



EMBASSY OF THE  
UNITED STATES OF AMERICA

Agency for International Development  
Kinshasa

PD-AAT-220



July 5, 1984

Father Segers  
Director of Inades-Formation/Zaire  
and of CEPAS  
B.P. 5717  
Kinshasa/Gombe

81

Subject: Grant No. 660-0112

660-0112

Dear Father Segers,

Pursuant to the authority contained in the Foreign Assistance Act of 1961, as amended, the Agency for International Development (hereinafter referred to as "AID" or "Grantor") hereby grants to Inades-Formation/Zaire (CEPAS) (hereinafter referred to as CEPAS or "Grantee"), the sum of \$134,000 to provide support to the Appropriate Technology Division of CEPAS as described in Attachment "1", the schedule of this Grant, consisting of three pages, Attachment "2", entitled "Project Description", and Attachment "3", "Standard Provisions".

The Grant is made to CEPAS on the condition that the funds will be administered in accordance with the terms and conditions set forth in the Schedule, Attachment "2", entitled "Program Description", and Attachment "3", entitled "Standard Provisions", which have been agreed to by your organization.

Please sign the original and two (2) copies of this letter to acknowledge your acceptance of the conditions under which these funds have been granted.

Please return the original and two (2) copies of this grant to the Office of the Director of USAID, Kinshasa.

Sincerely yours,

Richard L. Podol  
Director USAID

**Attachments:**

1. Schedule
2. Project Description
3. Standard Provisions

**Accepted:**

Inades-Formation/Zaire

by: *André de Trilly*  
Title: Director

Date: \_\_\_\_\_

**Clearance:**

Department of Plan

by: *Oukou*  
Title: Secrétaire Général au plan

Date: *12.6.84*

ATTACHMENT 1

SCHEDULE

A. Purpose of Grant

The purpose of this Grant is to provide support for Appropriate Rural Technology Development, as more specifically described in Attachment 1 to this Grant entitled "Program Description."

B. Period of Grant

The effective date of this Grant is June 15, 1984. The expiration date of this Grant is September 30, 1987.

C. Amount of Grant and Payment

1. AID hereby obligates the amount of \$134,000 for purposes of this Grant.

2. Payment shall be made to the Grantee in accordance with procedures set forth in Attachment 2 - Standard Provision 7, entitled "Payment - Periodic Advance".

D. Financial Plan:

The following is the summary Financial Plan for this Grant. Revisions to this Plan shall be made in accordance with the Standard Provision of this Grant, entitled "Revision of Financial Plans".

AID grant funding for the life of project is expected to total \$134,000 and will be obligated the first year of the project. The following table summarizes the AID, CEPAS and GOZ inputs.

|                | <u>Budget Summary (LOP)</u><br><u>(In \$000's)</u> |  |              |               |
|----------------|--|--|--------------|---------------|
|                | <u>\$US</u>  | <u>Zaire equivalencies in \$ (\$1=Z35)</u> |              |               |
|                | <u>AID</u>   | <u>CEPAS</u>                               | <u>GOZ</u>   | <u>TOTALS</u> |
| 1. Personnel   | 7.5  | 28.2                                       | 68.7         | 104.4         |
| 2. Training    | 36.0   | -  | -            | 36.0          |
| 3. Commodities | 78.5   | 5.7  | 17.1         | 101.3         |
| 4. Other       | 12.0   | 34.7                                       | 53.1         | 99.8          |
| Total          | <u>134.0</u>                                       | <u>68.6</u>                                | <u>138.9</u> | <u>341.5</u>  |

E. Title to Property

Title to all property purchased with A.I.D. funds under this Agreement shall be vested in CEPAS.

F. Reporting and Evaluation

1. The Grantee will submit the following reports:

a. Quarterly progress reports, due at the end of March, June, September and December to address the following:

(1) A comparison of actual accomplishments with implementation objectives established for the period.

(2) Other pertinent information including, when appropriate, analysis and explanation of higher than planned unit costs.

b. Financial reports pursuant to the guidance provided by the USAID/Zaire controller.

c. Between the required performance reporting dates, events may occur that have significant impact upon the program. In such instances, the Grantee will inform USAID/Zaire as soon as the following types of conditions become known:

(1) Problems, delays, or adverse conditions that will materially affect the Grantee's ability to attain program objectives, prevent the meeting of time schedules and goals, or preclude the attainment of program objectives within the period of the grant. Such reports should include a statement of action taken, or contemplated, and any USAID assistance needed to resolve the situation.

(2) Favorable developments or events which enable schedules to be met sooner than originally anticipated.

d. Within 90 days of completion of program activities, a final report will be submitted that addresses program achievements and shortfalls with an overall analysis of the project's success in achieving desired goals.

Progress reports and the final report may be submitted in either French or English to USAID, Kinshasa, Zaire.

2. In late 1985 there will be a preliminary evaluation to assess whether the initial objectives, and the means to achieve those objectives, still are deemed appropriate. The project will be reviewed to determine actual performance against planned as set forth in the Implementation Plan, review the project logical framework, and come to preliminary conclusions regarding project sustainability. This evaluation will collect and analyze appropriate data and make appropriate recommendations as indicated. The team for the assessment will include representatives of USAID and CEPAS, as well as any technical consultants deemed necessary.

In late 1986, a final, in-depth evaluation is envisaged to assess the effectiveness of the project and its sustainability, and to determine possible requirements for additional funds for follow-on activities. This will be a critical assessment. The evaluation team, constituted similarly to that for the first evaluation, will specifically address how effective project efforts have been and whether the extension effort has had a sustainable impact on the target groups.

