



AGENCIA DE LOS ESTADOS UNIDOS PARA EL  
DESARROLLO INTERNACIONAL

USAID Panamá

0281  
PD-APR-023  
ISA 63139  
APARTADO 6959  
PANAMA 5, PANAMA  
TEL. 63-6011

31 AUG 1985

Patronato Nacional de la  
Juventud Rural Panameña  
Apartado Postal 2717  
Panamá 3, Panamá

Subject: Grant No. 525-0001-G-SS-5039-00

Gentlemen:

Pursuant to the authority contained in the Foreign Assistance Act of 1961, as amended, the Agency for International Development (hereinafter referred as "AID" or "Grantor") hereby grants to "Patronato Nacional de la Juventud Rural Panameña" (hereinafter referred to as "PANAJURU" or "Grantee") the sum of five hundred forty two thousand United States dollars (\$542,000) to provide support to strengthen the agriculture training of Panamá's disadvantaged students through non-traditional methods as more fully described in Attachment 1 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 May, 1985 to May, 1987.

This Grant is made to PANAJURU, on the condition that the funds will be administered in accordance with the terms and conditions as set forth in Attachment 1 entitled "Program Description" and the Standard Provisions which have been agreed to by your organization.

Please sign the original and five (5) copies of this letter to acknowledge your acceptance of the conditions under which those funds have been granted. Please return the original and four (4) copies of this Grant to the USAID/Regional Contract Office.

Sincerely,

Ronald D. Levin  
Director

Attachments:

1. Program Description
2. Standard Provisions

ACCEPTED

BY : Eduardo Valdes  
NAME : Eduardo Valdes E.  
TITLE : President  
DATE : Sept 31 / 85

Fiscal Data:

Appropriation : 72-114/51021.5  
Allotment : LDAA-85-25525-EG14  
PIO/T : 525-597-0001-3-50083  
Project No. : 597-0001  
Total Grant Amount : \$542,000

## PROGRAM DESCRIPTION

### I. BACKGROUND

In 1979 USAID initiated a student exchange program in conjunction with the National Foundation for Panamanian Rural Youth (PANAJURU) to send young Panamanians to the United States to live with and learn from U.S. farm families. To date, 55 students have participated in this exchange program with highly encouraging results. Returned participants have undertaken innovative production projects within their local 4-S clubs, have given talks to groups of students and adults regarding their experiences in the United States, and have assumed leadership positions within their local chapter or the national 4-S organization.

In an effort to extend this successful program to economically disadvantaged Panamanian youth and at the same time improve the quality of education in the nine agriculture training institutions, professional and technical institutes (IPTs), PANAJURU has submitted a proposal to USAID/Panamá for a program to send 4-S members as well as teachers to the United States to live and work with rural farm families for an eight-month period. In order for students and teachers to be able to quickly adapt to the U.S. culture upon arrival and get the most out of their stay, a seven week cultural orientation and English language course has also been proposed by PANAJURU for selected participants.

This Grant provides stateside training for economically disadvantaged students, exceptionally talented students, IPT staff and 4-S (4-H) volunteer leaders. These scholarships will be for an eight-month period and will be administered by the National 4-H Council under their IFYE program (International 4-H Youth Exchange). The students and teachers will live with host rural families, learning American agriculture in a farm environment.

This Grant will be administered by PANAJURU, a non-profit Private Voluntary Organization (PVO) with official backing from the Government of Panamá, and dedicated to the social well-being of the rural communities and Panamá's youth in particular. PANAJURU functions as a mixed model of collaboration between the private and public sectors. The Government of Panamá contributes 90% of PANAJURU's staff personnel while the private sector provides volunteer leaders, PANAJURU's administrator and other voluntary resources.

## II. SCOPE OF WORK

### A. Project Goals:

Over a two year period, the project will send 100 Panamanians to live and work with rural farm families in the U.S. for an eight-month period. This non-formal training will allow the students and teachers to gain experience in American agriculture, 4-H Club programs, agriculture extension and American customs. U.S. sponsored training will be with the National 4-H Council through their IFYE Program.

