Foundation
- Ermond Hartmans, Director
Agricultural Operations Division, FAO
Rome, Italy
- 9:15-12:00 - Subject; Progress Report from BIFAD
- Speakers: Clifton Wharton, Chairman, BIFAD
- Fred Hutchinson, Chairman,
Joint Committee on Research
- Sherwood O. Berg, Chairman,
Joint Committee on Agricultural Development
- General Discussion

II. Luncheon Session

- Presiding: John Murdock, MUCIA
- Speaker: John Gilligan, Administrator
Agency for International Development

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Friday, May 6, 1977

III. Afternoon Session

The purpose of this part of the program is twofold - -

- (a) to provide an opportunity for two representatives from the universities to raise questions and concerns relative to Title XII and to highlight ways in which universities need to be strengthened to effectively respond to the Title XII mandate;
- (b) to provide an opportunity for six discussion teams and the conference participants to enter into a meaningful discussion with members of BIFAD and representatives of AID on the issues and questions which have surfaced during the day.

2:00 p.m. - Presiding: *Robert Parks, President
Iowa State University
Ames, Iowa

Subject: Ways in Which U.S. Universities Need to be Strengthened to Effectively Respond to the Title XII Mandate

Speakers: D. G. Aldrich, Jr., Chancellor
University of California, Irvine

Walter Washington, President
Alcorn State University, Lorman, Mississippi
James Dollohan, Dean, College of Agriculture,
University of Wisconsin, River Falls

3:15 p.m. - Task assignments for the discussion groups

3:30-5:30 - Group discussions

6:00 p.m. - Attitude Adjustment Hour

IV. Evening Session

7:00 p.m. - Dinner

- Presiding: C. Peter Magrath, President
University of Minnesota

- Speaker: The Honorable Paul Findley
Congressman, State of Illinois

9:00-10:00 - Wine, Cheese and informal discussion

*Not Confirmed

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Saturday, May 7, 1977

V. Morning Session

The purpose of this part of the program is to provide an opportunity for the discussion teams to surface some possible solutions to the issues which have been raised earlier in the conference.

- Presiding: LaVern A. Freeh, Assistant Dean
Institute of Agriculture, Forestry and
Home Economics, University of Minnesota

- 8:30 a.m. - Continuation of group discussions with discussion teams focusing on possible solutions to the issues which have been raised by BIFAD, by AID, and by the universities.
- 10:00 a.m. - Refreshments
- 10:30 a.m. - Reports from the discussion teams
- 11:30 a.m. - Looking Ahead

D. Woods Thomas, Executive Director, BIFAD
Erven Long, Federal Officer AID

STANDARD PROVISIONS

a. Allowable Costs and Payment (Oct. 1974)

The Grantee shall be reimbursed for costs incurred in carrying out the purposes of this Grant which are determined by the Grant Officer to be allowable in accordance with the terms of this Grant and Subpart 15.2 of the Federal Procurement Regulations (FPR) (Principles and Procedures for use in Cost Reimbursement Type Supply and Research Contracts with Commercial Organizations)* in effect on the date of this Grant. Payment of allowable costs shall be in accordance with Attachment C of this Grant.

[*If this Grant is made to a university, the applicable cost principles are "Federal Management Circular, 73-8 (Cost Principles for Educational Institutions)" instead of Subpart 15.2 of the FPR as cited above]

b. Accounting, Records, and Audit (Oct. 1974)

The Grantee shall maintain books, records, documents, and other evidence in accordance with the Grantee's usual accounting procedures to sufficiently substantiate charges to the grant. The Grantee shall preserve and make available such records for examination and audit by AID and the Comptroller General of the United States, or their authorized representatives (1) until the expiration of three years from the date of termination of the program and (2) for such longer period, if any, as is required to complete an audit and to resolve all questions concerning expenditures unless written approval has been obtained from the AID Grant Officer to dispose of the records. AID follows generally accepted auditing practices in determining that there is proper accounting and use of grant funds. The Grantee agrees to include the requirements of this clause in any subordinate agreement hereunder.

c. Refunds (Oct. 1974)

(1) If use of the Grant funds results in accrual of interest to the Grantee or to any other person to whom Grantee makes such funds available in carrying out the purposes of this Grant, Grantee shall refund to AID an amount equivalent to the amount of interest accrued.

(2) Funds obligated hereunder but not disbursed to the Grantee at the time the grant expires or is terminated, shall revert to AID, except for funds encumbered by the Grantee by a legally binding transaction applicable to this Grant. Any funds disbursed to but not expended by the Grantee at the time of expiration or termination of the Grant shall be refunded to AID.