G. Standard Provisions Amendments:

The following alterations have been made in the provisions of this grant:

1. The following standard provisions are deleted as inapplicable: 5, 10B, 13B, 13C, 14, 18, and 28.

2. Standard Provision 7, Payment is deleted and the following substituted therefore:

"7. PAYMENT - PERIODIC ADVANCE

Each quarter after the initial cash advance, the Grantee shall submit to the USAID controller voucher form SF 1034 (original), "Public Voucher for Purchases and Services Other than Personal". The Grantee shall submit a cumulative detailed report of disbursements by LINE item quarterly."

3. Paragraph (e) of Standard Provision 10A is deleted in its entirety and the following substituted therefore:

"(e) The Grantee's Procurement System

(1) The Grantee may use its own procurement policies and procedures provided they conform to the geographic source and order of preference requirements of this provision and paragraphs 1U.3.a., b., and c. of Chapter 1, AID Handbook 13.

(2) If the Grantee's procurement policies and procedures have been reviewed against the procurement requirements of paragraph 1U.3.a., b., and c. and have been approved by AID or another department or agency of the U.S. Government, the Grantee shall furnish the Grant Officer a copy of such approval; otherwise the Grantee's procurement policies and procedures shall conform to those specified in paragraph 1U.3.a., b., and c. of Chapter 1, AID Handbook 13."

H. Authorized Geographic Code

The authorized geographic code for procurement of goods and services under this grant is 935.

A. PROJECT PURPOSE AND DESCRIPTION

1. The sponsoring PVO - CEPAS

CEPAS (Centre d'Etude pour l'Action Sociale) was founded in 1965 by five Jesuits, under the auspices of the Central African Province of the Society of Jesus. CEPAS has a longstanding history as a non-profit PVO in the field of education and social action. Dr. De Craemer, the original Director of CEPAS, is presently the head of the Religious History Department at Penn State. The other founders hold distinguished positions in universities around the world. In 1965, the original members of CEPAS donated their personal libraries to start CEPAS's main library which currently services 2,000 people each year and holds 12,000 volumes. CEPAS publishes the only national monthly journal Zaire-Afrique that has been published continuously since independence in Zaire. This journal, which discusses appropriate technology developments, is targeted to an audience with a high level of formal education. It has a monthly circulation of approximately 5,000.

In 1969 CEPAS contracted with Inades-Formation, a recognized international PVO based in Abidjan, Ivory Coast, to provide services to that organization in Zaire. These joint activities now include the administration of correspondence courses on improved agricultural techniques, economics, sociology and planning; the conduct of follow-up seminars; the training through workshops and conferences of community development agents in techniques of rural organization, marketing and cooperative undertaking; and the publication of a quarterly magazine, AGRIPROMO (circulation 3,000), which promotes rural development by focusing on topics such as water sources and small animal husbandry. A document that describes the 1982-85 Inades-Formation Program in Zaire is annexed (Annex 4).

Since the late 1970s, CEPAS has been collecting information on appropriate technology (AT) both in Zaire and elsewhere. An associated effort has been the procurement of audio-visual equipment for use in disseminating development assistance information. This early collection of documents and equipment formed the basis of an AT project which CEPAS already has carried out under USAID IRT Grant. The present OPG represents an expansion of the AT activities undertaken through that grant (which ended in December 1982). An evaluation of that IRT activity was undertaken in January 1983. A copy of the evaluation document is attached (Annex 5).

CEPAS has a feel for the pulse of Zaire. Responding to popular interest, it published 60,000 copies of pamphlets on "Civil Rights in Zaire" and the "Function of the Courts" in French and three local languages. Zairian lawyers and civil servants buy these documents, as there is little documentation on the law in Zaire. 60,000 copies of two other booklets, "Laws every Citizen Should Know", and "Family Law", were printed in January 1983. CEPAS has a Legal Information Center created in 1979.

Well-known and respected among local organizations and the donor community, CEPAS is committed to continuing its activities in

appropriate technology, informal education and social action.

A series of sample CEPAS publications is attached to this OPG (Annex 7).

## 2. Project Goal

To increase the capacity of community groups in Zaire to solve development problems by using technology appropriate to the conditions of Zaire.

## 3. Project Purpose:

The purpose of this OPG is to develop the institutional capacity within CEPAS (Centre d'Etude pour l'Action Sociale) to assist the low-income population of Zaire to apply appropriate technology solutions to development problems.

## 4. Beneficiaries:

The direct beneficiaries of this project will be the numerous rural and urban community development groups - community organizations, missions, cooperatives and private voluntary organizations with a desire to undertake self-development projects, but which often lack the ability to adequately implement their ideas in a way technically appropriate to the conditions in Zaire.

CEPAS's activities under the project will help to direct the energies of such groups to more efficient, effective and appropriate efforts. Taken in the aggregate, these actions can be expected to affect thousands of villagers.

## 5. Project Description

This OPG, a continuation of the earlier IRT Grant, is a three-year activity whose purpose is to develop the long-term capacity of CEPAS to promote appropriate technologies among rural agents in Zaire and to provide them with technical assistance for developing projects. Toward this end, the project will carry out the following activities: 1) Organize AT workshops and field surveys around the country, 2) Upgrade the existing AT library and consultative service at CEPAS, 3) Systematize follow-up and feed-back systems to record the rate of success in adoption of AT solutions, 4) Expand the video and slide presentations on the subject of AT, and 5) organize TV and radio shows about AT with the National Educational Broadcasting Service (RATELSCO).