#### Specific goals:

1. Strengthen the opportunities for agriculture training of economically disadvantaged rural youths by providing them the opportunity to witness agriculture as it is practiced in the United States.
2. Identify exceptionally talented students, including those previously graduated from IPTs, with a potential for long-term leadership for training in the United States.
3. Strengthen the knowledge of the IPTs' teaching staff and 4-S club volunteer leaders by providing them with training opportunities in the United States. This will increase their practical field knowledge, English level and enable them to provide better quality education to future students.
4. Strengthen the 4-S Clubs and Future Farmers of Panamá programs.
5. Strengthen and develop the mechanism for agriculture technology transfer to rural areas.
6. Establish the basis for a renewable annual exchange program.
7. Promote understanding between the people of the United States and Panama.

### B. Project Strategy

In supporting of the above, the following general strategy will be implemented:

1. Project resources will be concentrated on helping academically qualified socially and economically disadvantaged IPT graduates.

2. Involve the local regional chapters of PANAJURU in the administration and decentralization of the program under the general direction of a PANAJURU national headquarters.

3. Thoroughly advertise the program in rural areas where the agriculture student population is concentrated.

4. Develop an evaluation program for United States trainees.

5. Develop for United States-bound participants an intensive seven-week English language training course in Panamá, which also includes American culture orientation.

6. Arrange and coordinate with the National 4-H Council student reception and orientation in the United States along with student placement and progress.

### III. CANDIDATE SELECTION PROCEDURES

Applications for United States scholarships will be available at all agriculture training institutes (IPTs) and PANAJURU offices. Potential candidates will return their completed applications along with all the required material as mentioned in paragraph VIII of this Grant, "Selection Criteria for Training Program", to a local PANAJURU Chapter. Applications will be reviewed and selected by PANAJURU's local chapters who will then forward the selected applications to PANAJURU's Panamá National Office for review. The selected applicants are then sent to USAID for final approval.

IPT graduates will compete for United States scholarships. The program will select United States participants from all the graduates of these schools; not necessarily graduated the year prior to traveling to the United States. Any IPT graduate between the ages of 18 and 25 is eligible to apply.

### IV. PROJECT ACTIVITIES

The principal activities to be financed under this Grant are as follows:

#### 1. Student Scholarships in the United States

During the life of the Grant, seventy IPT graduates will be selected for the IFYE program under established criteria. The selection criteria are presented in paragraph VIII. The average length of training in the United

States will be 8 months. Students selected will live with American farm families learning agriculture, extension, 4-H club work and learn about the culture of rural America.

## 2. Adult scholarships

During the life of the Grant, approximately thirty IPT faculty members and 4-S volunteers will be selected to participate in the IFYE programs. The National 4-H Council has agreed to allow IPT faculty staff and 4-S volunteer leaders to participate in their international student exchange program in the United States. During the process of final selection of candidates, both student and adult, PANAJURU will have the option of reducing the number of adult scholarships, and increasing by a corresponding amount the number of students scholarships. The total number of scholarships per year, however, shall not surpass 50, and no more than 100 U.S. scholarships may be awarded during the two-year period.

The proposed schedule for United States training is as follows:

	YEAR OF PROJECT		TOTAL
	(1)	(2)	
Scholarship	1985	1986	
Student*	35	35	70
Adult	15	15	30
Total	50	50	100

\* In 1985 student selection will be from previously graduated IPT students.

USAID/Panamá shall consider extending the U.S. scholarship component of this Grant beyond the initial two year period if the following conditions are met: (1) the USAID/Panamá country-wide CAPS training plan being developed programs assistance to PANAJURU, (2) funds are available; (3) performance under the first two years of the Grant has been satisfactory, (4) PANAJURU presents evidence of the availability of increased counterpart funding during each succeeding year.

## V. EVALUATION

Project evaluation will cover all phases of the program from the selection of candidates for United States scholarships to their progress and experiences in both countries. This evaluation will include a reasonable follow-up period upon the return of students from the United States.

A personnel file will be established in the National PANAJURU Office for each participant that will include personal data, date scholarship was awarded, academic records, periodic evaluation results, correspondence and for those students returning to Panamá from the United States, follow-up reports.