(3) If, at any time during the life of the Grant, it is determined by AID that funds provided under the Grant have been expended for purposes not in accordance with the terms of the Grant, the Grantee shall refund such amounts to AID.

d. Equal Opportunity Employment (Oct. 1974)

With regard to the employment of persons in the U.S. under this Grant, Grantee agrees to take all reasonable steps to ensure equality of opportunity in its employment practices without regard to race, religion, sex, color or national origin of such persons and that, in accordance with Title VI of the Civil Rights Act of 1964, when work funded by this Grant is performed in the U.S. no person shall, on the grounds of race, religion, sex, color or national origin, be excluded from participation, be denied benefits, or be subjected to discrimination. In addition, the Grantee agrees to comply in accordance with its written assurance of compliance, with the provisions of Part 209 of Chapter II, Title 22 of the Code of Federal Regulations, entitled "Non-Discrimination in Federally Assisted Programs of the Agency for International Development - Effectuation of Title VI of the Civil Rights Act of 1964."

e. Termination (Oct. 1974)

This Grant may be terminated at any time, in whole or in part, by the Grant Officer upon written notice to the Grantee, whenever for any reason he shall determine that such termination is in the best interest of the Government. Upon receipt of and in accordance with such notice, the Grantee shall forthwith take immediate action to minimize all expenditures and obligations financed by this Grant, and shall cancel such unliquidated obligations whenever possible. Except as provided below, no further reimbursement shall be made after the effective date of termination, and the Grantee shall within thirty (30) calendar days after the effective date of such termination repay to the Grantor all unexpended portions of funds theretofore paid by the Grantor to the Grantee which are not otherwise obligated by a legally binding transaction applicable to this Grant. Should the funds paid by the Grantor to the Grantee prior to the effective date of this termination of this Grant, be insufficient to cover the Grantee's obligations pursuant to the aforementioned legally binding transaction, the Grantee may submit to the Grantor within (90) calendar days after the effective date of such termination a written claim covering such obligations, and, subject to the limitations contained in the Grant, the Grant Officer shall determine the amount or amounts to be paid by the Grantor to the Grantee under such claim.

f. Officials Not to Benefit (Oct. 1974)

No member of or delegate to Congress or resident commissioner shall be admitted to any share or part of this Grant or to any benefit that may arise therefrom; but this provision shall not be construed to extend to this Grant if made with a corporation for its general benefit.

g. Covenant Against Contingent Fee (Oct. 1974)

The Grantee warrants that no person or selling agency has been employed or retained to solicit or secure this Grant upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee except bona fide employees or bona fide established commercial or selling agencies maintained by the Grantee for the purpose of securing business. For breach or violation of this warranty, AID shall have the right to cancel this Grant without liability or, in its discretion, to deduct from the Grant amount, or otherwise recover, the full amount of each commission, percentage, brokerage, or contingent fee.

h. Nonliability (Oct. 1974)

AID does not assume liability with respect to any claims for damages arising out of work supported by its grants.

i. Amendment (Oct. 1974)

The Grant Agreement may be amended by formal modifications to the basic grant document or by means of an exchange of letters between the AID Grant Officer and an appropriate official of the Grantee.

j. Grant Agreement (Oct. 1974)

The letter to the Grantee signed by the Grant Officer, the Program Description and the Standard Provisions which have been reviewed and agreed to by the Grantee, constitute the Grant Agreement.

k. Notices (Oct. 1974)

Any notice given by any of the parties hereunder, shall be sufficient only if in writing and delivered in person or sent by telegraph, cable, registered or regular mail as follows:

To the cognizant AID Grant Officer

To Grantee - At Grantee's address shown in this Grant, or to such other address as either party shall designate by notice given as herein required. Notices hereunder, shall be effective when delivered in accordance with this clause or on the effective date of the notice, whichever is later.

1. Travel and Transportation (Oct. 1974)

(1) The Grant Officer hereby approves international travel hereunder provided that the Grantee shall obtain written concurrence from the cognizant technical office in AID prior to sending any individual outside the United States to perform work under the Grant. For this purpose the Grantee shall advise the Project Manager at least thirty (30) days in advance of any travel to be undertaken outside the United States. After concurrence is received the Grantee shall provide the cognizant USAID Mission or U.S. Embassy advance notification with a copy to the project officer of the arrival date and flight identification of Grant financed travellers.

(2) Travel to certain countries shall, at AID's option, be funded from U.S.-owned local currency. When AID intends to exercise this option, it will so notify the Grantee after receipt of advice of intent to travel required above. AID will issue a Government Transportation Request (GTR) which the Grantee may exchange for tickets, or AID will issue the tickets directly. Use of such U.S.-owned currencies will constitute a dollar charge to this grant.

(3) The Grantee agrees to travel by the most direct and expeditious route, and to use less than first class transportation unless such use will result in unreasonable delay or increased costs.