The key activity of this project will be the organization of ten workshops during the life of the project in different regions of Zaire. The workshops will bring together technicians from various interested community groups and development agencies. Approximately four weeks before a workshop is scheduled to begin, the CEPAS video specialist and the CEPAS engineer will tour the area around the training site for two to three weeks to film on-going AT experiments and gathering data on the technology needs of the area. One week

before the workshop is to begin the Director of the AT program at CEPAS will then join the CEPAS technicians and prepare the content of each workshop. He will supply various printed and audio-visual material needed.

The workshop will cover general applications of AT and then will study tools and equipment appropriate to the area's needs and resources. At these workshops, CEPAS will provide additional working sessions on specific concerns and needs of the local population. Video films, slide shows and models of AT tools and equipment will be used during the demonstrations.

During the first year, AT workshops sites will be selected in the regions that have already proved to be receptive to technological innovation. These include: Kivu, the two Kasais, Bandundu and Bas-Zaire.

An early workshop was conducted in Kikwit (Bandundu Region) in February, 1983, at the invitation of IFAK, an institute for training in general extension work. At that time, a three-day seminar was presented to 25 extension agents identified as leaders in their villages. The CEPAS team helped them to analyze the daily tasks in their village, and to identify tasks that might be improved by applying AT solutions. Specific examples of AT, such as water filters, charcoal burners, and water wells, were demonstrated and discussed. 400 slides of appropriate technologies were shown. In May 1983, CEPAS invited this same group of participants to another workshop on AT to build sand-clay cookstoves.

During the previous Improved Rural Technology activity, the two AT technicians (an agro-chemist and a video specialist) spent most of their time organizing and familiarizing themselves with the library and with the organization of CEPAS. For the past six months, the agro-chemist alone has been carrying the responsibility for consultations with interested clients (who either walk in or correspond with CEPAS). Since January 1983, both technicians have spent much of their time in the field gathering information on AT experiments in the Bas-Zaire and Bandundu regions, and providing technical assistance whenever possible. The video specialist has written several scripts and recorded and filmed several "live" experiments in AT. These technicians will undertake increasing numbers of field trips during the life of this OPG. In late August 1983, the agro-chemist and video specialist will travel in Kivu and Haut-Zaire to film AT activities. The AT Director will join them in Bukavu, where the second workshop will be conducted. Future workshops will be organized both at CEPAS's initiative and in response to requests from regional organizations.

During this OPG activity, one Zairian technician will be added to the present AT staff at CEPAS. This will be a civil engineer with experience in AT. CEPAS also plans to use short-term consultants, as necessary, to evaluate specific needs in AT and to provide technical assistance to various groups requiring it for the construction of AT tools and equipment. CEPAS already has secured the services of such specialists in response to specific requests from community groups. In addition to the design and implementation of ten AT workshops, CEPAS's

AT division plans to pursue nine other activities, most of which represent a continuation of its current activities. First, through the previous IRT activity, 4,000 documents on AT were gathered. 500 documents per year will be added to the 4,000 volumes currently in service. With increased publicity, the use of the AT documentation service is expected to increase four-fold during the life of the project. (Annex 1 provides a list of AT inquiries addressed to CEPAS in 1981-1982). CEPAS records show a two-fold increase in the use of the AT library since January 1983.

Second, follow-up and feed-back systems to record the rate of success in the adoption of AT will be devised during this OPG. CEPAS has begun to establish such systems through mail inquiries and site visits. They will be perfected during the life of the project.

Third, video and slide presentations on AT subject will be expanded during this OPG activity. At least 12 video films on AT will be produced yearly. At present, some 120 sets of slides, covering subjects and techniques in a variety of development fields, have been collected and are available for sale at CEPAS. Five of these slide series have been produced by CEPAS, and are in use by development organizations in Zaire. A list of slides belonging to CEPAS appears in Annex 3.

Fourth, TV and radio shows on AT will be organized with RATELSOO. In 1981 and 1982, that organization organized 20 programs on AT using material from CEPAS and with CEPAS staff participation. Eighteen towns of over 150,000 people each, received these TV programs. Also, several radio programs on AT were organized, with CEPAS involvement.

Fifth, CEPAS will continue to contract its services to other donors for specific activities and training programs in AT. In May 1983, CEPAS began training a representative of the official Zairian organization for women "La Condition Feminine". The purpose is to identify women's needs in AT and to learn about specific AT experiments. This three-month training program is financed by UNICEF. The AT Division of CEPAS also has worked with the UN High Commission on Refugees on similar matters.

Sixth, CEPAS will continue to edit educational pamphlets on Rural Development and Appropriate Technology subjects. Since its inception, the CEPAS AT Division has edited several such booklets, and has taken responsibility for finding qualified artists and publishing the documents. CEPAS will continue to charge a small fee for these services. A few months ago, CEPAS assisted the Zairian Department of Agriculture to edit a pamphlet, "How to Maintain Rural Dirt Roads". CEPAS distributed several hundred copies of this document to various development organizations in Zaire. Also, CEPAS is editing a booklet on "How to Care for Livestock" written by a Belgian aid technician. Currently, CEPAS is preparing a pamphlet on crop cultivation techniques for the Compagnie de Developpement Agro-Industriel de Kwango-Kwilu (CODAIK).

Seventh, under this OPG, working models of appropriate tools

and equipment will be manufactured in local workshops in Kinshasa, to be used to demonstrate AT concepts and techniques. These models will be tested in various social and geographical situations in order to determine their level of appropriateness. Presently, an improved charcoal stove, imported from a World Bank Project in Bujumbura, is being tested in one of the lower-income districts of Kinshasa (Matete).

Eighth, the project will update the inventory of AT projects in Zaire prepared by CEPAS in mid-1982 and published in the journal, Zaire-Afrique. A copy of this list is annexed to this OPG (Annex 2). Four thousand copies of this inventory were reprinted for sale to individuals and groups with an interest in AT. CEPAS has begun to receive responses from many of the sponsors of the AT activities listed in this inventory. These will serve to clarify and expand the information provided by the first inventory.