Evaluation methods include personal interviews, questionnaires, testing before and after training, correspondence and opinions expressed by the student, family members, IPT teaching staff, host families and the National 4-H Council. The principal components to be evaluated are:

1. Pre-selection and Selection. Included in this evaluation will be the selection process for identifying students and adults for United States training (selection). Evaluated will be the criteria used for selection, English training received in Panamá prior to departure to the United States and the orientation received at the National 4-H Center, Chevy Chase, Maryland.
2. United States Training (IFYE). Includes the evaluation of the experiences acquired by the participants while in the United States. Bimonthly, the trainee will submit a standard form to the National 4-H Council that is designed to evaluate acquired experiences, skills, knowledge, attitudes, future plans, etc. The reports also serve to point out potential problem areas and are a useful tool once the student returns to Panamá.
3. Follow-up. This will include visiting returning IFYE participants to determine changes in farming methods and family attitudes, technology transfer, experiences gained in the international exchange program, 4-S leadership skills, improved teaching skills and the benefits of such a program to the individual, family and community.

## VI. ANNUAL REPORT

PANAJURU, each year shall will prepare an annual report which will be submitted to USAID/Panamá with copies to the Government of Panamá, the nine agriculture training institutions and the National 4-H Council. The annual report will contain the project's yearly accomplishments, results of the training evaluations, budgets and work plan for the coming year. The report will be in Spanish. Five (5) copies shall be given to USAID/Panamá no later than 60 days after the end of the grant year. The grant year terminates in May of each grant year.

VII. PERSONNEL

A Coordinator for the program is required at the National 4-H Council in the United States. His/Her duties are as follows:

National 4-H Council Coordinator (Located in the U.S.)

1. Coordinate training program for each IFYE trainee;
2. Arrange host families for participants;
3. Arrange for IFYE trainees to be greeted at airport;
4. Conduct orientation program in the United States for students before they are sent to live with host families;
5. Arrange for and receive bimonthly reports from trainees;
6. Evaluate training in the United States, including problems;
7. Maintain close contact with PANAJURU and the National Project Coordinator;
8. Arrange for student departures once training terminated;
9. Overall coordination of the program in the United States.

VIII. Selection Criteria for Training Program

A. IFYE Scholarships

1. Student Scholarships

- a. Cannot be a family member of any PANAJURU staff member;
- b. Be a graduate of a IPT agriculture training institute;
- c. Grade point average of 3.3 or above out of a possible 5.0;
- d. Minimum of 18 and maximum of 25 years of age;
- e. Belong to an economically disadvantaged family \*
- f. Recommendation from the Director of IPT;
- g. Consent of parents;
- h. Pass a psychological test on adaptation and stability;
- i. Certificate of good health and clean police record;
- j. Pass the 7 week training session to be held in Panamá before United States departure;
- k. Commitment to design a long-term agriculture production project during the 7 week training session, that will be executed upon his return from the United States.

2. Adult Scholarship

- a. Letters a, h, i and j of the above student criteria with the following additions:
  - (1) Actually be employed as a faculty staff member at an IPT or be an active volunteer 4-S club leader.
  - (2) No more than 50 years of age;
  - (3) For IPT professors, consent from his Director and a letter from his employer stating that his salary will continue to be paid while on training;

\* BID/PTY system of classification will be used in this determination. This system developed by the Interamerican Development Bank, requires that yearly income sources of a household be determined. The figure is then divided by the number of individuals in the family to get their per capita income. Each country, in the BID/PTY system, is given a per capita income figure. Persons at or below this figure are considered to be economically disadvantaged. The per capita figure for Panamá is \$830.

\*\* Selected candidate files will be submitted to USAID/Panamá for final approval.

IX. BUDGET

A. The following budget is illustrative in nature. The Grantee may adjust individual cost lines as necessary to achieve the Grant program. However, the Grantee shall not exceed the total Grant Obligation stated in paragraph 2 below.

<u>BUDGET</u>	
1. US Program Administrator	\$ 72,000
2. Participant Training (student)	308,000
3. Participant Training (adult)	162,000
TOTAL GRANT	<u>\$ 542,000</u>

B. The total amount currently obligated is \$542,000.

X. PRE-GRANT EXPENSES

The Grantee is authorized pre-grant costs for allowable expenses in the amount of \$92,000 incurred during the months of May, June, July and August, prior to the effective date of this Grant.

XI. COST SHARING

The Grantee shall provide \$135,000 over the life of this Grant as its share in the projected overall program costs, which are estimated to be \$677,000. It is expected that the Grantee shall furnish \$67,500 per year for each year of the Grant. These funds shall be used to pay IPT faculty staff or 4-S volunteer leaders at \$450 per month for 10 months each.