(a) All international air travel under this Grant shall be made on United States flag carriers. Exceptions to this rule will be allowed in the following situations provided that the Grantee certifies to the facts in the voucher or other documents retained as part of his Grant records to support his claim for reimbursement and for post audit:

1. Where a flight by a United States carrier is scheduled but does not have accommodations available when reservations are sought;

2. Where the departure time, routing, or other features of a United States carrier would interfere with or prevent the satisfactory performance of official business;

3. Where a scheduled flight by a United States carrier is delayed because of weather, mechanical, or other conditions to such an extent that use of a non-United States carrier is in the Government's interest;

4. Where the appropriate class of accommodations is available on both United States and non-United States carriers, but the use of the United States carrier will result in higher total United States dollar cost to the grant due to additional per diem or other expenses; and

5. Where the appropriate class of accommodations is available only on a non-United States carrier and the cost of transportation and related per diem on the non-U.S. carrier is less than the cost of available accommodations of another class on a United States carrier and related per diem.

(b) All international air shipments under this grant shall be made on United States flag carriers unless shipment would, in the judgment of the Grantee, be delayed an unreasonable time awaiting a United States carrier either at point of origin or transshipment, provided that the Grantee certifies to the facts in the vouchers or other documents retained as part of the Grant records to support his claim for reimbursement and for post audit.

(4) Travel allowances shall be reimbursed in accordance with the Federal Travel Regulations (FTR).

m. Publications (Oct. 1974)

(1) If it is the Grantee's intention to identify AID's contribution to any publication resulting from this Grant, the Grantee shall consult with AID on the nature of the acknowledgement prior to publication.

(2) The Grantee shall provide the Project Manager with one copy of all published works developed under the Grant. The Grantee shall provide the Project Manager with lists of other written work produced under the Grant.

(3) In the event grant funds are used to underwrite the cost of publishing, in lieu of the publisher assuming this cost as is the normal practice, any profits or royalties up to the amount of such cost shall be credited to the Grant.

(4) The Grantee is permitted to secure copyright to any publication produced or composed under the Grant. Provided, the Grantee agrees to and does hereby grant to the Government a royalty-free, non-exclusive and irrevocable license throughout the world to use, duplicate, disclose, or dispose of such publications in any manner and for any purpose and to permit others to do so.

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n. Subordinate Agreements (Oct. 1974)

The placement of subordinate agreements (e.g., leases, options, etc.), grants, or contracts with other organizations, firms or institutions and the provisions of such subordinate agreements are subject to prior written consent of the Grant Officer if they will be funded hereunder. In no event shall any such subordinate agreement, grant, or contract be on a cost-plus-a-percentage-of-cost basis. Subordinate contractors (including suppliers) shall be selected on a competitive basis to the maximum practicable extent consistent with the obligations and requirements of this Grant.

o. Salaries (Oct. 1974)

All salaries, wages, fees, and stipends reimbursed under this Grant shall be in accordance with the Grantee's policy and practice as reviewed and approved by the Grant Officer. In the absence of an approved policy the Grantee shall follow the regulations contained in Section 7-15.205-6 of the Agency for International Development Procurement Regulations.

p. Patents (Oct. 1974)

(1) Grantee agrees to notify the Grant Officer, in writing, of any invention or discovery conceived or first actually reduced to practice in the course of or under this Grant. The Grant Officer will determine the patent rights to be afforded the Grantee in accordance with the Presidential Memorandum and Statement of Government Patent Policy 36 FR 16887.

(2) Nothing contained in this clause shall imply a license to the Government under any patent or be construed as affecting the scope of any license or other right otherwise granted to the Government under any patent.

PAYMENT PROVISIONPeriodic Grant Disbursement

Each month, or at less frequent intervals as agreed upon in advance, Grantee will submit to the Office of Financial Management, FM/CSD, AID, Washington, D.C. 20523 Voucher Form SF 1034 (original) and SF 1034-A, three copies, each voucher identified by the appropriate grant number, in the amount of estimated cash needs for the following month. The voucher shall be supported by an original and two copies of a report rendered as follows:

Amount of Grant	\$xxx
Expended to date	\$xxx
Expended this period (by line item as set forth in budget)	
1.	\$xxx
2.	\$xxx
3.	\$xxx
etc.	
TOTAL THIS PERIOD	\$xxx
Advances outstanding to subgrantees (if any)	\$xxx
Anticipated expenditures next month (dates)	\$xxx
Cash received to date	\$xxx
Cash required next month	\$xxx

The report shall include a certification as follows:

"The undersigned hereby certifies: (1) that the above represents the best estimates of funds needed for expenditures to be incurred over the period described, (2) that appropriate refund or credit to the grant will be made in the event funds are not expended, (3) that appropriate refund will be made in the event of disallowance in accordance with the terms of this grant and (4) that any interest accrued on the funds made available herein will be refunded to AID.

BY _____
 TITLE _____ DATE _____