Ninth, the project will continue another activity of the AT Division, the compiling of a "Yellow Pages" (300 pages) on development organizations, projects, firms, industries and other areas of interest. This publication will be the first of its kind in Zaire. These "Yellow Pages" will be published and ready for sale in September 1983.

GOZ counterpart funds (CPF) will finance the salaries of an Agro-Chemist, an Administrative Assistant, and the Director of the AT Division who already are on board. Also, the salary will be provided for a Civil Engineer still to be hired. In addition, experts from within Zaire and Africa will be contracted, as necessary, to provide short-term consultancies. OPG funds will be used to finance the participation of CEPAS technicians at international conferences on AT; AT commodities for use in the workshops and in the educational programs; in-country travel for the AT technicians; a 4-wheel drive vehicle; and the general operational costs of the AT program. Note: details on proposed budget expenditures, procurement and implementation plans are set forth in section D of this proposal.

#### 6. Conditions Expected at End of Project

- a. At least four workshops on AT will be held per year.
- b. At least 500 AT publications will be added to the AT library per year
- c. At least 100 questions will be received and replied to by the AT documentation service at CEPAS per year.
- d. At least 100 visits will be made per year to the CEPAS AT documentation service.
- e. At least 12 video films on AT will be produced per year.
- f. At least three publications on specific AT tools or equipment will be published per year.
- g. At least three models of appropriate equipment will be built, tested and adopted by specific communities each year.
- h. At least 30 visits to AT projects sites will be undertaken each year.
- i. CEPAS will respond substantively to at least 10 requests per year for help in securing financial and technical assistance.
- j. At least three project sponsors will be assisted every year in planning, implementing and advertising AT.

## B. PROJECT BACKGROUND

### 1. History of proposal development

Since its inception in 1965, and in the course of its many training and promotional activities in agricultural extension and agricultural production, CEPAS has come into contact with many grass-root community organizations in rural Zaire.

Over the years, CEPAS has recognized that the lack of knowledge about AT within the low-income community of Zaire is impeding change and development. So, in 1979, it decided to create a new division on AT at CEPAS to promote AT to the population in rural and urban Zaire.

In 1980, CEPAS received an IRT grant from AID. IRT funds were used to acquire documentation and video equipment. During this activity, CEPAS acquired a staff of technicians who are now well-versed in the area of AT. Now, CEPAS is proposing that AID finance an OPG activity that will enable CEPAS to increase still further its outreach activities in AT.

### 2. Prior Experience in Project Area

The training and information dissemination programs that CEPAS plans to implement during this OPG activity are well within the capacity of CEPAS.

More specifically, in the last few years CEPAS has developed, in conjunction with activities of Inades-Formation a great deal of expertise in disseminating educational materials and organizing training seminars on topics of agricultural production and extension. The Inades-Formation/CEPAS activities in Zaire are described in section A1 of this proposal.

Also in the last two years, CEPAS has been able to undertake activities in the field of AT. Some of these accomplishments are recorded in section A5 of this OPG. The IRT activity ended in December 1982 and was evaluated in January 1983. At that time, the evaluation team determined that the project was successful because it achieved its results with a minimal drain on Mission resources and established a viable new activity at a comparatively low cost, while laying the foundation for an expanded continuing activity.

The evaluation team remarked that, due to delays in hiring vital staff and obtaining project equipment, the IRT project purpose in assisting villagers to test appropriate technology solutions, and to impart their own information to others, was only partially met. Nevertheless, the evaluation team concluded that CEPAS, through this IRT activity, had demonstrated its capacity to plan, direct and manage programmed activities.

### 3. Host Country Activity in Project Program Area

The Government of Zaire's Department of Agriculture and Rural Development has a division on Appropriate Technology that has been inactive for the last few years. The GOZ financed the establishment of a Center to produce At machinery and tools in Kinshasa. Funds were not well used and the Center has been temporarily closed.

Between 1979 and 1981, CEDECO, a Protestant Church Center in Kimpese, Bas-Zaire, received financing to train rural technicians to build AT equipment for sale to the general population. At first, this experiment was successful; however, subsequently it reduced its activities, due to poor management. Nevertheless, CEPAS, joined with CEDECO, to publish five booklets on how to build various agro-processing machines.

Besides USAID, other donors have expressed interest in the activities of the AT division at CEPAS and will continue to contract its services for specific activities. Examples of the services CEPAS provides to groups such as UNICEF, UNHCR and Belgian Aid are given in Section A5 of this OPG proposal.

Finally, it is important to note that CEPAS is not alone in its involvement in the area of At. Many AT projects are being carried out in Zaire. A list of some of them appears as Annex 2 (attached).

CEPAS plans to disseminate information about successful experiments in AT now underway in Zaire, by preparing video films or articles.

## C. PROJECT ANALYSIS

### 1. Economic Effects

The economic benefits of this project are not easily quantifiable. It is difficult to predict the rate of adoption of AT experiments as a result of CEPAS interventions. However, it is expected that the outreach and technical assistance provided by CEPAS will lead to increased adoption of AT activities and experiments. CEPAS will continue to introduce AT technologies in the rural areas of Zaire. For example, in the month of April 1983, CEPAS trained 24 women in techniques of tie-dyeing, as a potential cottage industry.