XII. Additions to Attachment 2 - Standard Provisions

The following optional provisions are added to the Mandatory Standard Provisions of this Grant:

1. Payment-Periodic Advance
3. Air Travel and Transportation
4. Ocean Shipment of Goods
5. Procurement of Goods and Services
6. Ineligible and Restricted Goods and Services
7. Subagreements
11. Regulations Governing Employees
12. Participant Training
16. Government Furnished Excess Personal Property
17. Title To and Use of Property (Grantee Title)
20. Cost Sharing

AMENDMENT OF SOLICITATION/MODIFICATION OF Grant

2. AMENDMENT/MODIFICATION NO. 02		3. EFFECTIVE DATE 30 Sep 1987	4. REQUISITION/PURCHASE REQ. NO. 525-0281-3-70161	5. PROJECT NO. (if applicable) 525-0281
6. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) Patronato Nacional de la Juventud Rural Panameña Apartado Postal 2717 Panamá 3, R. de Panamá		7. Technical Office USAID/Panamá AGR		

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)	9A. AMENDMENT OF SOLICITATION NO.
	9B. DATED (SEE ITEM 11)
	10A. MODIFICATION OF Grant NO. X 525-0281-G-SS-5058
	10B. DATED (SEE ITEM 11) 31 August 1985

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of offers  is extended,  is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:

(a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment, (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (if required)  
 Allotment No. 72-1171021.3 BPC: LDAA-87-25525-AG13

13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14

A. THIS CHANGE ORDER IS ISSUED PURSUANT TO (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.

B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b)

C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:  
 X The FAA of 1961, as amended, and EO 11223

D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor  is not,  is required to sign this document and return \_\_\_\_\_ copies to the issuing office

14. DESCRIPTION OF AMENDMENT/MODIFICATION (organized by UCF section headings, including solicitation/contract subject matter where feasible)

A. Cover Letter and Article IX of Attachment 1 - The total Grant and total obligated amount are increased by \$500,000 from \$447,000 to \$947,000.

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print) Eduardo Valdes	15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	15D. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) M. S. Kenyon, Grant Officer	15E. DATE SIGNED
(Signature of person authorized to sign)			(Signature of Contracting Officer)	

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- B. The period of the Grant is extended to 30 April 1992.
- C. Article IV - Project Activities, is amended to add the following paragraphs for the Grant period 30 September 1987 - 30 April 1992.

"2. New Activity

This amendment will fund approximately 236 scholarships for economically disadvantaged families. This should provide direct economic advantages to the student and immediate family by enhancing the students' farming skills and broadening the technologies used, thus improving farm operations or job opportunities for the student in the community.

The students of the participating vocational institutions come from very poor families in rural areas. For most of the students their only opportunity for receiving a secondary education is by boarding at the vocational institution (VI). This is due mostly to the distance between their homes and VIs. On the other hand, if scholarships are not available, boarding is not possible because of a lack of funds in the family. The criterion used to classify a family as economically disadvantaged is a family per capita income of less than \$1250 per annum.

The curriculum provides theoretical and on-farm training, both of which are appropriate for improving farming skills and introducing new technologies. The curriculum is also designed to keep the student in the community upon graduation, that is, the degrees earned are equivalent to junior high or high school diplomas and the skills and technologies are needed and in demand in the students' own local community.

3. Local Scholarships (Second Set)

PANAJURU will make 236 three-year scholarships available, tentatively, half in 1988 and half in 1989, to students from economically disadvantaged families to attend selected agriculture vocational institutions. The VIs will be selected by PANAJURU based on their desire to participate, infrastructure, student capacity, and other necessary resources to carry out the program. The prior, written approval of the USAID/Panamá Project Officer is required for the list of VIs to be used in the local scholarship program. Though only a limited number of VIs will participate in this program, applicants from all parts of Panamá will be accepted.

The percentage of women receiving scholarships in the first program is 5 percent. An effort will be made to increase the participation of women in the second program to 15 percent.

Applications for local scholarships will be available at the VIs and PANAJURU offices. Potential candidates will return completed application and other required material to the VIs of choice. The VIs will pass to PANAJURU a list of students who meet the scholarship requirements. Using the

selection criteria (detailed in Article VIII), PANAJURU local chapters will make a pre-selection of acceptable students for receiving scholarships. The final selection will be made by a scholarship committee consisting of PANAJURU and USAID/Panamá staff.