The economic and social benefits of appropriate technologies include but are not limited to the following: 1) increased rural incomes and 2) improved health and sanitation conditions in the rural areas. By disseminating technical information on AT through the workshops, printed materials, TV and radio programs, this project will introduce appropriate techniques to the Zairian population that use low-cost, locally-available materials. CEPAS will provide AT training to approximately 300 rural and urban tradesmen, metal workers, blacksmiths, carpenters and mechanics, as well as to community group leaders. These direct beneficiaries of the project will be encouraged to reproduce specific AT tools and equipment. Other beneficiaries include:

- 1) users of the AT library's walk-in or mail consultative service, and
- 2) readers of appropriate technology publications about the manufacture of specific tools and equipment.

Including the mass media audience, an estimated 100,000 people will be reached by the project. As a result of the outreach work and field surveys of the project, the accumulated knowledge of the appropriate technology needs of the Zaire population will increase significantly. This contribution by the project represents a significant resource base upon which development organizations and the Zairian government can draw.

### 2. Technological Factors

Determining the most appropriate and efficient methods from a variety of technological alternatives is often a major challenge for the sponsors of locally-based initiatives. Frequently, local sponsors possess neither sufficient skills nor the necessary access to information to make informed choices. Through the CEPAS staff of trained technicians, this project will help assure the soundness of the technologies to be employed. The development of an ability to make critical judgements on technical issues is a significant part of this project. Whenever CEPAS finds that its staff does not possess the technical qualifications to examine a particular technology problem, qualified consultants from within Zaire will be engaged to provide the necessary assistance. Through technical assistance to on-going projects, CEPAS will further strengthen the technical capabilities of project community or individual sponsors.

The workshop participants will be selected by the sponsoring organization and will include experienced blacksmiths, village leaders and technicians from interested community groups and development agencies.

Depending on the participants the format and the content of workshops may vary greatly. Workshop discussions will revolve around the AT needs of the population living in the area adjacent to the training site the types of AT solutions that can resolve the most pressing development problems and an in-depth study of some specific AT solutions.

To measure the impact of these workshops, and the rate of adoption of AT tools, a feedback system will be developed. A contact person from the community group(s) participating in the workshops will be selected. He/she will report on progress made in adopting certain technologies. Most of the new technologies to be introduced will require local materials. Examples of such technologies are: construction of improved cookstoves, local filters, latrines, cisterns, water jugs, pumps, storage facilities, tricycles for the handicapped, manufacture of chalk, techniques of fish farming, beekeeping, animal traction, and solar drying. CEPAS will assist local groups to make these technologies better adapted to local situations in Zaire.

### 3. Sociological-Cultural Factors

The new technologies promoted by CEPAS will be introduced to the rural population through development organizations, agents and local technicians who have the confidence of the local people. This procedure will facilitate the acceptance and adoption of these new technologies by the population. All technologies will be introduced only after studies of the area have been made to determine the needs of the population.

The technologies introduced are expected to have a positive effect especially on women, whose workload will be reduced and general well-being will be improved.

### 4. Sustainability

#### a. Organizational:

This OPG is a continuation of the IRT activity concluded on December 31, 1982. Through this IRT activity, CEPAS demonstrated its capacity to plan, direct and manage programmed activities. In February 1983, the AT staff at CEPAS organized a seminar in Kikwit at which CEPAS assisted 25 village extension agents to analyze the daily tasks in their villages and to identify those which could be improved by applying AT solutions. In August 1983, the CEPAS agro-chemist and video specialist will travel to Kivu and Haut-Zaire to film AT activities. Such activities demonstrate the organizational sustainability of the project.

b. Personnel

The Director of CEPAS and Inades-Formation in Zaire, Father Joseph Segers, is a Jesuit Priest with 25 years of community development experience in Zaire. He will have the ultimate responsibility for the project. The Operational Director of the AT Division will be Father Didier de Faily, who holds a degree in rural sociology and methodologies of agricultural education. Father De Faily has 10 years of experience working in Zaire. For the last two years, Father De Faily has been directing the activities of the Appropriate Technology Division at CEPAS. At present, two Zairian technicians are on the CEPAS AT staff: an agro-chemist/librarian and a video specialist. A third Zairian technician, a civil engineer with experience in AT, will be hired using GOZ counterpart funds. He will complete the AT team at CEPAS.

Cit. Lungela Sakananu, the agro-chemical engineer hired under the predecessor IRT project in February 1982, has already made many field trips to Bas-Zaire and Bandundu to review AT applications, particularly tools and beekeeping. For the past year, Cit. Lungela has had the sole responsibility for consultations with interested clients who either visit or write to CEPAS.

Cit. Kiboko Lodi, the video specialist hired by CEPAS in June 1982 with financing from the World Neighbors organization, will be responsible for operating the audio-visual equipment. Also he will assist in developing educational materials on AT. His past experience with the Voice of Zaire has prepared him very well for his functions at CEPAS. Cit. Kiboko has written several scripts and has prepared tapes of several AT activities around Kinshasa.

This core CEPAS staff should be sufficient to provide most of the expertise required in this project. However, funds also will be reserved to finance short-term consultants, who will be able to provide any additional technical assistance needed.

c. Financial:

CEPAS is a non-profit educational and information organization. The AT Division, like the rest of CEPAS (and like most church affiliated organizations in Zaire), is financially dependent on outside contributors. Since its inception in 1965, CEPAS has grown slowly from an original staff of five to its present staff of 15. In the late 1970s CEPAS decided to explore the possibility of expanding its program to include a technology program component. USAID's IRT grant of \$27,000 in 1980 assisted materially in the establishment of CEPAS's AT Division, and led the organization to commit itself to AT as a permanent part of its program. While the AT activity is not internally self-financing, CEPAS's historical record of obtaining adequate financial support for its core programs provides a basis for confidence in its capacity to sustain the AT Division financially after the grant period.

Overall, CEPAS covers approximately 15% of its expenses from fees charged for services rendered. In this connection, it has

established a fee of 30 zaires for every request for AT information received by correspondence. Also, for those organizations that can afford it, CEPAS charges a fee for activities it undertakes, such as training seminars and editing of documentation on AT or other development concerns. For example, CEPAS received Z40,000 (equivalent to \$2,600 in early 1982), for conducting seminars with the Dept. of Rural Development. FAO and the French Cooperation Agency have paid Z120,000 (including printing costs) for technical assistance provided by the AT Division in editing books on AT.

Generally, however, given the nature of its services and its target group, CEPAS does not try to charge fees at a level that would cover all expenses. CEPAS receives 85% of its financing from private and government grants. Since 1977, INADES-FORMATION activities have been financed by the European Common Market, the Belgian Government, a private Belgian organization "Entraide et Fraternité", Oxfam, the Dutch Government, and Misereor, a German private voluntary organization. The monthly journal, Zaire-Afrique, is for the most part self-financing. The costs of publishing certain popular documents also have been recovered through commercial sales (including two volumes on "Citizenship" and "The Constitution in Zaire" which have sold over 50,000 copies). Part of the expenses of the CEPAS reference library are covered by contributions of the users. The Jesuit fathers who founded CEPAS have built a good reputation and have developed many relationships within the donor community and elsewhere over the past 17 years. CEPAS is confident that necessary financing for its program activities will be forthcoming in the years to come, as it has in the past.

##### 5. Relationship of OPG to USAID/Zaire Program and Strategy

The philosophy of USAID regarding financing of PVOs is to give priority to local PVOs with extensive development experience in Zaire, a good knowledge of the country and its people, a viable organizational infrastructure and programs consonant with USAID objectives. CEPAS satisfies these criteria. The activities financed by this OPG will complement USAID's program priorities in agriculture, health, nutrition and human resources development. CEPAS will provide technical assistance to the rural population of Zaire for such purposes as the weeding of fields, planting and storage of food crops, processing of grains, supplying potable water, making soap, and developing sources of energy. These tools and techniques will serve to improve the living and working conditions of the participating rural populace, including increased incomes. Implementing agents of other USAID-financed projects in Zaire will be able to benefit from the services offered by the AT Division at CEPAS and to participate in the AT workshops to be organized.

USAID has already consulted with CEPAS on the subjects of small agricultural tool production and nutrition activities related to USAID financed projects. It is anticipated that USAID will utilize CEPAS's assistance in performing feasibility studies of Appropriate Technology needs in its project areas.

## D. PROJECT DESIGN AND IMPLEMENTATION

### 1. Implementation Plan

The institutional base provided by CEPAS will ensure the support and direction necessary to carry out the proposed program. All project procurement will be the responsibility of CEPAS. This will be done in accordance with AID regulations. Some of the audio-visual equipment and AT documentation will be purchased in Europe. Offshore services and commodities to be financed under this OPG include short-term training, attendance at international AT workshops of CEPAS AT staff, short-term consultants, one four-wheel drive vehicle, AT documents, and audio-visual equipment. The GOZ Counterpart Funds will finance the costs of the AT staff and consultants, in-country travel, the manufacture of AT models and machinery, office supplies, and equipment. CEPAS will provide audio-visual technicians, a station wagon, spare parts, maintenance and fuel for travel in Kinshasa and surrounding areas, office space and equipment, administrative support, appropriate technology documentation and library resources, video camera, recorder and monitor, slide projectors and other equipment, and technical consultations by staff members.

### 2. Schedule of Events

|  | <u>Month</u> |
|--|--------------|
| <u>Year 1</u>  |              |
| - consultative service by correspondence continues   |              |
| - preparation for first workshop begins (filming of AT experiments around the country, photography, training of staff in techniques of promotion of AT). | 1            |
| - all financial arrangements concluded.  | 3            |
| - video equipment, AT documents ordered (to be continued on an on-going basis). Vehicle ordered. Office supplies and equipment purchased.                | 4            |
| - civil engineer recruited; first model of AT tools and machinery manufactured.  | 5            |
| - first workshop begins  | 7            |
| - second workshop begins   | 10           |
| - vehicle and video equipment arrives. First annual progress report.   | 12           |
| <u>Year 2</u>  |              |
| - third workshop begins.   | 13           |
| - fourth workshop begins.  | 16           |
| - mid-term project evaluation.   | 18           |
| - fifth workshop begins  | 19           |
| - sixth workshop begins  | 22           |
| - second annual progress report.   | 24           |
| <u>Year 3</u>  |              |
| - seventh workshop begins.   | 25           |
| - eighth workshop begins.  | 28           |
| - ninth workshop begins.   | 31           |
| - tenth workshop begins.   | 34           |
| - end-of-Project evaluation; Final Report.   | 36           |

### 3. Waivers required

A source/origin waiver from geographic code 000 to geographic code 899 will be needed for the procurement of the following commodities:

#### a. Audio-visual equipment.

For compatibility with local AV systems, CEPAS has already purchased a video tape camera, portable recording deck and monitor in Western Europe. To ensure that the additional equipment to be purchased under this grant is both serviceable in Zaire and compatible with current equipment, a waiver will be needed.

#### b. Appropriate technology documentation

A portion of these materials will be purchased in the U.S. However, a number of publishers of such documents, especially documents in French, are located outside the U.S.

### 1. Goal

To increase the capacity of community groups in Zaire to solve development problems by using technology appropriate to the conditions of Zaire.