Following is a tentative schedule for local scholarships by persons years.

	YEARS OF PROJECT				<u>Total</u>
	<u>1988</u>	<u>1989</u>	<u>1990</u>	<u>1991</u>	<u>Person Year</u>
GROUP I	118 (Grade 10)	118 (Grade 11)	118 (Grade 12)	--	354
GROUP II	-	118 (Grade 10)	118 (Grade 11)	118 (Grade 12)	354
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TOTAL	118	236	236	118	708
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Should any original scholarship beneficiaries lose the right to their scholarships, the remaining portion of the three year scholarship will be awarded to other students who qualify. Selection criteria for these students will be developed by PANAJURU and approved by the USAID/Panamá Project Officer. Selection of students will be a joint effort.

Preferably, the remaining portion of the scholarship will be awarded to grade 7 and 10 students who begin school the following school year. However, in no manner or form will coverage go beyond April 30, 1992.

To assure scholarship funds are used by recipients for boarding costs, checks will be issued for an amount of \$50 to cover the monthly cost of boarding. This will be done in a manner as agreed to in writing by PANAJURU and the USAID/Panamá Project Officer. The check will state that the USAID funds are for boarding the student.

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4. Reports, Monitoring, and Evaluation for Second Set Scholarships

a. Reports

Each year PANAJURU will prepare and submit an annual report to the USAID/Panamá Project Officer with a copy to the VIs participating in the program. The annual report will contain the project's yearly accomplishments, results of the training evaluation, budgets and plans for the coming year. The report will be in Spanish. Five (5) copies shall be given to the USAID/Panamá Officer no later than 60 days after the end of the grant year.

b. Monitoring and Evaluation

PANAJURU will conduct periodic monitoring of scholarship recipients and their progress.

Quarterly review meetings will be held with PANAJURU staff and the USAID/Panamá Project Officer to review progress and the financial status of the program. All problems will be addressed at this time, and a strategy for resolution developed and followed. A follow-up review of all problems would take place at the next quarterly review meeting.

Two formal evaluations will take place. One will be designed to evaluate success of graduates from the first program, the selection criteria used, and the VIs that participated. This evaluation will examine where the students go after graduation, their type of employment, and whether the students believe that the education they received is beneficial to their present jobs. One of the ideas is to examine why approximately 40 percent of the graduates previously surveyed are not working in agriculture or a related field. This evaluation will be paid for using funds remaining in the first program. The second evaluation will be an end-of-program evaluation of the graduates and the VIs participating in the program. This evaluation will be carried out by a joint USAID-PANAJURU evaluation committee no later than three months before the Grant Completion date."

D. Article VIII - Selection Criteria for Training Program is amended to add the following:

"C. For Second Set Scholarships

1. Cannot be a family member of any PANAJURU staff member or Director.
2. Grade point average of 3.3 or higher out of a possible 5.0.
3. Must be from an economically disadvantaged family per Article IV criterion.
4. Graduate of elementary school or junior high school (Grade 9).
5. Preference for awarding scholarships will be given to qualified women."

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E. Article IX - Budget, the budget breakout is deleted and replaced with the following:

"BUDGET

1. Local Scholarship Program	\$728,800
2. Panamá Program Administration	<u>218,200</u>
	\$947,000"

F. Article XI - Cost Sharing is amended to add the following:

"With relation to the second set of local scholarships, the Grantee shall provide counterpart valued at \$523,448 over the period involved."

G. Non-Federal Audit

During the last quarter of 1987, USAID/Panamá shall arrange for an audit of previous Grant activity and of the Grantee's financial management and other control systems.

The Grantee agrees to cooperate fully with the audit team assigned to perform this audit. The Grantee further agrees to implement any and all actions deemed by the Grant Officer to be necessary to satisfy recommendations contained in the report issued as a result of this audit. The Grantee shall have the right to consult with USAID/Panamá and, upon written agreement, modify any action requested by the Grant Officer. Failure to comply with the above agreements shall be understood to result in termination of Grant funding at the Grantor's discretion.

H. Article VII - Personnel

For the second set scholarships, the Grant funds only the services of the National Coordinator, unless further Grantee Staff personnel are approved for funding in advance in writing by the Grant Officer