#### a. Indicators of Goal Achievement

- (1) increased number of AT projects undertaken in rural Zaire
- (2) increased employment in specific areas due to manufacture and use of appropriate tools and machinery.
- (3) increased income of individuals who adopt AT tools and techniques

#### b. Means of verification

CEPAS records/site observations.

#### c. Assumptions: Higher Order Objectives and Other Long Term Benefits

Conditions in rural Zaire will remain conducive to the operation of non-formal educational programs and extension efforts in AT.

### 2. Purpose

To develop the institutional capacity within CEPAS to promote appropriate technologies among the low income population of Zaire.

#### a. End of Project Status

- 1) CEPAS has a staff of trained and experienced technicians in the area of AT.
- 2) CEPAS has developed as a national resource center for appropriate technology.

#### b. Means of Verification

- USAID evaluations

- CEPAS quarterly and annual reports
- project records

### c. Purpose to Goal Assumptions

- CEPAS is successful in imparting AT techniques to the participating community groups, and technicians are convinced of the value and benefits of AT.
- CEPAS will receive continued financing from other donors to support the long-term operational costs of the AT program.

### 3. Outputs

- a. At least four workshops on AT will be held per year.
- b. At least 500 At publications will be added to the AT library per year.
- c. At least 100 questions will be received and replied to by the AT documentation service at CEPAS per year.
- d. At least 100 visits will be made per year to the CEPAS At documentation service.
- e. At least 12 video films on AT will be produced per year.
- f. At least three publications on specific AT tools or machines will be published per year.
- g. At least three models of appropriate equipment will be fabricated, tested and adopted by specific communities each year.
- h. At least 30 visits to AT projects sites will be undertaken each year.
- i. CEPAS will respond to at least 10 requests per year for help in securing technical and financial assistance.
- j. At least three project sponsors will be assisted every year in planning, implementing and advertising AT.
- k. Means of verification
  - site inspections
  - workshop reports
  - workshop follow-up visits
  - project reports

#### 1. Outputs to purpose assumptions

- a qualified civil engineer can be hired by CEPAS in a timely fashion
- equipment and supplies arrive on schedule

### 4. Inputs

- a. CEPAS
  - office facilities
  - vehicle for in-town use
  - documentation and library resources
  - CEPAS administrative and management support provided to AT staff

## b. AID

- 4-wheel drive vehicle and spare parts
- audio-visual equipment
- AT documentation
- short-term training and conferences abroad
- short-term technical assistance.

## c. GOZ

- personnel costs Project Director, agro-industrial engineer, civil engineer, secretary/administrative assistant and short-term consultants)
- travel expenses
- office expenses (supplies and equipment)

5. Measurement and Evaluation of Project Accomplishments

CEPAS will be responsible for making quarterly and annual progress reports to USAID. The mid-term project evaluation and the final evaluation will be performed by USAID. Evaluations and quarterly reports will reflect progress and problems with reference to the implementation schedule. Progress made toward the program's purpose and goal will be addressed in the reports and evaluations.

**E. FINANCIAL PLAN****1. Foreign Currency (AID) Budget**

|  | (\$ 000)    |             |             |              |
|--|-------------|-------------|-------------|--------------|
|  | Year 1      | Year 2      | Year 3      | Total        |
| <u>Personnel</u>                               |             |             |             |              |
| a. Consultants (short-term)                    | <u>2.5</u>  | <u>2.5</u>  | <u>2.5</u>  | <u>7.5</u>   |
| b. Subtotal                                    | <u>2.5</u>  | <u>2.5</u>  | <u>2.5</u>  | <u>7.5</u>   |
| <br><u>Training</u>                            |             |             |             |              |
| a. Seminars, international AT                  | 5.0         | 5.0         | 5.0         | 15.0         |
| b. International travel & per diem             | <u>7.0</u>  | <u>7.0</u>  | <u>7.0</u>  | <u>21.0</u>  |
| c. Subtotal                                    | <u>12.0</u> | <u>12.0</u> | <u>12.0</u> | <u>36.0</u>  |
| <br><u>Commodities</u>                         |             |             |             |              |
| a. 4-wheel drive vehicle including spare parts | 23.0        | -           | -           | 23.0         |
| b. Audio visual equipment                      | 30.0        | 12.0        | 6.0         | 48.0         |
| c. Appropriate Technology documents            | <u>2.5</u>  | <u>2.5</u>  | <u>2.5</u>  | <u>7.5</u>   |
| d. Subtotal                                    | <u>55.5</u> | <u>14.5</u> | <u>8.5</u>  | <u>78.5</u>  |
| <br><u>Yearly subtotal</u>                     |             |             |             |              |
|  | 70.0        | 29.0        | 23.0        | 122.0        |
| 10% contingency                                | <u>7.0</u>  | <u>3.0</u>  | <u>2.0</u>  | <u>12.0</u>  |
| Totals   | <u>77.0</u> | <u>32.0</u> | <u>25.0</u> | <u>134.0</u> |

Total Foreign Currency Budget: 134,000 U.S.\$

| 2. <u>Local Currency (GOZ) Budget</u>                |               | (dollars 000) |               |              |  |
|--|---------------|---------------|---------------|--------------|--|
|  | <u>Year 1</u> | <u>Year 2</u> | <u>Year 3</u> | <u>Total</u> |  |
| <u>Personnel:</u>                                    |               |               |               |              |  |
| a. Project Director (36 PM)                          | 5.1           | 5.6           | 6.1           | 16.8         |  |
| b. Agronomic Engineer (36 PM)                        | 5.5           | 6.1           | 6.7           | 18.3         |  |
| c. Civil Engineer (36 PM)                            | 5.5           | 6.1           | 6.7           | 18.3         |  |
| d. Administrative assistant<br>(36 PM)               | 2.7           | 3.0           | 3.3           | 9.0          |  |
| e. Consultants (10 PM)                               | 0.8           | 0.9           | 1.0           | 2.7          |  |
| f. Driver/courrier                                   | <u>1.1</u>    | <u>1.2</u>    | <u>1.3</u>    | <u>3.6</u>   |  |
| g. Subtotal  | <u>20.7</u>   | <u>22.9</u>   | <u>25.1</u>   | <u>68.7</u>  |  |
| <u>Commodities</u>                                   |               |               |               |              |  |
| a. Locally procured office<br>supplies and equipment | 0.6           | 0.7           | 0.8           | 2.1          |  |
| Printing costs                                       | 3.1           | 3.4           | 3.7           | 10.2         |  |
| Small scale AT models                                | 0.5           | 0.6           | 0.7           | 1.8          |  |
| Fuel   | <u>0.9</u>    | <u>1.0</u>    | <u>1.1</u>    | <u>3.0</u>   |  |
| b. Subtotal  | <u>5.1</u>    | <u>5.7</u>    | <u>6.3</u>    | <u>17.1</u>  |  |
| <u>Other Costs</u>                                   |               |               |               |              |  |
| a. In-country travel expenses:                       |               |               |               |              |  |
| Air-fares  | 1.9           | 2.1           | 2.3           | 6.3          |  |
| Staff per diem                                       | 1.9           | 2.1           | 2.3           | 6.3          |  |
| Consultants per diem                                 | 2.5           | 2.8           | 3.1           | 8.4          |  |
| Ground transport                                     | 1.3           | 1.4           | 1.5           | 4.2          |  |
| Air freight  | 0.3           | 0.3           | 0.3           | 0.9          |  |
| Seminar arrangements                                 | 0.5           | 0.6           | 0.7           | 1.8          |  |
| b. Shipping: vehicle and parts<br>(Matadi-Kinshasa)  | 0.6           | 0.7           | 0.8           | 2.1          |  |
| c. Administrative personnel                          | 2.5           | 2.8           | 3.1           | 8.4          |  |
| d. Overhead (electricity,<br>water, phone, mail)     | <u>0.6</u>    | <u>0.7</u>    | <u>0.8</u>    | <u>2.1</u>   |  |
| e. Subtotal  | <u>12.1</u>   | <u>13.5</u>   | <u>14.9</u>   | <u>40.5</u>  |  |
| <u>Yearly Subtotal</u>                               | 37.9          | 42.1          | 46.3          | 126.3        |  |
| Contingency  | 3.8           | 4.2           | 4.6           | 12.6         |  |
| <u>Yearly Totals</u>                                 | 41.7          | 46.3          | 50.9          | 138.9        |  |

Total GOZ Budget: 138,900 Dollars (equivalent in Zaires)

| 3. <u>Local Currency (CEPAS) Budget</u> | (dollars 000) |               |               | <u>Total</u> |
|---|---------------|---------------|---------------|--------------|
|   | <u>Year 1</u> | <u>Year 2</u> | <u>Year 3</u> |              |
| <u>Personnel</u>                        |               |               |               |              |
| a. Audio-visualist (36 PM)              | 4.0           | 4.4           | 4.8           | 13.2         |
| b. Administrative Personnel             | 4.5           | 5.0           | 5.5           | 15.0         |
| c. Subtotal                             | <u>8.5</u>    | <u>9.4</u>    | <u>10.3</u>   | <u>28.2</u>  |
| <br><u>Commodities</u>                  |               |               |               |              |
| a. Fuel                                 | 0.9           | 1.0           | 1.1           | 3.0          |
| Spare parts/maintenance                 | 0.8           | 0.9           | 1.0           | 2.7          |
| b. Subtotal                             | <u>1.7</u>    | <u>1.9</u>    | <u>2.1</u>    | <u>5.7</u>   |
| Office equipment                        | 2.5           | -             | -             | 2.5          |
| Office space                            | 3.1           | 3.4           | 3.7           | 10.2         |
| Audio-visual equipment                  | 6.3           | -             | -             | 6.3          |
| AT documentation                        | 15.7          | -             | -             | 15.7         |
| Subtotal                                | <u>27.6</u>   | <u>3.4</u>    | <u>3.7</u>    | <u>34.7</u>  |
| <br><u>Yearly Total</u>                 | <br>37.8      | <br>14.7      | <br>16.1      | <br>68.6     |

Total CEPAS Budget: 68,600 Dollars (equivalent in zaires)

**E. Conditions**

1. The question of CEPAS's long-term financial sustainability was addressed in Section B 4c.
2. The IRT project establishing an AT division at CEPAS was financed jointly by AID and the Government of Zaire (GOZ). This OPG project, as a continuation of this activity will receive the continued endorsement and financial support of the GOZ.

**G. Statutory Considerations**

1. Section 611
  - (a) Sufficient technical and financial planning has been completed by CEPAS for project implementation to begin as soon as funds are made available by AID. No legislative action within the recipient country is required for this OPG.
  - (b) and (c) N/A. This OPG includes no water or land resources construction.
2. Section 101. N/A. This OPG has no construction component at all.
3. Section 105. This OPG is an institution building project. All technical and procurement plans have been carefully reviewed by USAID.

**H. Attachments**

1. Record of At inquiries in 1982-1983
2. List of At project in Zaire, published by CEPAS in September 1982 issue of journal "Zaire-Afrique".
3. List of CEPAS slides
4. 1982-1985 Inades-Formation Program
5. 1983 Evaluation of AID financed IRT activity with CEPAS
6. Sources of financing of CEPAS
7. Samples of CEPAS/Inades-Formation publications